



Executive Committee Meeting

April 8th, 2025 2PM

Brewer City Hall

Agenda

1) Call to Order

2) Public Comment

Members of the public in attendance of today's meeting have an opportunity to provide public comment on today's agenda items.

3) Approval of January 23rd, 2025 and February 7th, 2025 BACTS Executive Committee Meeting Minutes (Attachment A)

4) Insurance Opt Out Payment (Attachment B)

Staff Report

BACTS Staff will discuss financial considerations related to the potential increase of insurance opt out payments for Staff.

Proposed Action - *Authorize the Executive Director to increase insurance opt out payments for Staff, effective on pay period ending 4/19/25.*

5) BACTS Discussion

Staff Report

The BACTS staff will have a discussion with the Committee around current federal and state guidelines, including possible updates to the website, and discussion about the BACTS Strategic Plan. Additionally, discussion will be held around funding, considering various strategies to maintain financial stability and adapt to evolving economic conditions.

Proposed Action - *For discussion only.*

6) BACTS Staffing

Staff Report

Discussion on BACTS staffing levels and plan going forward.

Proposed Action - *For discussion only.*

7) Upcoming Meetings

Policy Committee - April 15th, 2025

Transit Committee - May 28th, 2025

Executive Committee

- July 8th (2-3PM)
- October 14th (2-3PM, Executive Director Annual Review Discussion)
- November 6th (1-2:30PM, including Executive Director Annual Review)



Attachment A

Executive Committee Meeting

January 23rd, 2025 1PM

via Zoom

Minutes

Attendees: Jeremy Caron, Linda Johns, Amy Ryder, Mitch Stone

Staff: Sara Devlin, Paige Nadeau

1) Call to Order - 1:00PM

2) Public Comment

No comments

3) Approval of December 9th, 2024 BACTS Executive Committee Meeting Minutes

A motion was made to approve the minutes as written. Linda Johns moved the motion, Mitch Stone seconded. All approved.

4) UPWP - Local Match Calculation Discussion

Staff Report

BACTS Staff have finalized figures for member population, VMT, and lane miles. Discussion regarding formula development for UPWP contribution from each member for coming years.

Members of the group discussed historical calculation for member matches as well as impact on updated boundary and census information on the BACTS region. Discussion ensued regarding how to best approach changes to the calculation in the coming years and ensuring the match is equitably distributed among members. After a thorough review and analysis of different factors, the Executive Committee recommended retaining the historical 50/50 population/VMT formula. To help ease budget adjustments for members, the Committee recommends an interim figure for 2026-2027 UPWP using the average of the 2024-2025 member match and the updated calculated figure for future years. This interim measure acknowledges the significant impact of the census changes and provides a smoother transition for members to adapt to the new calculations.

5) BACTS Staffing

Staff Report

Discussion on BACTS staffing levels and plan going forward.

Proposed Action - For discussion only.

Members of the group discussed roles and responsibilities following the departure of the Executive Director in the coming weeks.

Motion to adjourn the meeting, all were in favor. Adjournment at 2:15.



Executive Committee Meeting

February 7th, 2025 2:04PM

Brewer City Hall

Minutes

Attendees - Jeremy Caron, Mitch Stone, Amy Ryder, Linda Johns

1) Call to Order - 2:04

2) BACTS Bank Account Access

Executive Committee Discussion to remove Sara Devlin from BACTS Bank accounts, effective immediately.

Proposed Action - *Removal of Sara Devlin from BACTS Bank Accounts, effective immediately.*

Linda Johns made a motion to approve the removal of Sara Devlin from BACTS bank accounts effective immediately, Mitch Stone seconded. All in favor.

3) End of Meeting - 2:05