

Bangor Area Comprehensive Transportation System

Policy Committee Meeting Minutes

November 19, 2019

Brewer Auditorium

Members

Name	Representing
Rob Yerxa	Town of Orono
John Theriault	City of Bangor
Linda Johns	City of Brewer
Kyle Drexler	Town of Orono
Jeremy Caron	City of Brewer
Frank Higgins	City of Brewer
Eric Willett	City of Bangor
Belle Ryder	Town of Orono
Joe Hayes	Town of Orrington
Linda Johns	City of Brewer
David Pardia	Penobscot Nation

Maine DOT/FHWA

Name	Representing
Darryl Belz	Maine DOT
John Devin	Maine DOT

Staff

Name	Representing
Rob Kenerson	BACTS
Cindy Meservey	BACTS
Dianne Rice-Hansen	BACTS
Connie Reed	BACTS

Approval of Meeting Minutes

Topic	Discussion	Action
Minutes	Rob Yerxa called the November 19 meeting of the Bangor Area Comprehensive Transportation System Policy Committee to order at 9:32 a.m. at the Brewer Auditorium.	<i>Linda Johns made the motion to accept the minutes of the October 15, 2019 Policy Committee. John Theriault seconded the motion. Unanimously approved.</i>

Executive Director Search

Topic	Discussion	Action
	<p>The Search Committee met yesterday. John Theriault worked with Rich Cromwell and Lori Bagley reviewing the applications received. They received a total of 9 applications and brought the best 4 to the Search Committee. They have conducted preliminary phone interviews with 3 of the 4 candidates. The fourth candidate call is scheduled for Thursday. The Search Committee will be conducting interviews via Skype next Tuesday. They hope to have a candidate to present for recommendation to the Policy Committee at the December meeting. Rob Yerxa indicated that he was impressed with the pool of candidates.</p>	

2018-2019 UPWP Task Budget Adjustments

Topic	Discussion	Action
	<p>Rob Kenerson discussed required adjustments to individual task budgets for the 2018-2019 UPWP. There is no change in the total budget, the changes are moving funds from one task to another to cover deficits. Federal Highway Administration requires explanations if there is an adjustment of more than 10%, in the past.</p> <p>Task 1, Administration, there was more administrative work from BACTS as an MPO versus BACTS as a corporation. This added more hours to this task and less to general overhead. There was also more time for the new Director search and preparation and participation in the BACTS Triennial Review.</p> <p>Task 3, Data Collection, was over due to the significant regional sidewalk inventory Dianne has been doing. BACTS also paid for the StreetLight Data subscription under this task.</p> <p>Task 6, Bicycle and Pedestrian, had additional work on reviewing Heads Up projects in the BACTS area and more staff time in reviewing and completing the Pedestrian and Bicycle Plan.</p> <p>The amounts needed to cover the tasks over budget will come from Tasks 7 through 12. These</p>	<p>Belle Ryder made the motion to approve the 2018-2019 UPWP Task Budget Adjustments as presented. Eric Willett seconded the motion. Unanimously approved.</p>

	<p>tasks are under budget, as they did not require as much time as originally budgeted.</p> <p>Rob Yerxa asked if the budget included an overlap for the new Director. This budget ends on December 31, 2019, so the overlap will be included in the 2020-2021 budget.</p>	
--	--	--

Transit Report

Topic	Discussion	Action
<p>State of Good Repair ULBs</p>	<p>Connie provided a memo (see attached) of explanation on the transit state of good repair performance measures, transit asset definitions and useful life benchmarks (ULB) for rolling stock. She explained that transit agencies are required to set and report performance targets annually. MPO's are not required to set regional targets annually; however, MPOs must update targets when the MTP is updated and the TIP must show how the POP contributes to achieving the targets set in the MTP and link investments to show how the targets are being met. The Policy Committee initially set the rolling stock asset definitions and useful life benchmarks in 2017 when the regulations were implemented.</p> <p>FTA allows transit agencies to adjust their ULBs with approval. Acceptance of the annual National Transit Database (NTD) report means that the agency's modified ULB is approved. With the 2018 report year acceptance, Community Connector modified several useful life benchmarks. Although MPOs can have definitions and ULBs that differ from transit agencies, the Municipal Partners Transit Committee discussed modifying the BACTS rolling stock asset definitions and ULBs to better align with those being used by Community Connector since they are the only transit agency in the planning area.</p> <p>There are two new rolling stock asset classes in the fleet since the initial adoption of the transit state of good repair performance measures, a minivan and a trolley bus. Because these two assets were not included in the 2018 NTD report,</p>	<p><i>Belle Ryder made the motion to adjust BACTS transit asset definitions and useful life benchmarks for rolling stock as presented . Linda Johns seconded the motion. Unanimously approved.</i></p>

<p>New Buses</p>	<p>Connie suggested using the FTA default ULBs until NTD acceptance of a modified ULB, at which time these ULBs could be revisited.</p> <p>Changes include Standard Bus ULB from 14 years to 12 years; Extended Life Bus ULB from 18 years to 16 years; eliminating the Cutaway Bus from the asset classes as those have all been eliminated from the fleet; adding Minivan ULB 8 years; and adding Rubber Tired Trolley ULB 14 years.</p> <p>The question was asked if there was any difference in ULB depending on what part of the country the agency is in. FTA recognizes that agencies all have different operating environments and allows each transit agency to set their own ULBs, within reason, based on their experience. The FTA default benchmarks were developed based on the average age of vehicles that reach average condition rating.</p> <p>Eric Willett mentioned that when he was fleet manager, there were some buses that reached the point that the cost of repairing the vehicle was more than replacing the bus. The point of setting the ULBs is for agencies to plan for and better utilize funding to replace fleet vehicles when they need to be rather than have vehicles out of service and large portions of budgets used for maintenance.</p> <p>Erick Willett reported that two of the three new buses set to be arriving from California this week and put into service the week of Thanksgiving have been delayed. One was in an accident, and another has broken down during transit.</p>	
-------------------------	--	--

Technical Issues

Topic	Discussion	Action
	<p>Bangor</p> <ul style="list-style-type: none"> Union Street 50/50 has wrapped up for the winter. The project will be finished with sidewalks being installed in the spring. 	

	<ul style="list-style-type: none"> • Main Street had paving done last week. It still needs some patching. • The new Parking Garage entrance is finished and functioning differently. The landscaping and paver work is also done in Pickering Square. <p>Brewer</p> <ul style="list-style-type: none"> • The crosswalk and RRFB in front of City Hall is complete. • Everything has been wrapped up for winter. Staff is looking toward spring. <p>Orono</p> <ul style="list-style-type: none"> • The mill and fill project on Route 2/Park Street is done. • The LED streetlight conversion is almost completed. Some specialty fixtures still need to be done. <p>Old Town</p> <ul style="list-style-type: none"> • Rob Kenerson is working on LAP for Center Street signal. Sebago Technics is close to ready for PDR. They are looking to remove the slip lane on Center Street as it would take too much work to bring it up to ADA standards. Foundation designs will be done by a sub for Sebago Technics. Need to get borings done for the foundations. Estimate PE/ROW/CE to cost \$680,000. <p>Penobscot Nation</p> <ul style="list-style-type: none"> • A 24 unit elderly housing has just been finished. • Working on the Long Range Transportation Plan. 	
--	--	--

Maine DOT Report

Topic	Discussion	Action
	<p>More funding has been added to the MPI program for 2021 and 2022. The State is trying to make a better deal for the smaller towns.</p> <p>The bids were opened for the Ohio Street overpass bridge. It was awarded to T Buck. The project will be starting this winter with a completion date of October 31, 2020.</p>	

	The Kelley Road overpass bridge project is currently out to bid. It is due to start next spring.	
--	--	--

Other Business

Topic	Discussion	Action
2020 Projects	<p>Darryl explained that all projects were increased by 22% due to the higher bids coming in.</p> <p>Dianne received a call from Dan Loring indicating that one of the BACTS projects needed more funding. She then received an email from Darryl saying three others were the same way. He was able to find a couple projects that were finished that had a surplus to help offset the shortfalls, but more funding is needed. Dianne reminded the Committee that projects need to be fully funded prior to being put out to bid.</p> <p>Dianne went through the list of projects with a deficit. The Holding WIN has nothing available at this point.</p> <p>The deficit information was presented only to inform the committee of what is coming. The committee decided to wait for bid openings in January before tackling the shortfalls.</p> <p>Dianne and Rob have a meeting scheduled immediately after the Policy Committee meeting with Bangor, Brewer and Dan Loring to discuss the Penobscot Corridor projects and potential alternative funding options. .</p> <p>John Theriault noted that the cost of mast arms and foundations for signal projects has gotten so expensive that he is rethinking the Forest Avenue signal project.</p>	
MaineDOT Bureau of Planning Changes	<p>The MaineDOT Bureau of Planning is making changes in how they provide staff to assist and work with the MPO Boards and Committees. In the very near future, the DOT Regional Planners will be the point of contact for MPOs and Darryl will no longer be BACTS point of contact or the MaineDOT representative on the Policy</p>	

<p>MaineDOT Bid Opening Schedule</p>	<p>Committee. Rob Kenerson expressed appreciation to Darryl for all the good work he has done for BACTS over the years.</p> <p>Rob Kenerson asked if DOT could schedule bid openings for BACTS projects the week prior to a Policy Committee meeting. Otherwise the Committee has to wait a month to make a decision.</p>	
<p>Financial Review/Overhead Audit</p>	<p>The indirect rate for 2019 is 1.3475. The new rate for 2020 is 1.2216. The only note made by the auditors concerned the management discussion and analysis. BACTS has never done this in the past. Rob is looking for an example to use for the new director. When BACTS receives the 990, each of the members will get a copy.</p>	
<p>Commissioner Invite</p>	<p>Rob asked the Committee if they were interested in having the Maine DOT Commissioner attend a meeting in either January or February. The Committee agreed it would be a good idea.</p>	

StreetLight Presentation

Topic	Discussion	Action
	<p>Rob gave a presentation on StreetLight. The data comes from location services vehicles or phones with Bluetooth. They collect bicycle and pedestrian data as well. Information on destination, origin, volume and traffic patterns.</p> <p>Rob explained that the information obtained will be beneficial to staff when working on the MTP.</p>	

Topic	Discussion	Action
<p>Adjournment</p>		<p><i>The meeting was adjourned at 11:15 a.m.</i></p>