

# Attachment A

## Bangor Area Comprehensive Transportation System

### Policy Committee Meeting Minutes

March 17, 2020

Via Zoom

#### Members

Name	Representing
Rob Yerxa	Town of Orono
John Theriault	City of Bangor
Linda Johns	City of Brewer
Jeremy Caron	City of Brewer
Ted Trembley	City of Bangor
Eric Willett	City of Bangor
Sean Currier	Town of Hampden
Belle Ryder	Town of Orono
Joe Hayes	Town of Orrington
Laurie Linscott	City of Bangor
Frank Higgins	City of Brewer
John Rouleau	City of Old Town

#### MaineDOT/FHWA

Name	Representing
Darryl Belz	MaineDOT
John Devin	MaineDOT
Patrick Adams	MaineDOT
Carlos Pena	Federal Highway

#### Staff

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

#### Approval of Meeting Minutes

Topic	Discussion	Action
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<b>Minutes</b>	Rob Yerxa called the March 17, 2020 meeting of the Bangor Area Comprehensive Transportation System Policy Committee to order at 9:33 a.m. via Zoom.	<b><i>Linda Johns made the motion to accept the minutes of the February 24, 2020 Policy Committee. Belle</i></b>
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		<i>Ryder seconded the motion. Unanimously approved.</i>
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### Policy Recognition for 25 Years of Service

Topic	Discussion	Action
	Rob Yerxa presented Rob Kenerson with a plaque recognizing his 25 years of service. He read the plaque and thanked Rob for his years with BACTS. A gathering was held on Monday evening for colleagues and friends to pay tribute. The gathering was well attended and went very well.	<i>Belle Ryder made a motion to approve Rob Kenerson's retirement as Executive Director of BACTS. Eric Willette seconded the motion. Unanimously approved.</i>

### TIP Modification

Topic	Discussion	Action
	All federally funded projects must be in the State Transportation Improvement Program (STIP) and the Metropolitan Planning Organization's Transportation Improvement Program (TIP) in order to receive federal funding. These projects are located in the BACTS area and are funded with Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds; however, not all of the projects are funded through BACTS or with BACTS-allocated funds. BACTS must update the TIP when there is a change to any project, such as a funding increase or a request to add a project to the TIP. Once BACTS approves the updates to the TIP, MaineDOT also updates the STIP. MaineDOT must receive the BACTS Policy Committee endorsement when any federally funded project has a major scope change or cost increase or when MaineDOT wishes to add a project to the STIP. MaineDOT is requesting the following modification to the 2019-2022 TIP: • WIN 18915.20- Brewer, Wilson Street/I-395 Bridge- Additional funding added to the project (\$1,550,000.00)	<i>Belle Ryder made a motion to approve the modification to WIN 18915.20 – Brewer, Wilson Street/I-395 Bridge. Joe Hayes seconded the motion. Unanimously approved.</i>

### 2020-2023 TIP

Topic	Discussion	Action
	MaineDOT annually submits the Statewide Transportation Improvement Program (STIP), which includes each MPO TIP, to Federal Highway	<i>Frank Higgins made the motion to approve the 2020-2023 TIP and send the document to Maine DOT</i>

	<p>Administration (FHWA) and Federal Transit Administration (FTA) for joint approval. FHWA and FTA may not approve the STIP as complete and release the federal funds for any project unless and until all individual MPO TIPS have gone through their public comment periods and have been endorsed by their respective Policy Boards. At the January 2020 BACTS Policy Committee meeting, the committee authorized staff to prepare and post the draft 2020-2023 Transportation Improvement Program (TIP) for a 30-Day public comment period. The draft TIP was posted to the BACTS website for public comment on February 13th, 2020. As of March 10th no public comment has been received. The public comment period ends on March 13th, 2020. Attachment D includes the BACTS TIP and the Errata sheet. Once these are endorsed by BACTS, staff will submit these documents to MaineDOT. Once MaineDOT receives all MPO approved TIPS, they will initiate their 30-day public comment period for the Statewide Transportation Improvement Program (STIP). There is still opportunity to make comments on the TIP during the State’s public comment period.</p>	<p><b><i>for inclusion in the 2020-2023 STIP. Eric Willett seconded the motion. Unanimously approved.</i></b></p>
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### 2023 Work Plan Development

Topic	Discussion	Action
	<p>At the February BACTS Policy Committee, staff provided an update on the schedule for the development of the 2022-2023 capital workplan. BACTS Policy Committee must select the final projects for funding from the 2023 Federal Highway Administration capital funding to be submitted to MaineDOT at the July Policy Committee meeting. Each year members submit projects for consideration for future funding. BACTS staff conducts an initial scoring of the projects based on established criteria. Today, staff is requesting the Policy Committee take the following actions:</p> <ul style="list-style-type: none"> <li>• Review projects based on preliminary scores and estimates.</li> <li>• Determine the percentage to be allocated to each project type.</li> <li>• Select a short preliminary list of projects within the funding constraints of 2 times the 2023</li> </ul>	<p><b><i>Frank Higgins made a motion to accept the highlighted lists as the short list of projects for 2023. Belle Ryder seconded the motion. Unanimously approved.</i></b></p> <p><b><i>Frank Higgins made a motion to authorize staff to select an independent consultant to further develop scopes and cost estimates for the short preliminary list of projects, not to exceed \$10,000. Sean Currier seconded the motion. Unanimously approved.</i></b></p>

	<p>Allocation of \$1,780,150.00, so that staff can collect current data on the projects and preliminary list can be sent to MaineDOT for input and review.</p> <ul style="list-style-type: none"> <li>• Authorize staff to hire an independent consultant to further develop scopes and cost estimates, not to exceed \$10,000.00.</li> </ul> <p>Staff has highlighted the projects with the highest scores. These projects represent the recommended cut off for the preliminary short list.</p> <p>Rob Yerxa said that the Forest Avenue project can come off the list and be replaced by the Kelly Road project.</p> <p>Joe Hayes asked how many of the highlighted projects are signal projects. Dianne explained that page one is just preservation projects and page two are signal projects.</p> <p>Jeremy Caron asked why the Penobscot Corridor wasn't funded. Dianne explained that construction funding was taken from that project to fund shortfalls last year.</p> <p>Rob Yerxa asked if anyone was opposed to Dianne looking at all the highlighted projects. No one was opposed.</p> <p>Belle Ryder mentioned the discussion the Committee previously had regarding waiting to get estimates until closer to the construction phase. Dianne explained that the estimates are needed in order to submit the projects to Maine DOT. BACTS will request that estimates are adjusted to reflect a 2023 or 2024 construction year.</p>	
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**Transit Report**

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
	<p>Sara Devlin asked if there will be any interruption in transit service due to the COVID-19 emergency. Belle told the group that the Black Bear Orono Express is shutting down as of March 20. That's a seven-week service cut.</p>	

	<p>The Transit Retreat scheduled for April 7 is going to be rescheduled for May due to the current conditions. Staff is working with the facilitator to determine dates and will send notice out to participants.</p> <p>One of the tasks in the UPWP staff is working on is researching best practices for bus stop location and design. We will be working with Bangor City and Community Connector staff in the coming months to coordinate in developing a scope for the development of a bus stop policy. Staff is looking at StreetLight Data to see if it will be useful in informing where transit riders are going and coming from in placement of the stops. We will continue to update the Policy Committee on the progress.</p> <p>Over the past month, FTA made official announcement of appropriated formula funding for fiscal year 2020 so awardees could obligate grants. Community Connector met two of the six STIC performance factor categories which provides an additional \$548,915 in §5307 funding above the apportioned §5307 Urbanized Area formula funds of \$869,230. In addition to announcing the appropriated 2020 formula funds. Bus and Bus Facilities Formula §5339(a) funds allocated to Community Connector by MaineDOT for 2020 equal \$121,585. the Notice of Allocation of Fiscal Year 2019 Grants for Bus and Bus Facilities competitive funding §5339(b) was published in the Federal Register on March 2. The City of Bangor Community Connector was awarded funding in the amount of \$1,286,000 for construction of a new Bangor Transportation Center.</p> <p>March 18 is recognized as National Transit Driver Appreciation Day. It is an annual event to celebrate public service transit vehicle operators. The Bangor City Council has officially proclaimed March 18, 2020 as Transit Driver Appreciation Day.</p>	
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**Technical Issues**

Topic	Discussion	Action
	<p>Orono</p> <ul style="list-style-type: none"> <li>• Preconstruction for Kelly Road overpass will begin in mid-May. There will be a detour. The road will be closed on May 11, the Monday after UMaine Graduation. It must be open by August 25.</li> </ul> <p>Bangor</p> <ul style="list-style-type: none"> <li>• Work on Trail 5 has started. The bid came in a little less than expected.</li> <li>• Main Street and Union Street signal project will be starting up soon.</li> <li>• Ohio bridge project has begun. The road is now closed to traffic.</li> <li>• Sewer work is being done near the Doughty School.</li> </ul> <p>Brewer</p> <ul style="list-style-type: none"> <li>• The MPI was approved for North Main Street between State Street and Wilson Street.</li> <li>• The kick-off of phase 3 of the Riverwalk Trail will take place in 2021.</li> </ul> <p>Hampden</p> <ul style="list-style-type: none"> <li>• The Sewer/drain installs are underway on Route 202/9.</li> <li>• Emerson Mill Road bridge work is being set up.</li> </ul>	

**Maine DOT Report**

Topic	Discussion	Action
	<p>John Devin told the Committee that Maine DOT is building a detour in the median this year for the Souadabscook bridge work on the north side of I-95 in Hampden. The South bound side will be done next year Work should be completed by 2021.</p> <p>Bid prices are still coming in higher than expected. It is likely that some projects won't get funded.</p> <p>Darryl Belz mentioned there is \$770,292 for CY 2022 allocation. Rob Yerxa noted this gives a safety net when bids come in.</p>	

**Other Business**

Topic	Discussion	Action
	<p>If there are no action items for the April Policy Committee meeting. Sara will cancel the meeting. In July the Committee will need to select the final list of projects for the 2023 capital work plan.</p> <p>Dianne is going to be scheduling the Project Ride. She is going to wait a couple weeks to evaluate regarding COVID 19 situation. She is hoping to schedule the ride for the end of April or May. Committee suggested late May would be better.</p>	

Topic	Discussion	Action
<b>Adjournment</b>		<i>The meeting was adjourned at 10:24 a.m.</i>