

Bangor Area Comprehensive Transportation System

Policy Committee Meeting Minutes

September 19, 2017
Machias Savings Bank

Name	Representing
Rob Kenerson	BACTS
Cindy Meservey	BACTS
Connie Reed	BACTS
Don Cooper	BACTS
Rob Yerxa	Town of Orono
Jeremy Caron	City of Brewer
John Theriault	City of Bangor
Darryl Belz	Maine DOT
Chris Mann	Maine DOT
Randy Barrows	Maine DOT
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

Approval of Meeting Minutes

Topic	Discussion	Action
Minutes	Rob Yerxa called the September 19 meeting of the Bangor Area Comprehensive Transportation System Policy Committee to order at 9:40 am, at Machias Savings Bank.	<i>Laurie Linscott made the motion to accept the minutes of August 15, 2017 Policy Committee meeting. Sean Currier seconded the motion. Unanimously approved.</i>

Draft UPWP 2018-2019

Topic	Discussion	Action
	The Unified Planning Workplan (UPWP) is the document that details all the transportation planning activities scheduled to be accomplished within the MPO's boundaries during these two upcoming calendar years.	

	<p>Rob briefly went through the document explaining the changes to the tasks:</p> <p>Task 1: Includes funding for audit preparation.</p> <p>Task 2: Funding has increased to allow for employee time to attend professional development seminars.</p> <p>Task 3: Modeling activity will be sent out to a consultant.</p> <p>Task 4: Training and certification costs are now included.</p> <p>Task 8: TIM Group – local and statewide.</p> <p>Task 9: Keeping up with current issues.</p> <p>Task 10: Funding included for consultant scoping.</p> <p>Task 11: Performance Measures done for Transit.</p> <p>More coming.</p> <p>Task 12: Bike/Ped plan will stand alone. The MTP will point to it.</p> <p>Rob explained that he is looking for a motion to authorize staff to post the draft document on the BACTS website for input and ideas.</p>	<p><i>Dana Wardwell made the motion to authorize posting the draft UPWP on the BACTS website for input and ideas. Frank Higgins seconded the motion. Unanimously approved.</i></p>
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Signal Budget Adjustments - Brewer

Topic	Discussion	Action
	<p>Three projects in Brewer are ready to go out to bid, but need more funding. WIN 18646.00 needs funding to meet ADA upgrades, and higher PE & CE costs on the remaining two, WIN 18575.00 and WIN 20897.00. The total needed is \$81,387. Rob asked the Committee to approve transferring the total amount from the Holding WIN to the three projects. This will allow the City to put them out to bid.</p>	<p><i>Dana Wardwell made the motion to authorize the transfer funds from WIN 14272.40 to the following Brewer intersection and signal projects: Transfer \$15,000 to WIN 18575.00, \$61,312 to WIN 18646.00 and \$5,075 to WIN 20897.00. John Theriault seconded the motion. Unanimously approved.</i></p>

Interim Metropolitan Transportation Plan (MTP)

Topic	Discussion	Action
	<p>Rob received an email from Carlos Pena indicating that the MTP was last updated in June of 2011. The Plan must be updated every five years, which means it needed to be done in 2016. Carlos was asking for the status of the Plan.</p>	

	<p>BACTS can, with Committee approval, submit an interim plan with a letter extending the life of the current one. There are no significant changes to the MTP. The Highway section needs the most work and is currently approximately 80% done. Rob asked the Committee for a motion to approve submitting an interim plan.</p>	<p><i>Linda Johns made the motion to approve submitting an interim Metropolitan Transportation Plan (MTP). Dana Wardwell seconded the motion. Unanimously approved.</i></p>
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Transit TIP Amendment

Topic	Discussion	Action
	<p>A TIP adjustment for 2017 FTA Section 5307 funding funding of operating expenses for Community Connector decreasing ADA Paratransit Operating assistance from \$270,000 to \$80,000 and Capital-Eligible Preventative Maintenance from \$370,000 to \$180,000 and increasing the amount of Operating Assistance from \$535,000 to \$795,038 was presented.</p> <p>A TIP amendment for 2017 FTA Section 5307 to add a Capital Equipment Purchase project for the purchase of four rehabilitated buses in the amount of \$429,124; and FTA Section 5339 Small Urban Capital, adding two projects to include the State-allocated funding to the Bangor UZA for \$99,439 in 2017 and \$77,372 in 2016, both to be carried-forward, was presented.</p>	<p><i>Laurie Linscott made the motion to approve amending the BACTS 2017-2020 TIP as presented. Linda Johns seconded the motion. Unanimously approved.</i></p>

Transit Report

Topic	Discussion	Action
	<p>The first Municipal Partners Transit Committee meeting was held on September 6. Michael Crooker was voted in as Chair and Karen Fussell as Co-Chair. The next meeting will be on November 1. Suggestions for the agenda include a presentation on what Community Connector does and how it operates, as well as going over the finances for the system.</p> <p>Laurie announced that the two new Gillig buses arrived in Bangor last week and Gillig technicians are in Bangor providing the staff with training. The staff is hoping to have them on the road by</p>	

	<p>Monday. The buses have not yet been assigned to routes. At the end of September, the 1996 buses will be retired and put in the boneyard for disposal.</p> <p>In September, City Council approved a piggyback contract with the State of Connecticut to purchase the five new buses that Community Connector was awarded an FTA Section 5339 discretionary grant for \$1,441,600 in 2016 to purchase. Laurie stated that if the contract with the manufacturer is executed by October 1, she expects the buses will be delivered within the next two years.</p> <p>The Tri-State Transit Conference was held at the Hilton Garden Inn in Freeport September 13 – 15. Connie attended Thursday’s work session on Transit Asset Management. Community Connector staff attended various work sessions throughout the conference and City of Bangor Motor Pool staff participated in the three-day CTAA Certification Program on Vehicle Maintenance Management and Inspection. Next year’s conference will be held in New Hampshire. It was very well attended.</p> <p>Community Connector and BACTS have purchased Remix Software. The software is used for transit planning and will significantly reduce the time it takes to make route changes. Staff will be attending training in October.</p>	
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Way 2 Go Maine, Business-to-Business Commuter Challenge

Topic	Discussion	Action
	<p>Connie received a packet for the GO Maine Business to Business Commuter Challenge. The Challenge will last for 21 days beginning October 1. There is a link to the site on BACTS website.</p>	

Technical Issues

Topic	Discussion	Action
<p>Street Scan</p>	<p>Rob showed a video of Street Scan. The company maps the surface and subsurface road conditions. The process is GIS based and takes six weeks to two months to process. The basic package is</p>	

<p>Construction Updates</p>	<p>pavement condition, but signals and signs can be added as well. The cost includes training on how to use the information. The cost goes down when there are more lanes to process.</p> <p>Darryl will invite Robert Skeehan to the next meeting to present MDOT's pavement analysis program and answer questions.</p> <p>Bangor</p> <ul style="list-style-type: none"> • Broadway has been paved and striped. • Washington and Broad paving is done. Waiting on mast arms for signals. • The Hogan Road sidewalk project is done. • Newbury and Hancock signals are gone. The study showed there is no need for signals at the intersection. • Alden Street signal will be taken out this week and become right in, right out only. • Traffic signal timing and detection on Broadway are being worked on. • Park Street completion is expected the first of November. There is one-way traffic during construction – traffic north to Broadway is being diverted to Center Street. • Earle/Center Street design for safety improvements has gone out for proposal. • Summer Street is going to be discontinued in the near future. • Columbia Street is under construction to widen the sidewalk and reduce the travel lane to 14 feet. • French Street project ways awarded to Eastwood, bid came in lower than expected. • State Street project is done. <p>Brewer</p> <ul style="list-style-type: none"> • The signal projects voted on earlier are going out to bid. Betton Street will not likely be done this fall. • Phase II interconnect project on Wilson Street has been awarded to the same contractor that did Phase I. Camera delivery will be done this fall. The City is tying in five more intersections. 	
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	<ul style="list-style-type: none"> • Paving is being done on all roads in the East-West Industrial Park. • The Waterfront Trail Right of Way appraisals are all done and waiting on MDOT environmental certification before landowners can be approached. • Pedestrian forums are planned for October. • Walkability and placemaking audit was completed earlier in the summer <p>Hampden</p> <ul style="list-style-type: none"> • Received grant to replace docks at the marina. They will be installed next spring. • Maintenance mix from MDOT has been applied from Route 202 to 1A. • The access road to MRC is approximately one mile, the base was applied a little thin and will need refining, but when it is fixed, it will be accepted as a town road. • The Route 202 to 2 preservation project is planned for next summer. • The bridge will be replaced next year and after that the lower portion of Coldbrook Road will be paved. 	
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Maine DOT Report

Topic	Discussion	Action
	<p>The next Region 2 synergy meeting will be October 4 at 8:00 a.m. All projects in the area will be presented.</p> <p>Preliminary plans for the Orono culvert project should be ready within a week.</p> <p>DOT is preparing to submit a \$34 Million infrastructure grant application for part of the finances needed for the I-395 – Route 9 Connector construction.</p>	

Other Business

Topic	Discussion	Action
	<p>BACTS will have a new website soon. There are a few more changes to be made before it goes live.</p> <p>Next month will be Don's last meeting. He will be retiring on October 31.</p> <p>John Theriault asked if BACTS would be able to purchase the ITE books. There are three volumes for approximately \$700. Rob indicated he would order them.</p>	

Topic	Discussion	Action
Adjournment		<i>The meeting was adjourned at 11:25 a.m.</i>