



Policy Committee Meeting

July 21, 2020 at 9:30 a.m.

Zoom Meeting

Agenda

1) Call to Order

2) Public Comment

Members of the public in attendance of today's meeting have an opportunity to provide public comment on today's agenda items.

3) Approval of June 16, 2020 BACTS Policy Committee meeting minutes (Attachment A)

4) Staff Report (Attachment B)

5) Election of new Policy Committee Officers

Staff Report

In accordance with the BACTS Bylaws, all officers shall be elected biannually by the Policy Committee at the first meeting held after July 1 in even years. Rob Yerxa has served as the Chair for the past four years, John Theriault is the Vice Chair, and Linda Johns is the Secretary and Treasurer. New elected officers should be from a variety of municipalities. New officers will be elected for a minimum of two years.

Proposed Action: Nominate and elect BACTS Chair, Vice Chair, Secretary, and Treasurer for two-year terms.

6) Work Plan Development (Attachment C)

Staff Report

2022 Remaining Allocation

BACTS has an unprogrammed FHWA allocation of \$770,293.00 (does not include the 10% local match). In 2019, BACTS Policy Committee voted to withdraw funding from the Bangor portion of the Penobscot Corridor intersection improvements project, to fund the shortfalls in the 2019 project. The Bangor intersection project is part of a larger Penobscot Corridor Signal Project. At that time, the Committee agreed to prioritize funding for projects that were postponed or where funding was removed when funding became available. The Committee also expressed a desire to replenish the Holding WIN reserve to the minimum level recommended by MaineDOT. To bring the Holding WIN reserve to the MaineDOT recommend level BACTS would need to allocate \$89,121.00 in federal funding. The estimated need for the Bangor portion of the Penobscot Corridor is \$727,615.00

(\$654,854 Federal and State and \$72,762.00 Local) which could be funded with the unallocated 2022 funding. The Old Town Route 2 Intersection improvements project may also need additional funding, that project is currently in project development, an updated construction estimate is anticipated in May of 2021.

2023 Work Plan

Staff was able to get updated PCR scores for all the projects submitted for consideration since Maine DOT drove those projects in June or July of 2019. Staff utilized the most recent traffic counts available for scoring purposes. Staff organized a virtual project ride, which allowed municipalities to provide details on their proposed projects. The virtual project ride can be viewed here:

<https://youtu.be/Dwx0UFNmySw>

J.W. Sewall completed the updated cost estimates for all of the projects. The total cost estimate for all the submitted 2023 projects is \$6,108,815.00 The complete project scoring sheet is attached for the Committee's review.

The Committee must approve the allocation of the remaining 2022 funding of \$770,093.00 (Federal/State) as well as the 2023 funding of \$1,780,150.00 (Federal/State/Local).

Proposed Action:

- 1. Select projects to be funded with the remaining 2022 Federal Highway allocation of \$770,093.00***
- 2. Select projects to be funded with the 2023 Federal Highway allocation of \$1,780,150.00***

7) Bangor Oldin Road/ Route 2 Study ***Staff Report***

During the past several months, staff has been working with the City of Bangor on developing the Request for Proposals for the Oldin Road/Route 2 Traffic study. The study team invited five firms to submit study proposals. We received five strong proposals, which the scoring team reviewed, evaluated, and scored, based on qualifications. The scoring team met on July 10th to discuss the scores and selected J.W. Sewall to enter into contract negotiations.

Proposed Action: Authorize the BACTS Executive Director to enter into contract negotiations with J.W. Sewall for the Oldin Road/Route 2 Traffic Study.

8) Stay at Home Directive Traffic Analysis ***Staff Report***

Staff completed an analysis of traffic volume from March 15 to May 15, 2020 compared to the same time period in 2019. The analysis shows that overall traffic volume in 2020 was 48 percent lower than during the same time in 2019. Trips with origination points and exit points in the BACTS region both decreased by approximately 50.8 percent, with all analyzed origination and exit points experiencing decreases.

The number of trips having the same origination and destination location, meaning starting and ending within the BACTS region, decreased by 35.1 percent, with some locations showing increases in trip volume over the same period in 2019. The locations which had higher trip volumes in 2020 compared to the same time period in 2019 are:

Route 9/Route179 - Brewer	Forest Avenue - Orono	Route 16 - Old Town
Wiswell Road - Brewer	Ohio Street - Bangor	Route 43 - Old Town

In 2019, travel between home and work accounted for 16.4% (52,028) of the trips compared to 20.90% (34,249) in 2020. This increase is not surprising, as although overall volume decreased by close to half, those who were continuing to travel were likely traveling to get to an essential employment or service.

Trips to or from home to anywhere other than work made up 43.23% (137,156) of the trips in 2019, compared to 47.63% (78,074) in 2020. This metric can include anything from essential medical visits, grocery store or pharmacy trips, to trips to homes of family and friends, parks, etc. In 2019, travel not to or from home comprised 40.37% (128,064) of trips, but only 31.47% (51,582) in 2020. The decrease from 2019 to 2020 is not unexpected under a Stay at Home directive and would appear to be a high percentage given said directive. However, the BACTS region is a service center which individuals in communities from a significant portion of the state count on to provide essential medical, social, and other critical services that may not be available in their area.

There does appear to be a slight increase in speed with the decrease in traffic. In 2019, 2.93% of trips had speed greater than 40 mph, compared to 4.56% in 2020. While the increase in the percentage of total may not seem like a significant increase, comparing the difference in number of trips at each speed from one year to the next shows the number of vehicles traveling at the higher rates of speed did not decrease as much as the total trip volume did (48.3%).

Trip Speed (mph)	Traffic Volume		Change
	2019	2020	
70-80	143	119	-16.78%
80-90	66	59	-10.60%
90+	165	111	-32.73%

There appears to have been little change in characteristics to the trip length and duration of the traffic volume. In both 2019 and 2020, trips between 2 and 10 miles in length made up approximately 61% of the traffic. There are a significant number of trips in the region that are less than or equal to two miles. In 2019, this accounted for 26.56% of trips and in 2020, 22.85%. The majority of traffic volume in the region are trips which take less than 20 minutes. In 2019, 58.19%, and in 2020 56.44% of trips were up to 20 minutes in duration. Trips 60 minutes or more accounted for 3.27% of the traffic volume in 2019 and 4.02% in 2020.

Proposed Action: For discussion only

9) Transit Report

Staff and transit provider will provide updates on any initiatives or projects of interest in the region.

Proposed Action: For discussion only

10) Project Updates

Members will provide updates on BACTS funded construction projects in the region.

Proposed Action: For discussion only

11) MaineDOT Report

MaineDOT staff will provide an updated on any MaineDOT projects, polices or plans.

Proposed Action: For discussion only

12) Other Business

Discussion of other items not on today's agenda.

13) Upcoming Meetings

Municipal Partners Transit Committee – August 5, 2020

Policy Committee – August 18, 2020

Attachment A



BACTS Policy Committee Minutes
June 16, 2020
Via ZOOM

Committee Members	Affiliation
Rob Yerxa	Orono
John Theriault	Bangor
Linda Johns	Brewer
Frank Higgins	Brewer
Eric Willett	Bangor
Jeremy Caron	Brewer
Belle Ryder	Orono
Joe Hayes/Chris Backman	Orrington
Laurie Linscott	Bangor/Community Connector
Kyle Drexler	Orono
Sean Currier	Hampden
Paula Scott	Hampden
John Rouleau	Old Town
MaineDOT	
Chris Mann, Darryl Belz, John Devin, Randall Barrows, Kara Aguilar	
BACTS	
Sara Devlin, Connie Reed, Dianne Rice Hansen, Cindy Meservey	

1. Welcome – Rob Yerxa, Chair

2. Open Public Comment

There were no public comments.

3. Acceptance of May 19, 2020 meeting minutes

Joe Hayes moved to accept the minutes, and John Theriault seconded. The minutes were accepted unanimously.

4. Staff Report

Sara mentioned that the Odlin Road/Route 2/395 study RFP has gone out to bid. BACTS received 5 consultant bids. The study team will be reviewing and scoring those bids over the next month and will be coming back to the Policy Committee with a consultant recommendation at the July meeting.

5. 2020 Transportation Improvement Program Modification

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. BACTS must update the TIP when there is a change to any project. Once BACTS approves the revised TIP, MaineDOT also revises the STIP and submits the changes to FHWA and FTA. In March, the City of Bangor Community Connector was appropriated \$4,003,121 in CARES Act funding, which can be used for expenses occurring after January 20, 2020. This funding is available at 100 percent federal share, with no local share required. Community Connector will be utilizing the CARES Act funding for all operating expenses for the period of April 1 to June 30. Therefore, the City of Bangor is requesting the following modifications to projects programmed with \$5307 formula funding in the 2020 TIP:

WIN 020720.20	Urban Transit ADA Paratransit Service Operating Assistance	Increase	\$28,581	Federal Total	\$172,581
WIN 022757.20	Capital – Eligible Preventative Maintenance	Decrease	\$102,257	Federal Total	\$352,743
WIN 022761.20	Urban Transit System Operating Assistance	Decrease	\$118,685	Federal Total	\$657,315
WIN 024665.00	Capital Purchase - Customer Service and Reporting Software	Decrease	\$25,049	Federal Total	\$14,951

Eric Willett moved to approve the 2020 TIP modifications for WINs 020720.20, 022757.20, 022761.20, and 024665.00. Linda Johns seconded. All were in favor.

6. Work Plan Development

2022 Remaining Allocation

BACTS has an unprogrammed FHWA allocation of \$770,293.00 (does not include the 10% local match of \$116,015.00). All of the 2019-20 projects have been bid and there is no need for additional funding. There are 4 projects scheduled for 2021, all of which have sufficient funding based on the most current estimates. In 2019, BACTS Policy Committee voted to withdraw funding from the Bangor portion of the Penobscot Corridor intersection improvements project, to fund the shortfalls in the 2019 projects. The Bangor intersection project is part of a larger Penobscot Corridor Operational and Safety Improvement Project. At that time, the Committee agreed to prioritize funding for projects that were postponed or where funding was removed when funding became available. The estimated need for

the Bangor portion of the Penobscot Corridor project is \$653,009.00, which could be funded with the unallocated 2022 funding. The Old Town Route 2 Intersection improvements project may also need additional funding. That project is currently in project development, with an updated construction estimate anticipated in May of 2021.

2023 Work Plan

Staff was able to get updated PCR scores for all the projects submitted for consideration since Maine DOT drove those projects in June or July of 2019. Staff is working to get more up to date counts from Streetlight Data, including turning movement counts and will verify counts to ensure they are correct. If the counts cannot be verified, staff will use the most recent counts available. Staff attended individual online and call in meetings with Bangor, Brewer, Orono, and Hampden municipal reps and Brett Hart and Lynn Frazier from J.W. Sewall to review the projects that were short-listed and are under consideration for funding with the 2023 allocation. It was decided that in lieu of the traditional project ride, staff will meet individually with municipal staff to prepare information on each project for the Policy Committee to review.

Next month the committee will need to vote to allocate the remaining 2022 funds and to allocate the 2023 funds. The 2023 allocation is \$1,780,150.00 based on an 80/10/10 split. The preliminary estimates for the projects submitted for consideration is \$4,834,935.

Rob Yerxa asked about the balance of the Holding WIN. Staff stated that we are currently in the reserve of our Holding WIN and that the Holding WIN needs to be replenished with either the 2022 or the 2023 allocation. Rob Yerxa requested that staff be prepared at the July meeting to discuss what amount is needed to replenish the Holding WIN.

7. Presentation on StreetLight Data

StreetLight Insight is an interactive transportation data platform which is derived from two types of locational big data – navigation-GPS data, and location-based services. This platform simplifies data-driven infrastructure and policy planning by providing big data resources and software together. The data processing engine turns messy data into useful transportation metrics.

Kara Aguilar, P.E. from MaineDOT provided a brief presentation highlighting the uses of StreetLight Data.

Staff stated that StreetLight Data was being used for both the Oldin Road/Route 2 study and the Orono/Old Town Signalization study as part of the Unified Planning Work Program. Members were encouraged to reach out to staff to use the data. Orono asked if the data could be used to do a speed analysis. Orono requested some assistance with that speed analysis.

8. Transit Report

Laurie Linscott provided an update on transit service in the region. On July 1st the Community Connector will be going back to regular service, passengers will be required to wear face coverings, boardings will be at the front of the bus, fare will be collected, no longer limiting boarding to 10. All buses will have the driver barriers. The Community Connector is also planning a promotional Give-a-Way to help to promote transit in the region.

9. MaineDOT Report

Light Capital Paving will continue as scheduled for Summer 2020.

10. Technical Issues

Members updated the Committee on projects in each municipality.

11. Other Business

No other business was discussed

12. Adjourn

Linda Johns offered a motion to adjourn, and Frank Higgins seconded. The motion was approved unanimously.

Attachment B
Staff Report June 8-July 10

Transit Retreat Planning and Workshop: Staff worked with Facilitator Craig Freshley of Good Group Decisions to coordinate a transit retreat with Community Connector, participating municipal partners, and MaineDOT, which was ultimately delivered in a virtual workshop format on June 25. Good Group Decisions will be providing a formal report of the meeting. ***Attachment D***

N-CATT State Transit Symposium: MaineDOT was selected by the National Center for Applied Transit Technology (N-CATT) to host a State Technology Summit. Since the forum for the Summit has changed to a virtual platform space and resource availability have changed and MaineDOT and the Maine Transit Association (MTA) have asked the MPOs to participate in portions of the Summit. Staff has provided the planning committee responses to thoughts on the complete trip paradigm and will participate in the summit July 28-31.

Orono Speed Studies: Staff prepared speed studies for identified areas of concern in the Town of Orono using StreetLight data.

Draft RFP for Study on Administrative and Governance Structures of Transit Agency: Staff worked on a draft RFP for a consultant to perform a study of administrative and governance structures of transit agencies similar in size and make up of Community Connector.

Draft RFP for Orono/Old Town Signal Study: Staff is finalizing the draft RFP for the Orono/Old Town signal study. The RFP is scheduled to be released in September. The Policy Committee will be approving consultant selection in November.

CARES Act and Emergency Relief Funding FAQs: Staff has been following updates from FTA on CARES Act and Emergency Relief funding requirements and clarifications.

Office Coordinator Job Posting: Staff registered and submitted job posting to various employment and professional association websites.

Training and Webinars

- **ESRI Training**: Staff attended an ESRI two-day Introduction to GIS using ArcGIS training course on learning the capabilities of GIS, how geographic data is collected and managed and how to use visualizations to answer geographic questions.
- **NTI Demystifying Leadership Webinar**: Staff participated in National Transit Institute webinar on motivating and engaging teams, coaching and communication, leading teams to success.
- **NCATT Framework for Technology Decision Making Webinar**: Staff reviewed National Center for Applied Transit Technology webinar on recognizing needs and not getting attached to pre-conceived solutions, understanding that technology itself is not a solution, developing a tool to solve the problem, and ensuring that solutions are viable and manageable.
- **AMPO Legislative Update**: Staff participated in AMPO Legislative Update webinar discussing proposed INVEST in America Act funding and new programs and requirements (as of 6.18.20).