

2020 - 2021 Unified Planning Work Program Report

Task	Description	Staff ¹	Major Work Product / Milestone / Event
1 - MPO Administration and Coordination	Facilitate the management and supporting administrative tasks necessary for the operation of the MPO.	Sara Devlin Paige Nadeau Connie Reed Dianne Rice-Hansen	<ul style="list-style-type: none"> Financial Management / Review Committee Meetings and Support Coordination Collaboration Communication Annual Report By-laws Update 2022-2023 UPWP Development
2 - Professional Development	Develop the capability of BACTS staff.	Sara Devlin Paige Nadeau Connie Reed Dianne Rice-Hansen	<ul style="list-style-type: none"> Google Suite Training FHWA Administration VPI Training Attended Various Professional Conferences, Webinars, Trainings Maintained Professional Memberships, Subscriptions, and Affiliations
3 - Traffic Data Collection and Database Management Activities	Obtain, develop, and maintain traffic and roadway condition data to supplement MaineDOT provided data.	Dianne Rice-Hansen	<ul style="list-style-type: none"> Conducted and Performed Speed Studies for Various Members ADA Inventory in Region for MaineDOT Reviewed MaineDOT Crash Data
4 - GIS and Demographic Data	Develop and improve existing GIS data and make efficient use of data to create maps and tools.	Connie Reed Dianne Rice-Hansen	<ul style="list-style-type: none"> Maintained GIS Memberships Participated and Attended StreetLight Data Meetings and Trainings Reviewed MySidewalk Demographic Tool Prepared Speed Studies for Members Using StreetLight Data
5 - Public Outreach	Conduct public outreach and education efforts and encourage citizen involvement.	Sara Devlin Paige Nadeau Connie Reed	<ul style="list-style-type: none"> Prepared Public Notices and Requests for Public Comment for Various Documents Updated and Maintained Website and Facebook Prepared Title IV, Environmental Justice, and Non-Discrimination Plan Maintained and Updated Interested and Affected Parties List Answered Public Inquiries Updated Public Participation Plan

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6 - Bicycle and Pedestrian Transportation Planning	Foster a safe, interconnected, multimodal network with safe and convenient opportunities for nonmotorized and active modes.	Sara Devlin Connie Reed	<ul style="list-style-type: none"> • Participated in Various Workgroups and Webinars • Provided Guidance to Members, Groups, and Individuals • Reviewed Safety Data and Developed Safety Performance Targets • Researched Bicycle and Pedestrian Planning Best Practices
7 - Transportation Safety Planning	Increase safety for all users by promoting a greater awareness of transportation safety design and by implementing targeted safety projects at identified locations.	Sara Devlin Connie Reed	<ul style="list-style-type: none"> • Participated in Various Webinars and Workgroups • Provided Technical Assistance • Reviewed and Analyzed State and Regional Crash Data • Adopted and Supported MaineDOT Developed Safety Performance Management Targets
8 - Traffic Incident Management	Improve safety for the traveling public and first responders through coordination, communication and training.	Dianne Rice-Hansen	<ul style="list-style-type: none"> • Attended and Provided Coordination Assistance for TIM's Meetings in Penobscot County • Scheduled TIM's Responder and 'Train the Trainer' Trainings • Participated in Statewide TIM Group • Attended Various Trainings and Webinars • Prepared List of Emergency Responders in Rural Penobscot County
9 - Transportation Improvement Program Development	Develop a fiscally constrained program of investments reflecting investment priorities and making progress toward achieving performance targets.	Sara Devlin Paige Nadeau Connie Reed Dianne Rice-Hansen	<ul style="list-style-type: none"> • Updated TIP Scoring Process • Prepared Capital Workplan Timeline • Collected Data to Score Projects and Develop Prioritized Project Listing • Modified/Amended 2020-2023 TIP as Needed • Reviewed STIP • Compiled Annual Listing of Obligated Projects

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10 - Metropolitan Transportation Plan Update	Begin the process of updating the long-range Metropolitan Transportation Plan (MTP).	Sara Devlin Paige Nadeau Connie Reed	<ul style="list-style-type: none"> Conducted Interviews with Members to Identify Long Term and Regional Priorities Began Pre-Planning for Long-Range Plan Update
11 - System Performance Metric Data Collection, Tracking, and Reporting	Collect and maintain data required to evaluate transportation system condition and performance with respect to performance metrics and track progress.	Sara Devlin Connie Reed	<ul style="list-style-type: none"> Participated in Various Webinars, Meetings, and Workgroups Researched Performance-Based Planning and Programming Requirements Reviewed and Analyzed Safety Performance Targets Researched Various Performance Reporting Tools and Techniques
12 - Studies	Conduct studies to improve transportation in the BACTS area.	Sara Devlin Dianne Rice-Hansen	<ul style="list-style-type: none"> Odlin Road / Route 2 Transportation Study Orono Traffic Signal Coordination Study and Evaluation Plan <ul style="list-style-type: none"> Regional Bus Stop Policy Development Regional Traffic Signal Inventory / Assessment (In Progress)
13 - Transit Planning	Coordinate, support, and implement the transit elements of the MPO core functions and planning products.	Sara Devlin Paige Nadeau Connie Reed	<ul style="list-style-type: none"> Committee Meetings and Support Coordination Collaboration Communication Annual Report 2022-2023 UPWP Development Participated in Various Webinars, Meetings, and Workgroups Prepared Transit Elements of Current TIP and UPWP Worked with Community Connector for Various Federal/State Filing Requirements Including Providing Technical Assistance When Requested Prepared Letters of Support for Transit Projects within Region

1 - Staff Titles - Sara Devlin - Executive Director, Paige Nadeau - Office Coordinator, Connie Reed - Transportation Planner, Dianne Rice-Hansen - Transportation Project Manager