



Policy Committee Meeting

May 19, 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 March BACTS Policy Committee meeting minutes (Attachment A)

4) Staff Report (Attachment B)

5) Transportation Improvement Program Modifications

Staff Report

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 24313.00- Bangor, Hogan Road Sidewalk- Additional funding added to the project (\$292,647.00)
- WIN 23617.50-Carmel-Bangor, I-95 northbound bridge joint replacement, lineage WIN for CON and CE.

- WIN 23617.60-Old Town-Carmel, I-95 southbound bridge joint replacement, lineage WIN for CON and CE.

Proposed Action: Approve the proposed TIP modification for WIN 24313.00, 23617.50, and 2317.60

6) Old Town Locally Administered Project Update

BACTS staff has been administering the Old Town Main Street/Center Street and Water Street/Center Street projects. The original scope and budget allocated just under \$25,000 for consultant time and \$5,000 for staff (BACTS and MaineDOT) time, which was not sufficient to develop plans, specifications, and estimates. Staff has been working with MaineDOT, Sebago and the City of Old Town to develop the proposed budget adjustments. The project is approximately 50% complete with project development, and is scheduled for 2022 construction. Staff has executed a contract amendment with Sebago, for the additional costs for project development. Staff anticipates returning to the committee with a final construction estimate and funding options in the next 12 months.

Proposed Action: For discussion only.

7) CARES ACT Transit Funding Staff Report

Coronavirus Aid, Relief, and Economic Security (CARES) Act: On April 2, Transportation Secretary Chao announced that recipients of urbanized area and rural area formula funds will receive funding through the CARES Act at 100 percent federal share, no local match required. These funds can be used for operating expenses, preventative maintenance, paratransit service, rolling stock, equipment, and other expenses generally eligible under the program to prevent, prepare for, and respond to COVID-19.

In addition, administrative leave for transit personnel due to reduced operations during the emergency or because of a quarantine as a result of COVID-19 are eligible for reimbursement with CARES Act funds. Charter service not normally eligible under FTA programs, is eligible, IF implemented in order to deal directly with the pandemic, and can be used for up to 45 days without a waiver from FTA.

The City of Bangor Community Connector has been apportioned **\$4,003,122** in CARES Act funding. These funds can be used for **any** expenses occurring after January 20, 2020. Unlike regular §5307 formula funds, there is no lapse timeframe associated with the funding; however, FTA encourages recipients to use the funds as expeditiously as possible because Congress could rescind funds if they remain unspent.

The current draft Community Connector budget proposes to program \$1.8 million in CARES Act funding. The additional CARES ACT funding could be needed to maintain the current level of service in the future. At the last Municipal Partnership Transit Committee, the

committee discussed additional options for the use of the CARES Act funding. The City of Bangor will be providing alternative options for the participating municipalities to consider.

Proposed Action: For discussion only

8) Transportation Improvement Program Modification Process

Staff Report

MaineDOT has requested MPOs to reconsider their process for administrative modifications to the Transportation Improvement Program (TIP). Currently, when MaineDOT requests a modification to a MaineDOT-funded project in the TIP, the modification must be approved by the Policy Committee. MaineDOT is requesting that MPO Policy Committees grant the Executive Director authority to execute administrative modifications requested by MaineDOT with the Policy Committee being informed of all modifications. It would be within the Executive Director's discretion to take any modification to the Committee for approval.

Proposed Action: Authorize the Executive Director to execute all TIP administrative modifications as requested by MaineDOT.

9) Transit Report

Staff will provide an update on Transit Planning as part of the 2020/2021 Unified Planning Work Plan.

Proposed Action: For discussion only

10) Technical Issues

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 update on any MaineDOT projects, policies, or plans.

Proposed Action: For discussion only

12) Other Business

Discussion of other items not on today's agenda.

13) Upcoming Meetings

Policy Committee- June 16th, 2020

Transit Workshop-June 25th, 2020

Policy Committee – July 21st, 2020

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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Minutes	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.	<i>Linda Johns made the motion to accept the minutes of the February 24, 2020 Policy Committee. Belle</i>
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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><i>for inclusion in the 2020-2023 STIP. Eric Willett seconded the motion. Unanimously approved.</i></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"> • Review projects based on preliminary scores and estimates. • Determine the percentage to be allocated to each project type. • Select a short preliminary list of projects within the funding constraints of 2 times the 2023 	<p><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></p> <p><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></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"> • Authorize staff to hire an independent consultant to further develop scopes and cost estimates, not to exceed \$10,000.00. <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

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

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

Attachment B
BACTS
Staff Report
May 12, 2020

Odlin Road/I-395 Study – The study team has met to select consultant firms to invite to respond to the Request for Proposals. The study team will review proposals, interview consultants, and recommend a consultant for Policy Committee approval in July.

2020-2023 Statewide Transportation Improvement Program – On May 1, 2020, the Federal Highway Administration and the Federal Transit Administration, approved MaineDOT's 2020-2023 Statewide Transportation Improvement Program. The STIP can be found on MaineDOT's website here: <https://www.maine.gov/mdot/stip/>

2023 Work Plan Development and Project selection – At the March Policy Committee meeting, the committee authorized staff to select an independent consultant to refine the scopes and cost estimates for the short preliminary list of 2023 capital projects to be considered for funding. Staff had executed a contract with J. W. Sewall and the consultant is under way with their work. Due to COVID 19 staff has rescheduled the project ride to June 24th.

Data Collection – Due to the reduction in traffic as a result of the governors stay in place order, MaineDOT has delayed traffic count collection. Staff has been working with MaineDOT on preparing to collect information on the ADA ramps in our region. Data collection will begin over the next few weeks.

Bangor Build Grant Letter of Support - In 2015, BACTS completed a Broadway Corridor Study, in which several intersection improvements were recommended to enhance safety and mobility in the corridor. The City of Bangor has prepared a BUILD grant application for the Broadway Improvements at the NB and SB Ramps and at Earle Avenue (Tri City Pizza) intersection. The estimated cost for the project is \$1.6 Million. The City is proposing to cover 20 percent of the cost of the project and hopes that the grant will fund the remaining balance. BACTS has provided a letter of support for Bangor's application.

Municipal Partners Transit Committee - The Municipal Partners Transit Committee met on May 6 via Zoom. The meeting agenda and supporting documents are posted on the BACTS website. As is BACTS policy, the draft minutes are not publicly posted until approved by the committee; however, if any Policy Committee member would like to have further information about any of the discussions at the meeting, feel free to contact staff.

Transit Retreat Reschedule - Because of the social distancing restrictions, we have once again had to postpone the Transit Retreat. The tentatively rescheduled date is Thursday, June 25. The details about a location will be provided to participants as they become available.

Letter of Support for FY2020 Competitive \$5339 Bus and Bus Facilities Grant - BACTS received a request from Laurie Linscott at Community Connector to provide a letter of support for an FTA 5339 Bus Program Competitive Funding Opportunity Grant. The application requests funding to implement fixed route bus stops and bus shelters and eliminate flag stops. A letter was drafted by staff and approved and signed by Rob Yerxa on April 29, on behalf of BACTS.

Bus Stop Policy Development - Staff has been working with the City of Bangor to develop a plan for creating a bus stop policy and moving forward with the project to identify designated stops and amenities.

Website and Social Media Review - Staff has been reviewing the BACTS website and social media resources to identify areas where we can enhance content and improve user experience for our members and the public.

Webinars and Training

- **Office of Tribal Transportation webinars**
- **GIS webinars**
- **StreetLight Data webinars**
- **TIMS webinars**
- **Miovision webinar**
- **Metroquest webinars**

COVID-19 Transportation and Transit Related Impacts – Staff has been tracking changes and updating the BACTS COVID-19 webpage to report impacts to transportation and transit providers in the region.

Contracts (outside of the UPWP)

Traffic Incident Management

- Staff has been working with Southern Maine Planning and Development Council to discuss the Statewide TIM group and MaineDOT playing a more active role.

MaineDOT Rural Contracts

- BACTS received the scope of work for the rural contract in Penobscot County. Staff developed a proposal to submit to MaineDOT.