



**MUNICIPAL PARTNERS TRANSIT COMMITTEE**

**Machias Savings Bank, Brewer**

**Wednesday, March 6, 2019**

**9:30 a.m. – 11:30 a.m.**

**Meeting Minutes**

**Attendees:**

**Members**

Amy Rau, Maine DOT (via phone)  
Mary Ann Hayes DOT (via phone)  
Kyle Drexler, Town of Orono  
Karen Fussell, City of Brewer  
Rich Cromwell, City of Bangor  
Ron Harriman, City of Old Town  
Jeremy Caron, City of Brewer

**BACTS Staff**

Rob Kenerson, BACTS  
Connie Reed, BACTS  
Cindy Meservey, BACTS

**Guests**

Marcia Larkin, Penquis  
Lisa Feldman, Transportation for All  
Jack McKay, Transportation for All

**Community Connector Staff**

Laurie Linscott, Community Connector  
Sherri Clark, Community Connector

**Call to Order:** The meeting was called to order at 9:35 a.m. by Karen Fussell. Introductions were made.

**Approval of January 19, 2019 Meeting Minutes:** Karen noted on the last page of the minutes under Other Business, the sentence reading "...and fiscal year 2019 local share will be based on the percentage of fiscal year 2018 total hours." should actually read "...and fiscal year 2020".

**Interlocal Service Agreements:** Rich Cromwell thanked the municipalities for sending comments on the draft of the Service Agreements. A new draft was emailed this morning which includes input from the towns. Rich asked all to review the new draft and add any further comments.

Karen Fussell indicated that a reminder will be set 30 days prior to the deadline for the next Interlocal Service Agreement.

Ron Harriman asked if there was a concise list of what has been changed from the previous agreements. Rich explained that there have been no agreements for several years. The current one has most likely been in draft form for three or four years. The previous agreement was more of a handshake or understanding.

Karen Fussell expressed concerns on the capital contribution. The City of Brewer has not set any money aside as other towns have. They have been paying as they go. The amount proposed for the set-aside is 2/3 what the City is currently paying annually. As it is set, Brewer will be paying fully for two new buses

over the next 10 years. Karen is uncomfortable with taking Brewer tax payers' money and putting it into a fund that will then belong to the City of Bangor. Also, the increase in cost will create questions with the Councilors. It will also bring up the discussion on eliminating the bus services. The Council has never talked seriously about this, but the citizens of Brewer may get to the point of weighing cost against value.

Rich will work with Deb Cyr to get a better explanation of the process. If the City applies for and receives grants, the contribution may be loess.

Karen pointed out that with the grants the City has received now, municipalities are still paying the normal amount.

Laurie explained that between 2020 and 2024 the FY18 discretionary grant will buy four new buses, with Brewer paying for one. She also noted that there is another opportunity to apply for VW funds. Mary Anne Hayes, via phone, explained that the State is planning to apply for more VW funds, but she's not sure how it will turn out.

Karen asked that the idea, contribution rate and schedule be laid out clearly. She also expressed that the methodology needs to be consistent.

Rob Kenerson asked if the methodology for MRC could be used in this situation. Karen explained that municipalities pay dues MRC, and they have a methodology to use those funds.

**Transit Performance Measures:** Mary Ann Hayes told the Committee that Maine DOT, BACTS and the Community Connector need an agreement on how to share data and review performance measures. There are six indicators already in NTD that can be used as performance measures. These include:

- Percent of fleet beyond use
- Operating expenses for vehicle revenue hours
- Operating expenses for ????? passenger trip
- Fare revenue and total operating expenses
- ????
- Safety and incident reporting

Connie and Cindy developed a form that Barbie will send out to all MPOs annually. Connie is willing to fill out the form for the Community Connector as she has access to the data.

The approval for using these six indicators would start here and then move up to the Policy Committee. Last year an MOU was developed. That can be done again this year.

Connie noted that asset management targets have already been done and safety rule in 2020 requires targets going forward.

**Transit Study Update:** The public survey ended on February 28. Rich does not have any hard numbers at this point, but over 1000 surveys were received. The public meeting was well attended. An employer

survey is now out. The City worked with the Chamber of Commerce to use their mailing list to reach as many businesses in the Bangor area as possible. This survey is different than the public survey. It has been tailored to businesses. It also contains an employee survey that is different from the employer survey. These are developed to get feedback on any unmet needs.

Jack McKay told the Committee that Transportation for All is impressed with Stantec. He pointed out that page 14 of the proposal verbiage of how they are conducting the survey. He assumed the survey process would have been done back in January, according to the public engagement plan. Jack also expressed concern over having only a three-day notice for the public meeting. More time is needed to plan to attend, especially when riding the bus.

Rick explained that the City is waiting for an updated engagement plan from Stantec. He agreed that three days is not enough time to give for a public meeting. Stantec is trying to get a message out four weeks prior to their arrival going forward.

Jack asked if Stantec could attend the next Committee meeting. Rich noted that if they were in Bangor and there was time in their schedule they could. The cost of the study buys only so many hours. If time is spent on tasks not originally included, the time must come out of tasks that were included. Rich also explained that the City is willing to allow the study to go a couple weeks beyond the original end date in order to get the best information possible.

**Community Connector Projects/Initiatives Update:** The Community Connector has positions open – dispatcher and bus drivers. Laurie is working on budgets and the Triennial Review. She doesn't have a date of when they will be here yet.

**Municipal Events/Projects/Developments Update:** Jeremy Clay informed the Committee that Brewer will be opening bids for the Eastern Avenue project tomorrow. This project will occur this summer.

Rob Kenerson said Ohio Street in Bangor will have a lot of work this summer as well. He doesn't know the traffic pattern, so he suggested Laurie talk with John Theriault.

Karen Fussell announced that the grand opening for the waterfront trail is scheduled for June 8. The City is planning on reserving the trolley for the event.

Kyle Drexler has had one meeting with the University shuttle. He is working to get the committee back up and going.

Rob Kenerson also noted that the bridge work in Hampden will have detours. Laurie has received an email from Sean and will check back with him.

**MaineDOT Update:** There will be a drug/alcohol training in Augusta in the Maine DOT conference room.

Ben Condon send the draft STIP to the MPOs last week.

**Other Business:** The next meeting is scheduled for Wednesday, May 1 at Machias Savings Bank in Brewer.

**Adjourn:** 10:50 a.m.