



Biddeford Saco Old Orchard Beach Transit Committee

AGENDA

September 23, 2025

3:00pm-4:00pm

Hybrid Meeting In-Person and Remote

Saco Transportation Center

Join now via [Teams](#)

Meeting ID: 294 316 305 138 | Pass: pQ6RK3x8

Access By Phone: 1-312-667-7158

Phone ID: 936 868 04#

Agenda Item	Responsibility	Action or Information
1.) Call to Order	Chair	Action
2.) Roll Call / Ascertain Quorum	Chair	Action
3.) Public Comment	Chair	Information
4.) Approval of Previous Minutes <ul style="list-style-type: none">• June 26, 2025• Notes from August 21, 2025	Chair	Action
5.) August Month End Financial Reports	Staff	Information
6.) Committee reports	Chair	Action
7.) Executive Director Report <ul style="list-style-type: none">• System Performance• Project Updates	John Savage	Information
8.) Old Business <ul style="list-style-type: none">• FY 23-24 Audit Management Letter Response	Chair	Information
9.) New Business	Chair	Information
10.) Real Time Display for Saco Transportation Center	John Savage	Information
11.) Executive Session (Public will be asked to leave)		
12.) Adjournment	Chair	Action



Biddeford Saco Old Orchard Beach Transit Committee
Meeting Minutes
June 26, 2025
3:00 PM
Hybrid – Saco Transportation Center and Virtual

1. **Call to Order** – Chairman Kenny Blow called the meeting to Order at 3:03 PM.

2. **Roll Call/ Ascertain Quorum** –

Members present: Kenny Blow, John Bohenko, Tim Fleury, Michael Foster, and Doris Ortiz.

Absent: Adi Iriqat, Jean Saunders, Phil Hatch, Maya Atlas. Quorum has been established.

Staff present: John Savage, Rod Carpenter, Kim Kennedy, Anne Austin, Nelson Perez.

3. **Public Comment** – No public comment.

4. **Approval of Previous Meeting Minutes, May 25, 2025** –

Motion by Doris Ortiz to approve the Transit Committee meeting minutes of May 25, 2025. Tim Fleury seconded the motion. No further discussion. Kenny Blow, John Bohenko, Tim Fleury, Michael Foster, and Doris Ortiz all voted in favor. Motion passed unanimously. Minutes approved.

5. **May 2025 Month End Financial Report**– Finance Manager Kim Kennedy reviewed the financials.

- **Revenue** - Compared year over year, total fare revenue increased by 23.23%. This is a realized financial gain of \$63,703 in fare revenue.
- Trolley season has started with contracts for contract stops of \$82,300. \$2,500 is for new Saco run.
- Trolley advertising contracts \$37,555. \$4,200 is for the new Saco run.
- So far, contract stop revenue has decreased \$11,800 (12.54%) from the previous year.
- Also, advertising has decreased \$5,400 (12.57%) from the previous year.
- Budgeted fare revenue projections are set at \$295K. Currently, that goal has been surpassed by 114.54% or an additional 42K. One month remaining in fiscal year.
- **Grants** – Compared year over year, FTA Grant funding has increased 15.8% or \$203,337. The components of this category include Urban funding, Urban mobility funding and FTA Operations Funding.
- **Total MDOT**: Grant based operations funding had a significant decrease of 39.24% or \$377,444. We have received \$552,016 in additional support from MDOT, of which \$416,237 was expended in the SMART grant capital funding and \$135,779 has been utilized to fund the Micro Transit project.
- **Expenses** – When we remove Capital Project sections to provide an accurate snapshot, FY25 expense budget is \$4,280,915. Currently our YTD expenses are \$3,851,326. We have currently utilized 89% of our expense budget.
- **Audits** – BSOOB Transit FY23 and FY24 audits are complete.
- NetSuite – “Go Live” will be July 1, 2025. Working with Bill.com to integrate with NetSuite- currently in testing phase.
- In “Go Live” status with RTA, the new maintenance software.

6. **Committee reports** – Finance Subcommittee did not meet.

7. **Executive Director’s Report** – Executive Director John Savage presented the report.

- **Ridership** - reviewed by month. Ridership has improved. May is the highest it has been in 4 years.
- **On Time Performance** – challenges with late performance due to construction in the area. Discussed early departures. This is being addressed with operators.
- **QuickRide** - KPIs were added. Passenger count is higher. Miles per Rider is lower.
- **Project updates** –
 - Micro Grid- No Update
 - Overhead Charging Stations at STC
 - Saco River Conservation Commission Approval
 - July 1- Site Walk 8:00am, Planning Board 6:00pm
 - Upcoming Bus Purchases
 - LoNo 3 Battery Electric Buses
 - NOFO LoNo 4/Bus & Bus Facilities- Hybrid Electric Buses
 - Micro-Transit
 - Ridership Continuing to Grow
 - Miles per rider are decreasing due to increased utilization
 - Financial Software
 - In final testing phase for July 1 “Go Live”
 - Previous Year Audits FY ‘23 & ‘24 completed waiting for final report.
 - Fuel system replacement (Heads)
 - Awarded Contract to Simard (\$260K 5307 funds)
 - Maintenance Tracking Software
 - Transitioning to RTA from Dossier
 - “Go Live” July 1, 2025
 - Cash Management
 - Negotiated increase rate for Sweeps
 - Summer Trolleys
 - Monitoring Ridership
 - Initial reports show a reduction, approx. 45%, for June. Rainy weather on the weekends is most likely a significant factor.
 - Recruiting/Staffing
 - 1 FT Driver pending Resignation (6/28)
 - 1 FT Driver Acquired CDL License- 1 Retest upcoming
 - 1 Offer Letter Pending Acceptance
 - Drivers- 12 FT / 12 PT / 7 Seasonal (2 LOA) OPEN- 2
 - Staff- 11 Hourly / 7 Salary
 - Mechanic still needed.

8. **Administrative Discussion Items – Capital and Software Operating Reserve Funds**

Executive Director John Savage discussed with the Transit Committee the need to establish two reserve accounts for \$1,000.00. One is a Capital Reserve set that we can only make purchases out of that account for over \$5,000, because that is how we handle Capital purchases now. Second would be Software as a Service Operating account.

Motion by John Bohenko to authorize the reserve funds as outlined by the Executive Director. Motion seconded by Doris Ortiz, Kenny Blow, John Bohenko, Michael Foster, Tim Fleury and Doris Ortiz all in favor. Motion passed unanimously.



9. New Business – Title VI Plan Approval

Executive Director John Savage discussed with the Transit Committee the Title VI plan; copy included with the meeting packet. The Title VI Plan is a Federal requirement in which we are required to communicate how we notify the public of opportunities to give us public input, how we handle inclusion, and how we handle limited English proficiency. We established a relationship with a language line that customer service can access. The company is based in Maine and can provide translation services also.

Motion by Doris Ortiz to approve the Title VI Program for 2025-2028 as presented. Seconded by Michael Foster. Kenny Blow, John Bohenko, Michael Foster, Tim Fleury and Doris Ortiz all in favor. Motion passed unanimously.

10. Adjournment – Motion by John Bohenko to adjourn. Seconded by Doris Ortiz. All in favor. Meeting adjourned at 3:39pm.

Memorandum

09/19/2025

To: BSOOB Transit Committee Members
From: Kim Kennedy, Finance Manager
Subject: Review of Financial Position as of August 31, 2025

Month End Details July & August FY26

Revenue: Through Augst BSOOB has billed \$1,000,238, which encompasses the below:

A/R Aging Summary [View Detail](#)

CUSTOMER	CURRENT Open Balance	08/23/2025 - 09/21/2025 (30) Open Balance	07/24/2025 - 08/22/2025 (60) Open Balance	06/24/2025 - 07/23/2025 (90) Open Balance	BEFORE 06/24/2025 (>90) Open Balance	TOTAL Open Balance
12 City of Biddeford Maine	\$0.00	\$157,500.00	\$0.00	\$0.00	\$0.00	\$157,500.00
13 City of Saco Maine	\$0.00	\$315,000.00	\$0.00	\$0.00	\$0.00	\$315,000.00
14 Town of Old Orchard Beach Maine	\$0.00	\$315,000.00	\$0.00	\$0.00	\$0.00	\$315,000.00
17 University of New England	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
18 READY SEAFOOD	\$0.00	\$10,617.53	\$0.00	\$0.00	\$0.00	\$10,617.53
5 FTA	\$0.00	\$121,323.46	(\$170,918.00)	(\$772.00)	\$0.00	(\$50,366.54)
6 MEDOT	\$0.00	\$50,147.05	(\$17,136.68)	(\$60,502.53)	\$0.00	(\$27,492.16)
8 Dayton School Dept. c/o Biddeford School Dept.	\$0.00	\$650.00	\$0.00	(\$215.24)	\$0.00	\$434.76
Total	\$0.00	\$1,000,238.04	(\$188,054.68)	(\$61,489.77)	\$0.00	\$750,693.59

We are in the process of billing the FTA and MEDOT for August. The credits you see above for the FTA and MEDOT stem from funds received in July for June 2025 expenses.

Passenger fare revenue recognized a decrease from July to August of \$6,901.

Outside Organizations and Advertising revenue has increased from July to August in the amount of \$14,667, when you consider the waning of Trolley Advertising from July to August a decrease of \$3,500 is included. We have budgeted \$240,000 for passenger paid fares currently we are exceeding that amount by \$89,800.

Grants and Local Match: In July BSOOB billed out based upon expenses \$171,470, of which \$50,147 was for the Zoom and InterCity Route and Directed to the MEDOT, \$121,323, was for operational expenses and preventative maintenance expenses covered by the FTA.

Expenses: When we remove Capital project sections to provide an accurate snapshot. FY26 currently we are currently under budget \$104,000.

Additional Information: BSOOB has gone live with NetSuite, we have been able to input all of the July information, as well as most of the August. There are still some areas that are going to require further “adjustments” as well as information. I am in the process of importing our FY25 Trial balance, and Fixed Asset Types, we need to verify and ensure the Cost allocations are working properly. The reporting for the most part is “out of the box” customized reporting will

take several of months but will be reaching out to NetSuite to develop some robust reporting, upon completion they will be reviewed and added to the financial packet.

We have spoken to RHR Smith concerning where we are at concerning our FY23 & FY24 Single Audits, they are still waiting for the Committees Response to the management letter.

BSOOB Transit Committee Meeting

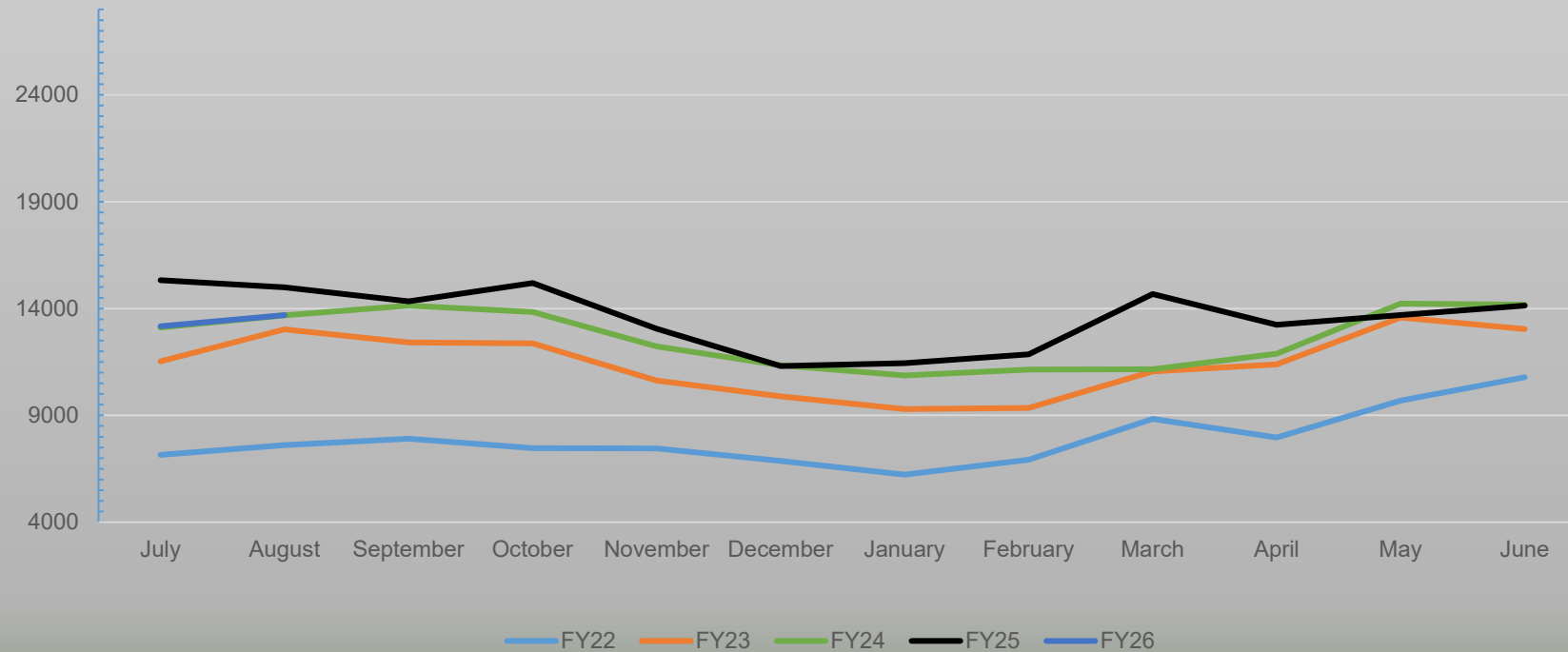
September 25, 2025

3:00PM Saco Transportation Center



Monthly Ridership Comparison

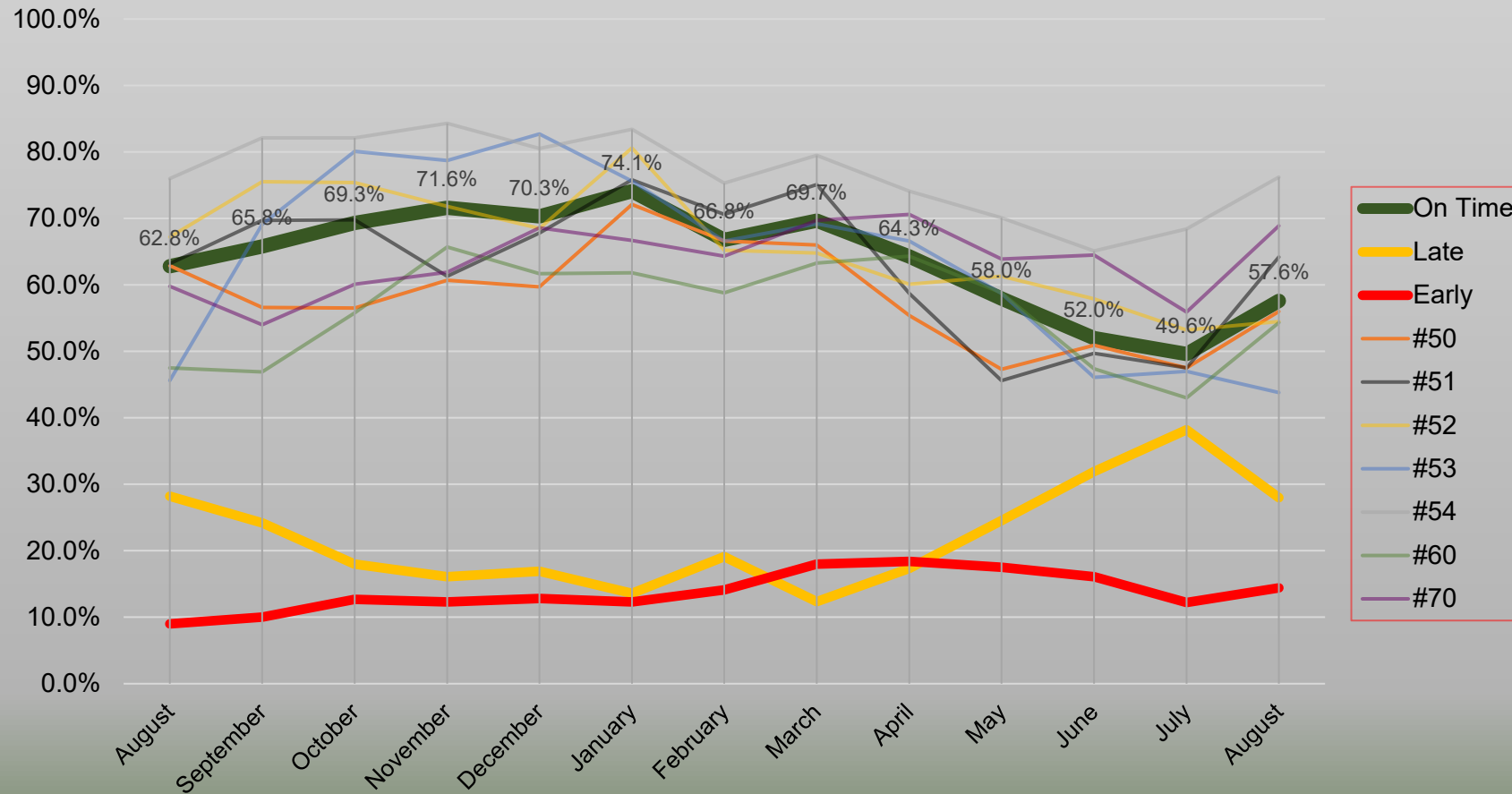
FY Fixed Route Ridership



Total Annual Ridership
 FY '25 – 163,270
 FY '24 - 151,796
 FY '23 - 137,540
 FY '22 - 94,964

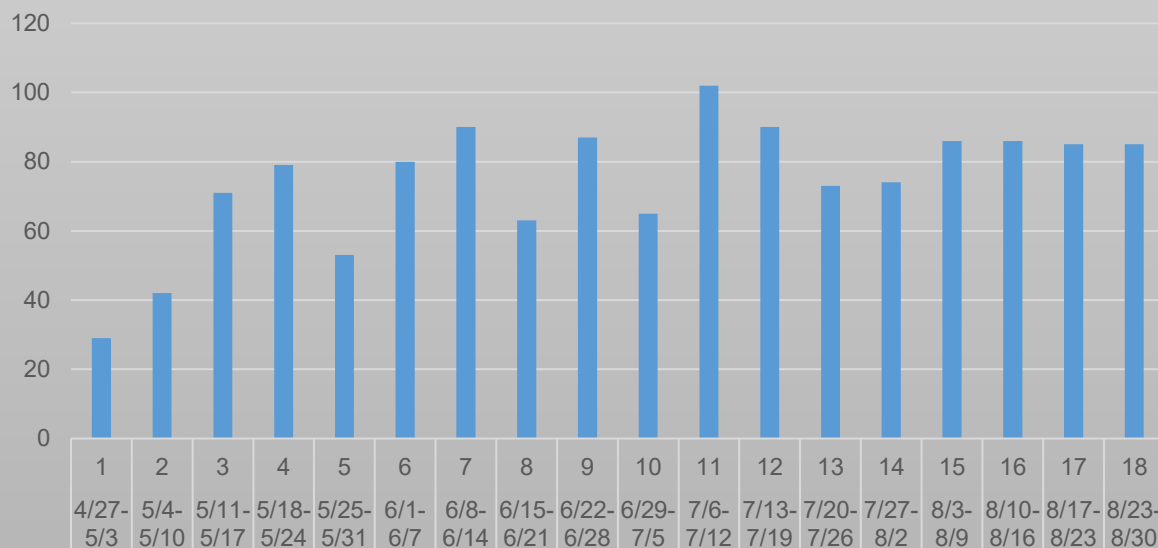


On Time Performance

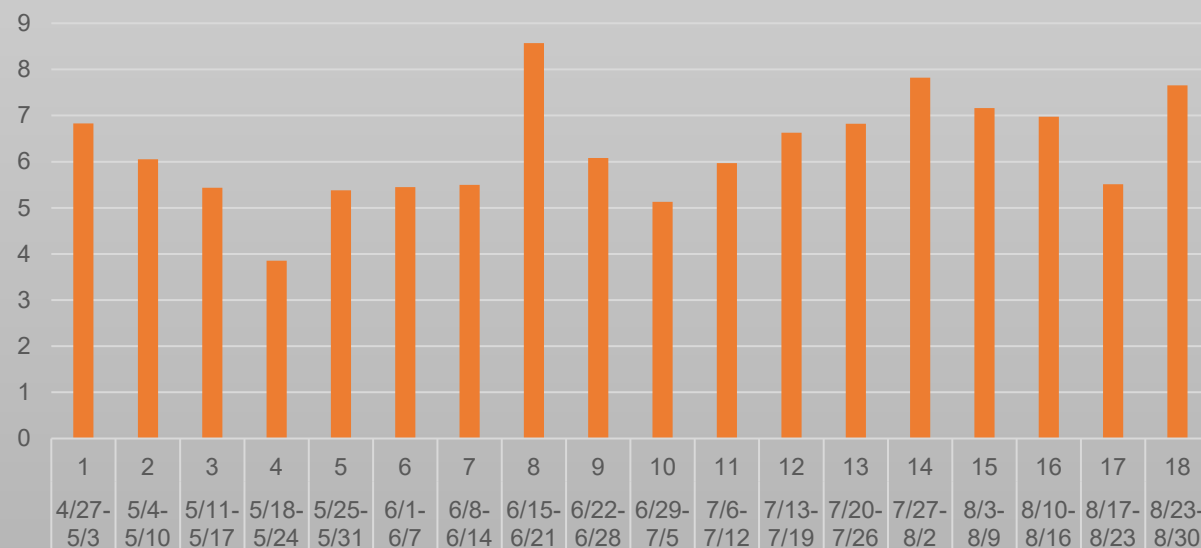


QuickRide KPIs

Passengers by Week



Average Miles per Rider



Capital Projects

- Overhead Charging Stations at STC
 - Received Planning Board Approval 8/19/26
 - Waiting for Final STC Lease Amendment (includes Equipment and Decommissioning)
 - Pending City of Saco easement for CMP to run the Utilities
 - Camber is working on Permitting and Letter of Credit Requirement
- Upcoming Bus Purchases
 - Two (2) LoNo 3 Battery Electric Buses
 - Signed a letter of Intent 9/15
 - Developing Order with Gillig Bus have quote before October Meeting
 - LoNo 4/Bus & Bus Facilities- Hybrid Electric Buses & Overhead Charging Cost Overruns
 - Waiting to hear results (Submitted applications 7/14/25)
 - MDOT Discretionary Grant Applications- Submitted 3 Projects for funding consideration-
 - LoNo3 Battery Electric Bus cost escalation
 - Overhead Charging cost escalation
 - MicroTransit Pilot Project Support





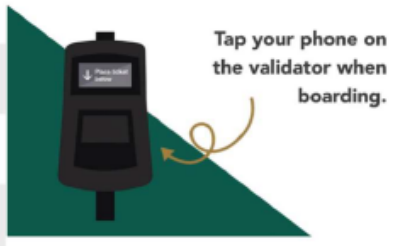
Real Time Bus Signs

	Texas A&M University	7:21 PM
Route	Destination	Departure
37	Port @ Highland	3 min
93	Ennis Joslin @ Cott	4 min
 CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY		
361.883.2287 Customer Service Center, Mon. -Sat. 8am -5pm		
FLEX 93 Call 833-RTA-FLEX		
 GoPass  		

- Displays up to the minute real-time schedule information
- Leverages our Real Time Data from Swiftly to show when our buses will be arriving
- Share alerts and detours



Real Time Bus Signs

 CAT OPS 12:56 pm			
ROUTE	DESTINATION	ARRIVAL	
15	GOVT Center	~1 min	
19	Health Dept	~16 min	
16	GOVT Center	~31 min	

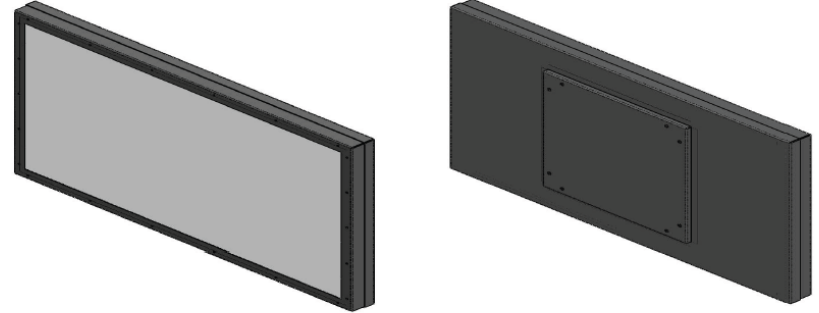
- Includes a Content Management System
 - Share System Updates
 - Community News
 - Regional Connection Information (York and Downeaster)
 - Advertising Opportunities



Real Time Bus Signs

- Piloting a sign at the Saco Transportation Center- grant funded
- Sign is weatherproof and can be mounted outdoors.
- Exploring the possibility of mounting the sign at the OOB Chamber during Trolley Season

55 Inch LCD Platform Sign



Brightness	2800-3500 Nits	Viewing Angle	178°
Color Options	Full Color	Aspect Ratio	16:9
Screen Size	55 Inches Diagonal	Communication Options	HDMI 1080p/720p/480p x3 (2 External 1 Internal) and 1 SVGA
Resolution	1920 x 1080p	Operating Temp. Range	-20 to 60 °C
Humidity Range	0-90% Non-Condensing	Mounting	Back Plate, Can be mounted Vertically or Horizontally.
Enclosure	IK10 rated Sign Housing. IP65 Sign Housing. Black powder coat. Custom powder paints can be specified.		
Maintenance	Front Serviceable		
Standard Features	<ul style="list-style-type: none"> • Shock Sensor • Temperature/Humidity Sensor • Anti Reflection Screen • Light Sensor with Auto Dimming • Internal Clock for Real Time and Date • Anti Glare Screen • 10ms Response time • Power Monitoring 		
Add-ons	<ul style="list-style-type: none"> • Cell Modem • Text to Speech with Button Assembly, AGC with Speaker • Amplifiers • Network Switches 		
Approvals / Certifications	<ul style="list-style-type: none"> • EMC • CFR47 FCC Part 15 Subpart • IC ICES-003 Issue 5 2012 		



Operations Initiatives

- Financial Software
 - NetSuite Implementation complete
 - July Finances are entirely in NetSuite
- Previous Year Audits FYI '23 & '24 Management Letter Received
 - Draft response for the Committee's Consideration
- Local Match
 - Received a breakdown of City of Saco expenses for the Transportation Center
 - Developing a justifiable ratio of those costs to support our claim of Gifts in Kind
- QuickRide Program Modifications
 - Developing a No Show and Cancellation Policy we have had a few chronic users and a policy would help as we address the problem
 - Increased demand- we are seeing an increase in requests from riders who are struggling to get rides from services they used to be able to rely on.
- On Time Performance Improvement
 - We have data from the last year that we have analyzed that by run and segment to understand how to better time each segment. We will be working this fall to make small updates to the schedules. With a goal of a significant decrease in early OTP.



Personnel Updates



- Training

- Nine staff will be participated the Tri-State Transit Conference in Portland with sessions on micro-transit, workforce development, public private partnerships, creative ways to find local match, and more.

- Turn Over

- 1 FT Driver Resigned, 1 FT Driver going to PT
- Trahmel Milashouskas (Grants and Procurement Coordinator) resigned effective 10/30.

- Recruiting/Staffing

- A second driver successfully passed the CDL Licensing Test
- 1 FT Driver in Training
- Drivers- (as of 9/2) 8 FT / 9 PT (1 LOA, 1 Admin Leave)
- Staff- 11 Hourly / 6 Salary
- Looking for a Technician and an Operations Manager
- Reviewing finance department structure will post for additional staffing next week.





August 25, 2025

Biddeford Saco Old Orchard Beach Transit Committee
13 Pomerleau St.
Biddeford, ME 04005

RESPONSE TO FY 2023-2024 MANAGEMENT LETTER

The Biddeford-Saco-Old Orchard Beach Transit Committee acknowledges receipt of the draft management letter from RHR Smith & Company, CPAs, dated June 23, 2025. We appreciate the thorough review and the valuable feedback provided to help us strengthen our internal controls and improve operational efficiencies.

We understand that a significant portion of these findings are related to a period of transition and the loss of institutional knowledge from prior management. As noted in the letter, our fiscal affairs are no longer handled as part of the City of Biddeford's pooled cash as of the end of fiscal year 2024. This change is a significant step toward improving our financial independence and control.

We are actively working to address each of the comments in the management letter and are confident that our new financial systems will resolve many of the issues raised. Below is an outline of our planned actions in response to the audit findings:

General Ledger and Financial Software:

We agree that our previous general ledger chart of accounts could be improved to better reflect proper activity and balances. We are pleased to report that on July 1, 2025, we went live with NetSuite as our new accounting software. Our new general ledger codes were designed to match the FTA's prescribed best practices. This software, in conjunction with the implementation of Bill.com for accounts payable management, will allow us to address the concerns regarding the lack of financial software utilization. We will use NetSuite to properly identify assets, liabilities, equity, revenue, and expenditure items. The new system will also allow us to integrate accounting functions for fixed assets, debt, and indirect accounting, eliminating the need for numerous spreadsheets.

Reconciliation and Fiscal Controls:

With the new NetSuite system, we are implementing a process to ensure all general ledger accounts, including cash, receivables, and payables, are reconciled monthly. We understand that reconciliations are necessary to assure the accuracy of our financial reporting. The new system will provide better tools to perform these

Operations Center - 13 Pomerleau St. Biddeford, ME 04005
Saco Transportation Center - 138 Main St. Saco, ME 04072
Phone (207) 282-5408 www.bsoobtransit.org



reconciliations within 21 days of the month-end. Our new workflows for capital expenditures and federal projects will also help ensure a consistent flow of information to the finance office, directly addressing the finding that we lacked formal written procedures for tracking these expenses.

Operational Improvements:

We will address the following operational findings:

- **Cash Receipts:** We are implementing new procedures to post all cash receipts daily, which will allow for better internal information and improve accuracy and comparative purposes.
- **Payroll:** We have transitioned to using Paychex for payroll and HR functions as part of our separation from the City of Biddeford. This change directly addresses the issues that led to over \$16,000 in IRS penalties and interest, which were a result of our fiscal agent not paying the income taxes for our and their employees. We will continue to review and modify our payroll policies and procedures as necessary to ensure full compliance.
- **Procurement:** We have implemented new workflow controls in our new software that will support compliance with our procurement policies, which are in compliance with all FTA guidelines. The new process will also help us address the finding that selected bid and contract documentation for a Federal project did not contain all the language required by federal regulations.
- **Cross-Training:** We recognize the importance of having a backup for the finance officer position. We are developing a cross-training plan for our office staff so that each person can perform vital day-to-day functions if necessary.

We thank RHR Smith & Company once again for your professional expertise and cooperation throughout this audit process. We are confident that by implementing these changes, we will see significant improvements in our financial reporting and operations.

Sincerely,

John Savage

Executive Director

Biddeford Saco Old Orchard Beach Transit

Gift in Kind Contributions by City of Saco to BSOOB for 138 Main St, Saco Transportation Center

Total Building Size (sq ft)	5734	
BSOOB Leased (sq ft)	1686	
BSOOB Leased % of Building	29.4%	
Unleased Portion of the Building (sq ft)	4048	
BSOOB/Amtrak Trips/week	606	70
BSOOB/Amtrak Split	90%	10%
BSOOB Gift in Kind Benefit	63.3%	
Total Parking Lot Size (sq ft)	55,385	
BSOOB Leased (sq ft)	638	
BSOOB Leased % of Parking	1.2%	
Unleased Portion of Parking (sq ft)	54,747	
BSOOB Utilized/Unused Area (sq ft)	20,919	33,828
BSOOB Gift in Kind Benefit	37.8%	

2024 Expenses

Category	Total	BSOOB Leased Expenses	Gifts in Kind	Remaining	Notes
Utilities	\$ 33,915.00	29.4% \$ 9,972.22	63.3% \$ 21,463.50	\$ 2,479.28	
Interior					
Janitorial	\$ 5,100.00	0% \$ -	50.0% \$ 4,571.89	\$ 528.11	City of Saco does not clean leased area
Maintenance and Painting	\$ 22,000.00	29.4% \$ 6,468.78	63.3% \$ 13,922.96	\$ 1,608.26	
Security	\$ 900.00	29.4% \$ 264.63	63.3% \$ 569.58	\$ 65.79	
Other	\$ 3,400.00	29.4% \$ 999.72	63.3% \$ 2,151.73	\$ 248.55	
Staffing	\$ 39,390.00	0% \$ -	50.0% \$ 35,311.15	\$ 4,078.85	City of Saco does not clean leased area
HVAC Maintenance (replacement)	\$ 20,000.00	29.4% \$ 5,880.71	63.3% \$ 12,657.23	\$ 1,462.06	
Parking Lot	\$ 9,750.00	1.2% \$ 112.31	37.8% \$ 3,682.59	\$ 5,955.10	
Grounds Maintenance	\$ 10,750.00	0% \$ -	50.0% \$ 9,636.83	\$ 1,113.17	
Totals	\$ 145,205.00	\$ 23,698.38	\$ 103,967.46	\$ 17,539.16	

		Days/week	Trips/day	Trips/week
Amtrak Trips per day	Everyday	7	10	70
		Total		70
Orange	M-S	6	8	48
	Sun	1	5	5
Black	M-S	6	9	54
	Sun	1	6	6
Blue	M-S	6	5	30
	Sun	1	4	4
White	M-S	6	6	36
	Sun	1	5	5
Silver	M-S	6	49	294
	sun	1	31	31
Green	Weekdays	5	9	45
	Sat	1	7	7
	Sun	1	6	6
Purple	Weekdays	5	7	35
		Total		606

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SOUTHBOUND SCHEDULE

Train Number	680 690	682 692	684 694	686 696	688 698
DAYS OF OPERATION	M-F Sa-Su	M-F Sa-Su	M-F Sa-Su	M-F Sa-Su	M-F Sa-Su
Brunswick, ME	4:30 AM	6:30 AM	11:00 AM	12:55 PM	5:45 PM
Freeport, ME	4:43 AM	6:43 AM	11:13 AM	1:08 PM	5:58 PM
Portland, ME	5:18 AM	7:18 AM	11:48 AM	1:43 PM	6:33 PM
Old Orchard Beach, ME	—	7:33 AM	12:03 PM	1:58 PM	6:48 PM
Saco, ME	5:40 AM	7:40 AM	12:10 PM	2:05 PM	6:55 PM
Wells, ME	5:59 AM	7:59 AM	12:29 PM	2:24 PM	7:14 PM
Dover, NH	6:17 AM	8:17 AM	12:47 PM	2:42 PM	7:32 PM
Durham-UNH, NH	6:25 AM	8:25 AM	12:55 PM	2:50 PM	7:40 PM
Exeter, NH	6:39 AM	8:39 AM	1:09 PM	3:04 PM	7:54 PM
Haverhill, MA	7:00 AM	9:00 AM	1:30 PM	3:25 PM	8:15 PM
Woburn, MA	⑦ 7:29 AM	⑧ 9:29 AM	① 1:59 PM	③ 3:54 PM	④ 8:44 PM
Boston North Station, MA	7:50 AM	9:50 AM	2:20 PM	4:15 PM	9:05 PM

NORTHBOUND SCHEDULE

Train Number	681 691	683 693	685 695	687 697	689 699	Event Nite Train
DAYS OF OPERATION	M-F Sa-Su	M-F Sa-Su	M-F Sa-Su	M-F Sa-Su	M-F Sa-Su	1689
Boston North Station, MA	8:50 AM	11:50 AM	3:45 PM	5:20 PM	10:30 PM	11:25 PM
Woburn, MA	① 9:08 AM	② 12:08 PM	④ 4:03 PM	② 5:38 PM	③ 10:48 PM	⑤ 11:43 PM
Haverhill, MA	9:38 AM	12:38 PM	4:33 PM	6:08 PM	④ 11:18 PM	⑥ 12:13 PM
Exeter, NH	9:59 AM	12:59 PM	4:54 PM	6:29 PM	⑤ 11:39 PM	⑦ 12:34 PM
Durham-UNH, NH	10:12 AM	1:12 PM	5:07 PM	6:42 PM	⑥ 11:52 PM	⑧ 12:47 PM
Dover, NH	10:20 AM	1:20 PM	5:15 PM	6:50 PM	⑦ 11:59 PM	⑨ 12:55 AM
Wells, ME	10:38 AM	1:38 PM	5:33 PM	7:08 PM	⑧ 12:18 AM	⑩ 1:13 AM
Saco, ME	10:55 AM	1:55 PM	5:50 PM	7:25 PM	⑨ 12:35 AM	⑪ 1:30 AM
Old Orchard Beach, ME	11:01 AM	2:01 PM	5:56 PM	7:31 PM	⑩ 12:41 AM	⑫ 1:36 AM
Portland, ME	11:25 AM	2:25 PM	6:20 PM	7:55 PM	⑪ 1:00 AM	⑬ 1:55 AM
Freeport, ME	11:55 AM	2:55 PM	6:50 PM	8:25 PM	⑫ 1:30 AM	⑭ 2:25 AM
Brunswick, ME	12:10 PM	3:10 PM	7:05 PM	8:40 PM	1:45 AM	2:40 AM

[illegible]



Transit

White - 52

Saco & Old Orchard Beach

Transit

	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Saco & Old Orchard Beach																								
1	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
2	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
3	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
4	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
5	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
6	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
7	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
8	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
9	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
10	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
11	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
12	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0

FARES

City's 3 fare zones (FZ) 1

Yrkt. pass 1B \$1

Yrkt. 1C \$1

1C-Over \$1

Hypertransit \$1

Phone ID Required

CASH Customers
(Cash Fare Receipts)
SilverMAX
via SmartCard or Mobile App
(via GoTransit)

Additional charges apply for:


- Transfer to other bus
- Transfer to other modes
- Transfer to other lines
- Transfer to other routes
- Transfer to other services
- Transfer to other agencies
- Transfer to other jurisdictions
- Transfer to other countries
- Transfer to other continents
- Transfer to other planets
- Transfer to other galaxies
- Transfer to other universes
- Transfer to other dimensions
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- Transfer to other provinces
- Transfer to other states
- Transfer to other countries
- Transfer to

Blue - 53

Saco & Old Orchard Beach

Line	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509</
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PM times are 5:30-8:00

 **Entrance is free for 2 & 3rd Homebound**

Additional stops along the way are marked with blue signs.
Schedule times are approximate due to weather and traffic.
Your patience is appreciated.

GARDEN line will depart the lot at 1:00pm/2:00pm. For more information contact the at Morgan Way Park & Lot 80088 Transit the scheduling details.



101	341
102	56
103	102
104	124
105	103
106	236
107	125
108	432
109	158
109A	9
	1686

Conference Room is Shared Space used occasionally by BSOOB

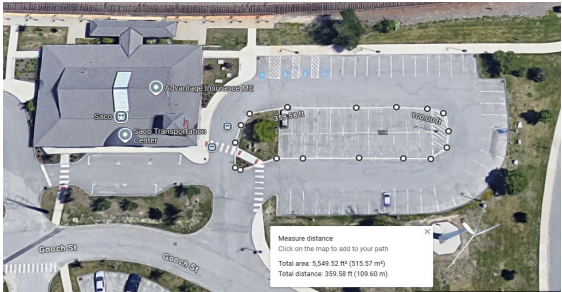
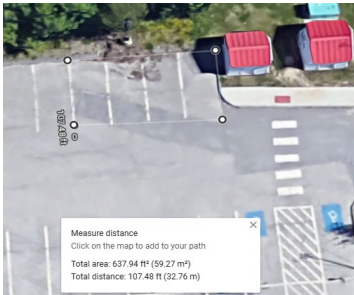
- Transportation square footage is approximately **5734 sq ft.** which is total.
- Square footage for BSOOB is as follows:

- Room #

101 -	341	sq. ft.
102 -	56	sq. ft.
103 -	102	sq. ft.
104 -	124	sq. ft.
105 -	103	sq. ft.
106 -	236	sq. ft.
107 -	125	sq. ft.
108 -	432	sq. ft.
109 -	158	sq. ft.
109A	-	9 sq. ft.
110 -	594	sq ft. (Conf. Room)

- Total square footage used by BSOOB: **2280 Square Feet**

Parking Lot Calculation		
Total Lot Size (sq ft):	55,385	
Leased Spaces (sq ft)	638	
Total Unleased Space	54,747	1.2%
BSOQB Indirect Benefit		
Bus Platform Area (sq ft)	3049	
Active Loading Zone	997	
Through Ways Used	16873	
Total	20919	38.2%



Station Community Operating and Maintenance Costs						
	Reported in 2019	2020 Update	2021 Update	2022 Update	2023 Update	2024 Update
	SACO, ME Platform, Station, Parking	SACO, ME Platform, Station, Parking	SACO, ME Platform, Station, Parking	SACO, ME Platform, Station, Parking	SACO, ME Platform, Station, Parking	SACO, ME Platform, Station, Parking
Utilities						
Heat	\$ 6,000.00	\$ 5,600.00	\$ 5,600.00	\$ 5,800.00	\$ 6,090.00	\$ 6,600.00
Electric	\$ 12,000.00	\$ 11,600.00	\$ 11,850.00	\$ 12,525.00	\$ 13,151.25	\$ 17,525.00
Water	\$ 478.00	\$ 500.00	\$ 760.00	\$ 1,167.50	\$ 1,225.88	\$ 1,275.00
Sewer	\$ 478.00	\$ 500.00	\$ 760.00	\$ 1,167.50	\$ 1,225.88	\$ 1,250.00
Phone	\$ 240.00	\$ 240.00	\$ 240.00	\$ 240.00	\$ 252.00	\$ 265.00
Cable/WiFi	\$ 1,440.00	\$ 1,950.00	\$ 2,050.00	\$ 2,324.00	\$ 2,440.20	\$ 2,645.00
Misc	\$ 2,800.00	\$ 3,972.00	\$ 4,000.00	\$ 4,000.00	\$ 4,200.00	\$ 4,355.00
Utilities Subtotal	\$ 23,436.00	\$ 24,362.00	\$ 25,260.00	\$ 27,224.00	\$ 28,585.21	\$ 33,915.00
Exterior						
Parking Lot Maintenance	\$ 5,000.00	\$ 7,500.00	\$ 8,000.00	\$ 9,000.00	\$ 9,450.00	\$ 9,750.00
Grounds Maintenance	\$ 24,000.00	\$ 7,350.00	\$ 8,500.00	\$ 10,000.00	\$ 10,500.00	\$ 10,750.00
Platform Maintenance	\$ 1,800.00	\$ 1,800.00	\$ 2,000.00	\$ 2,500.00	\$ 2,625.00	\$ 2,750.00
Exterior Subtotal	\$ 30,800.00	\$ 16,650.00	\$ 18,500.00	\$ 21,500.00	\$ 22,575.00	\$ 23,250.00
Interior						
Janitorial Supplies	\$ 2,372.00	\$ 3,000.00	\$ 3,400.00	\$ 4,605.00	\$ 4,835.25	\$ 5,100.00
Maintenance and painting	\$ 13,520.00	\$ 14,560.00	\$ 17,800.00	\$ 20,000.00	\$ 21,000.00	\$ 22,000.00
Security	\$ -	\$ -	\$ 900.00	\$ 900.00	\$ 945.00	\$ 900.00
Other	\$ 2,230.00	\$ 2,230.00	\$ 2,230.00	\$ 3,054.00	\$ 3,206.70	\$ 3,400.00
Interior Subtotal	\$ 18,122.00	\$ 19,790.00	\$ 24,330.00	\$ 28,559.00	\$ 29,986.95	\$ 31,400.00
Staffing						
# Avg Hours Per Week	20	\$ 10.00	\$ 20.00	\$ 30.00	\$ 30.00	\$ 30.00
Cost Per Hour	\$ 16.44	\$ 19.80	\$ 21.50	\$ 23.00	\$ 24.15	\$ 25.25
Paid Staff	\$ 17,097.60	\$ 10,296.00	\$ 22,360.00	\$ 35,880.00	\$ 37,674.00	\$ 39,390.00
# Avg Hours Per Week	73	\$ 73.00	\$ -	\$ -	\$ -	\$ -
Cost Per Hour	\$ 15.00	\$ 12.00	\$ -	\$ -	\$ -	\$ -
Volunteer Staff In-Kind	\$ 56,940.00	\$ 45,552.00	\$ -	\$ -	\$ -	\$ -
Staffing Hours	Various seniors	Various Seniors	N/A	N/A	N/A	N/A
Other: (please specify)						
Platform Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Platform Liability Ins	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services	\$ -	\$ 1,900.00	\$ 1,900.00	\$ 1,206.00	\$ 1,266.30	\$ 1,400.00
hvac upgrades due to age	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
Building Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parking Lot Lease	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other	\$ -	\$ 1,900.00	\$ 1,900.00	\$ 1,206.00	\$ 1,266.30	\$ 21,400.00
Facility Costs Paid	\$ 72,358.00	\$ 62,702.00	\$ 69,990.00	\$ 78,489.00	\$ 82,413.46	\$ 109,965.00
Staffing Costs Paid	\$ 17,097.60	\$ 10,296.00	\$ 22,360.00	\$ 35,880.00	\$ 37,674.00	\$ 39,390.00
Total Paid	\$ 89,455.60	\$ 72,998.00	\$ 92,350.00	\$ 114,369.00	\$ 120,087.46	\$ 149,355.00
Volunteer In Kind	\$ 56,940.00	\$ 45,552.00	\$ -	\$ -	\$ -	\$ -
Total Contribution	\$ 146,395.60	\$ 118,550.00	\$ 92,350.00	\$ 114,369.00	\$ 120,087.46	\$ 149,355.00