

Bangor Area Comprehensive Transportation System

Policy Committee Meeting Minutes

October 24, 2017

Orono Council Chambers

Name	Representing
Rob Kenerson	BACTS
Cindy Meservey	BACTS
Connie Reed	BACTS
Dianne Rice	BACTS
Don Cooper	BACTS
Rob Yerxa	Town of Orono
Jeremy Caron	City of Brewer
John Theriault	City of Bangor
Scott Perkins	Town of Hermon
Ted Trembley	City of Bangor
David Pardilla	Penobscot Nation
Dana Wardwell	City of Bangor
Frank Higgins	City of Brewer
Sean Currier	Town of Hampden
Janna Richards	Town of Orono
Linda Johns	City of Brewer
Laurie Linscott	City of Bangor, Community Connector
Erik DaSilva	Bicycle Coalition of Maine

Approval of Meeting Minutes

Topic	Discussion	Action
Minutes	Rob Yerxa called the October 24 meeting of the Bangor Area Comprehensive Transportation System Policy Committee to order at 9:37 am, at Machias Savings Bank.	<i>Linda Johns made the motion to accept the minutes of September 19, 2017 Policy Committee meeting. John Theriault seconded the motion. Unanimously approved.</i>

Maine DOT Pavement Condition Analysis & Process

Topic	Discussion	Action
	Bob Skehan, a Highway Management Engineer from Maine DOT, did a presentation of their Pavement Condition Analysis and Process.	

	<p>Prior to 2015, the interstate analysis was done annually and HCP 1-5 were done every other year. Since 2015, HCP 1 and 2 are done annually and HCP 3 and 4 are IRI only and done every other year.</p> <p>Pavement condition data is imported into the Pavement Management System for integration and analysis.</p> <p>Lane choice/collection direction makes a difference when collecting one representative lane per section.</p> <p>Maine DOT can provide raw data at 1/10th mile intervals for HCP 1 to 3 roadways if requested.</p> <p>Rob Yerxa suggested a subcommittee be formed to continue working on this.</p>	
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Approve Final UPWP 2018-2019

Topic	Discussion	Action
	<p>The draft Unified Planning Work Program (UPWP) was posted for comments over the last month. No comments were received from the public or Maine DOT. Rob asked the Committee for a motion to accept the UPWP as the final plan.</p>	<p><i>Frank Higgins made the motion to approve the Unified Planning Work Plan as final. Linda Johns seconded the motion. Unanimously approved.</i></p>

MTP Report Released for Agency Review

Topic	Discussion	Action
	<p>Rob Told the Committee that the MTP must be reviewed by the Policy Committee and Maine DOT prior to posting it for public comments. He asked members to indicate whether they preferred a hard copy or electronic copy. Rob also asked that comments be sent to BACTS staff no later than November 14. He will bring the document back to the Committee in November for approval to post for public comments.</p>	

UPWP Task Adjustments

Topic	Discussion	Action
	<p>Rob asked the Committee for approval to make adjustments to the UPWP tasks for the last three months of the current contract. He would like to move funding from Task 14 to Tasks 2, 12 and 13 as more time was spent on these tasks than anticipated.</p>	<p><i>Frank Higgins made the motion to authorize Rob Kenerson to transfer funding from Task 14 to Tasks 2, 12, and 13 of the UPWP as presented. Scott Perkins seconded the motion. Unanimously approved.</i></p>

Audit Update

Topic	Discussion	Action
	<p>BACTS has received questions on the financial review from the auditors. Rachel is coming into the office on Thursday to help address these questions. The audit will be brought to the November meeting.</p>	

Transit Report

Topic	Discussion	Action
	<p>On October 4, the Federal Transit Administration notified MaineDOT that the 2017 STIP amendments to the transit element were approved. These amendments include those submitted by BACTS in September.</p> <p>The Community Connector has received the two brand new buses from Gillig. They should be put into the system by next week.</p> <p>Community Connector will be offering free rides on the entire network on November 7 voting day.</p> <p>November is Ride the Bus month.</p>	

Technical Issues

Topic	Discussion	Action
<p>Construction Updates</p>	<p>Bangor</p> <ul style="list-style-type: none"> • The waterfront sidewalk project has gone out to bid. • The 50/50 Outer Hammond Street project had a little done this fall. The project will be finished in the spring. 	

	<p>Orono</p> <ul style="list-style-type: none"> • The Town Office project is coming to a close. • The round about will be ready to go out to bid in December. • There are discussions on detour possibilities for the Route 2 culvert project. <p>Brewer</p> <ul style="list-style-type: none"> • The signal coordination is just about done. The system will run as two systems with one master. • Design on Mill Street will be starting next summer. • The right-of-way for the waterfront trail is being worked on. The project will go out to bid this winter and start construction next spring. <p>Hampden</p> <ul style="list-style-type: none"> • They have received the engineering quotes for adding crosswalks on Route 1A. • The MRC project is progressing. The roadway has been paved. 	
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Other Business

Topic	Discussion	Action
	<p>Rob suggested the Committee begin looking at the project rating criteria. The projects will need to be tied into the performance measures and targets established.</p> <p>BACTS policy states that Policy Committee approval is necessary when a purchase is over \$2,000. Rob is looking to purchase a new computer for Cindy in order to do more GIS work. The computer will cost less than \$2,500.</p> <p>The new BACTS website is now public. Cindy will start populating the information.</p> <p>Rob received an email from ITE indicating a few of the tables in the Trip Generations received have</p>	<p><i>John Theriault made a motion to approve the purchase of a computer for GIS mapping. Sean Currier seconded the motion. Unanimously approved.</i></p>

	<p>mistakes. They will be sending new files once the mistakes have been fixed.</p> <p>Dianne and Rob attended the Work Zone Safety Planning training. This is part one of the training for accessing the signal panels. The next level training will be held in November.</p>	
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Topic	Discussion	Action
Adjournment		<i>The meeting was adjourned at 11:15 a.m.</i>