



Policy Committee Meeting

June 21st, 2022

9:30 AM

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 April 19th, 2022 BACTS Policy Committee Meeting Minutes (Attachment A)

4) Staff Report (Attachment B)

5) Vulnerability Assessment (Attachment C)

Staff Report

The study team and the consultant team held the Phase 1 - Vulnerability Assessment Kick Off meeting to initiate the study. Next step is data collection and identification of stakeholders and an advisory committee.

Proposed Action: *For discussion only.*

6) 2025 Federal Highway Capital Funding Allocation (Attachment D)

Staff Report

In 2021 the BACTS Transportation Improvement Program Committee revised the project prioritization and selection process, which allowed for a more efficient selection process. BACTS Staff utilized the new process to score projects for programming with the 2024 and 2025 Federal Highway Administration capital funding allocations. In July 2021, the BACTS Policy Committee approved project selection for the FY 2024 FHWA capital funding allocation, leaving the 2025 FY FHWA project selection to be approved in 2022. Today the BACTS Policy Committee will discuss the status of existing projects and approve the projects to be funded with the 2025 FY FHWA capital funding allocation.

Proposed Action: *Select projects to be funded with 2025 Federal Highway Funding allocation and provide list to MaineDOT for inclusion in the three-year Work Plan development and the four-year TIP/STIP development.*

7) Bus Stop Designation Project Update (Attachment E)

Staff Report

The public outreach phase of this project is underway. Public outreach will run from June 20th - July 20th. In addition to a hybrid public meeting on June 29th, there will be numerous other avenues for receiving public feedback. This project is being advertised through a press release, newspaper ads, and an informational flier which will be distributed online, in town offices, and to local organizations.

Proposed Action: *For discussion only.*

8) Bipartisan Infrastructure Law (BIL) Safe Streets and Roads for All Grant Program
Staff Report

The BIL has established a 5 year discretionary program which funds initiatives that prevent roadway deaths and serious injuries. Eligible activities include developing or updating a Safety Action Plan, conducting planning and design work to support the Safety Action Plan, or implementing projects identified in the Safety Action Plan. This funding can be accessed by MPOs, local tribes, municipalities, transit agencies, or can be applied for jointly by these groups. This year's grant round is due September 15th.

Proposed Action: *For discussion only.*

9) BACTS UPWP Budget (Attachment F)

Staff will provide budgetary information regarding the 2022-2023 UPWP budget.

Proposed Action: *For discussion only.*

10) Transit Updates

Staff and The Community Connector will provide updates on transit studies, operations, or other transit related items.

Proposed Action: *For discussion only.*

11) Project Updates

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

Proposed Action: *For discussion only.*

12) MaineDOT Report

MaineDOT staff will provide an update on any MaineDOT projects, policies, or plans.

Proposed Action: *For discussion only.*

13) Other Business

Discussion of other items not on today's agenda.

14) Upcoming Meetings

Policy Committee - July 19th, 2022

Transit Committee - July 20th, 2022



Attachment A
BACTS Policy Committee Meeting
April 19th, 2022 via ZOOM
Minutes

Committee Members	Affiliation
Jeremy Caron Linda Johns	Brewer
Amy Ryder	Hampden
Kyle Drexler Belle Ryder	Orono
Bill Mayo John Rouleau EJ Roach	Old Town
David Pardia	Penobscot Nation
MaineDOT / FHWA	
Jennifer Laliberte, John Devin, Jarod Farn-Guillette, Stacie Haskell	
BACTS	
Sara Devlin, Paige Nadeau, Madeline Jensen	

1) Call to Order

Meeting called to order by Belle Ryder at 9:31 A.M.

2) Public Comment

There were no public comments.

3) Approval of March 15th, 2022 BACTS Policy Committee Meeting Minutes

John Devin provided clarification on a MaineDOT item related to Hampden/Newburgh Route 69 - Begins at intersection of Route 9/202 and extends southerly to Winterport Town Line.

Linda Johns made a motion to approve the minutes with correction, as written, seconded by Amy Ryder. Roll call was taken, Belle Ryder abstained, rest of members unanimously approved.

4) Staff Report

Sara Devlin provided an update, the MTP RFP has been posted for proposals, Staff will provide updates periodically. BACTS is continuing to try to hire a Program Manager and will be posting a Planner position shortly.

5) State Transportation Improvement Program

Staff Report

The Statewide Transportation Improvement Program, as prepared by MaineDOT, has been through a public comment period which ended on April 7th, 2022. The document has been submitted to Federal Highway Administration and Federal Transit Administration for review and approval. Once approved, the final document will be able to be found [here](#). All projects identified in the 2022-2025 STIP will be eligible for funding, once approved. Any STIP amendments or modifications, within the BACTS region, will be approved by this committee.

Proposed Action: For discussion only.

Sara Devlin provided an update, Staff will keep the committee updated on when the STIP is finalized.

6) 2022-2023 Unified Planning Work Program Amendments

Staff Report

Staff has been working with MaineDOT on two amendments to the 2022-2023 UPWP;

- Amendment to include the unallocated 2020-2021 UPWP funds in the amount of \$145,184.97, identified in Task 5 of the 2022-2023 UPWP (this is FHWA PL funding).
- Amendment to increase FTA 5303 funding for FFY2022 from \$82,251.00 to \$107,025.00. This will also increase the in kind local match requirement from \$20,562.75 to \$26,756.25. (BACTS will be sending out letters to members for updated burdened hourly rates later in April/ early May).

Proposed Action: Approve the proposed 2022-2023 UPWP amendments.

Sara Devlin provided an update, during development of the 2022-2023 UPWP, MaineDOT was allowing carryover of some 2020-2021 UPWP funding. In addition, FTA 5303 funding has been released, BACTS is receiving about \$25K more, which increases in kind match requirements. BACTS will be receiving a contract modification from MaineDOT with these amendments.

Linda Johns made a motion to approve the proposed 2022-2023 UPWP amendments, as written, seconded by Amy Ryder. Roll call was taken, unanimously approved.

7) MaineDOT Congressionally Designated Spending Requests

Staff Report

MaineDOT has requested BACTS support for an application for a Federal Earmark for additional funding for WIN 025619.00, Orono Main Street Pedestrian Improvements. Currently the project has \$100,000.00 allocated in the BACTS TIP/STIP. This earmark request is for \$2.4 million dollars in federal funding. The additional funding will expand the scope of work to include improvements of additional sidewalks and crosswalks along Main Street in Orono. If MaineDOT is the recipient of the additional funding, this would require a TIP amendment to be approved by this committee. The letter of support for the additional funding request can be found [here](#).

Proposed Action: For discussion only.

Sara Devlin provided an update - Staff are working with MaineDOT to work on earmark requests. Earmark requests have to be for projects currently in STIP/TIP. If funding is allocated and earmark is granted, it will require a TIP amendment. Orono and BACTS provided letters of support, and will let the committee know if earmark is granted. Belle Ryder spoke about how important this project is for the Town. Members discussed how the project is currently in the TIP at a much smaller funding level, this would require a TIP amendment to expand the scope and add additional funding, there would be no additional costs from BACTS for this project. Members of the group asked if this project included signal work. The Town is hoping to add a second project which would include signal work. Sara Devlin further clarified that earmark projects must already be in the STIP/TIP and are different from grants.

8) BACTS Region Bid Schedule

Staff Report

At the March Policy Committee meeting members requested staff to develop a bid schedule of all of the projects in the BACTS region for 2022. Attached is the draft 2022 Bid Schedule for review and discussion.

Proposed Action: For discussion only.

Sara Devlin provided an update, attachment provided gives the members an overview of projects in the region and expected project timing. John Devin provided an update as well, costs are coming in high generally, 25%-40% higher. Stillwater Avenue bridges and approach work will be reviewed, bids came in very high. MaineDOT bridge maintenance crews will be performing repairs due to high bid costs, when able. Members of the group discussed if there are escalator clauses being built into estimates, due to bids coming in much higher than anticipated. Other members of the group discussed bids for projects in their municipalities and the costs are higher than anticipated as well.

9) Old Town Request for Transfer of Funding

Staff Report

In the current TIP BACTS has allocated \$665,750.00 to WIN 22445.00 - Old Town Mill/Fill on Stillwater Ave. That project has been advertised 3 times. Each bid came in well over the project estimates. The City of Old Town and MaineDOT have agreed to reject the bids, MaineDOT will treat this area with a Light Capital Pavement treatment, and the City will complete the sidewalk portion of the project with city funds. The City is requesting to transfer \$100,000.00 from WIN 22445.00 to WIN 023971.00, the Old Town Signal Project. The Old Town Signal Project currently has \$728,425.00 in funding for construction, and the most recent project estimate is \$720,348.00. Although it is unlikely that this project will experience any design changes which would increase costs, there are several other variables as part of the bidding process that will most likely increase costs (labor costs, material costs, size of project). The remaining \$565,750.00 would be transferred to the BACTS Holding WIN.

Proposed Action: Authorize the transfer of \$100,000.00 from WIN 22445.00 to WIN 023971.00, and transfer \$565,750.00 to the BACTS Holding WIN.

Sara Devlin provided an overview of the project to date (summarized above). Members of the group agreed that shifting the funds to the holding WIN is a good idea in this bid environment.

Linda Johns made a motion to approve the proposed action, as written, seconded by Jeremy Caron. Roll call was taken, unanimously approved.

NOTE AFTER MEETING MINUTES - The \$565,750.00 included a local share amount of \$331,300.00 which will not be transferred to the BACTS Holding WIN. \$224,450.00 is the total federal portion which will be transferred to the BACTS Holding WIN.

10) BACTS UPWP Budget

Staff Report

Staff will provide budgetary information regarding the 2022-2023 UPWP budget.

Proposed Action: For discussion only

Sara Devlin provided an overview, no questions or comments from the committee at this time.

11) Transit Updates

Staff and The Community Connector will provide updates on transit studies, operations, or other transit related items.

Proposed Action: For discussion only

Madeline Jensen provided an update on the Bus Stop project, meeting with Brewer and Bangor in the coming weeks, project progress is on track.

Belle Ryder informed the group that the University of Maine Student government has a concert that will be taking place at the Cross Insurance Center and are trying to arrange enough buses to arrange a shuttle, and would like to use the BBOE bus from 3PM until 12AM to shuttle college students.

12) Project Updates

Jeremy Caron provided an update on Brewer projects

- Getting ready to sign a contract for N Main and State, hoping to get wrapped up shortly.
- Another storm drain project, opening bids next week. Hoping for good prices.

13) MaineDOT Report

John Devin provided an update

- Interstate work through Bangor
 - Night work 9PM-6AM Ramps only, setting up signs in the first week of May
 - Expected to start milling 5/16
 - Wont close consecutive ramps to help with traffic

14) Other Business

Sara Devlin asked if the Black Bear Orono Express (BBOE) is waiting for raw data, there had been previous discussion regarding BACTS performing a survey, with the school year ending may be best to try for Fall. BACTS Staff could prepare over the summer for this survey.

15) Upcoming Meetings

Transit Committee - May 26th, 2022 (Tentative)

Policy Committee - May 17th, 2022

Meeting ended at 10:02 AM



Attachment B

Staff Report
June 2022

BACTS Program Manager / Planner - BACTS has tentatively hired a Planner, pending a background check.

In-Kind Request Forms - Staff have sent out in-kind request forms to members in order to calculate the required FTA match for federal funds. Staff will send follow up requests to members who have not yet responded.

Infrastructure Investment and Jobs Act (IIJA) - Staff continues to monitor the BIL and gather information as it becomes available, including attending Notice of Funding Opportunity webinars. Working with MaineDOT on apportionment.

Data Collection for GHG Inventory and Vulnerability Assessment - Met with BSC and Integral team members about the data collection needs for this project. We will be gathering information from all communities regarding areas such as waste management, demographics, tax assessments, etc.

Traffic Incident Management (TIM) - The TIMS website development is underway. Staff is working on content for the website. The website is anticipated to be completed by the end of Summer.

BACTS Transit Committee - Transit Committee met to discuss service changes, budgets, and the Bus Stop project.

MTP Preparation - The 2043 MTP RFP has been reposted. Submissions are expected to be returned in mid-July.

Service Provider RFP - Staff have continued to hear interest from rural communities looking to get assistance during the next round.

Meetings and Conferences

- MainedOT Coordination Meetings
- TIMS - FHWA webinar
- RAISE GRANT webinar
- Maine DOT Long Range Plan Meeting
- Statewide Strategic Transit Plan meeting
- MainedOT - MPO Monthly Check in Meeting
- Traffic Movement Permit Meeting - Broadway Road Bangor
- WTS Event
- PIP update meeting
- Statewide TIMS meeting
- Penobscot TIMS meeting
- Hancock TIMS Meeting
- MBTA Meeting
- Several meetings with Penobscot County Rural Communities (MainedOT Rural Contract)
- Meeting with New BACTS Intern
- MainedOT Family of Plans Update Meeting
- SS4A Grant Webinar

BACTS - VULNERABILITY ASSESSMENT AND CLIMATE ACTION AND ADAPTATION PLAN

June 2022 BACTS Policy Committee Update

To be delivered by Sara Devlin/BACTS Staff

- Project status/timeline
 - Project kicked off May 4th; meeting monthly with regional project management team and consultants
 - Phase I, including GHG Inventory and Climate Vulnerability Assessment, will take place through December. Anticipating draft Inventory and Assessment in the fall (October).
- Current activities
 - Centered on data collection for Phase I tasks. Targeting mid-July deadline for data collection. BACTS (Mary/Maddie) reaching out to community for data.
 - GHG Inventory data collection – Examples of data that will be requested:
 - Building counts/square footage – from tax databases
 - Energy usage in local government buildings
 - Wastewater plant daily/peak flow
 - Climate Vulnerability Assessment methodology and data assessment – Examples of data to be requested, as available:
 - Local GIS data (e.g., parcels, zoning, water/wastewater infrastructure, open space/trails)
 - Past environmental, infrastructural, or social vulnerability studies
 - Project Branding – developing a project name and templates for future project communications
- Thinking ahead
 - Thinking about project Advisory Committee charge, scope, and composition.

June 7th [Project Management Team slides](#) available as a resource, if desired.

Attachment D

Staff Report : The Transportation Improvement Program (TIP) subcommittee met on July 15th to discuss the cost estimates and funding allocations for the 2024 and 2025 BACTS TIP. The committee would like to make the following recommendations for Policy Committee consideration and approval:

Total Annual Allocation Available @ 80/10/10 split \$ 2,470,150.00

Municipality	Project Type	Project Location	Project Perimeters (To / From)	Project Length	Detailed Project Scope	Total Score	Cost Estimate	Running total
2024 Allocation Projects								
Brewer	Operational and Safety Improvements - Signal Project	Parkway South and Wilson	Intersection of Parkway South and Wilson	N/A	The project is to remove and replace detection cameras that are no longer supported by the manufacturer and remove and replace pedestrian push buttons to meet current ADA standards.	53	\$74,151.00	\$74,151.00
Bangor	Operational and Safety Improvements - Signal Project	Intersection of Kenduskeag and Griffin Road	Intersection kenduskeag Avenue and Griffin Road	N/A	The project is to include a complete upgrade of traffic signal equipment including but not limited to cabinet and mast arm foundations, mast arm structures, ATC controller and cabinet, signal heads, Gridsmart single unit intersection detection and power supply with battery backup. The need for a left turn lane on the Kenduskeag Avenue northbound approach was evaluated using Synchro 10/SimTraffic and the resulting queues and delays during the peak hours are acceptable so no widening work is included in this scope.	53	\$265,589.00	\$339,740.00
Brewer	Preservation	Parkway South	Wilson Street to I395 bridge joint	2400 Ft	The project is to include a 1 ½ " mill and overlay of existing travelway and shoulder pavement, to construct new sidewalk adjacent to Brewer Center for Health and Rehabilitation and to realign the crosswalk at the high school to a right angle meeting the new sidewalk. Install a Rectangular Rapid Flashing Beacon (RRFB) at the realigned crosswalk and advanced signing at the I-395 interchange crosswalk. Reset portions of curbing. Relocate crosswalk at I-395 access ramp and at Dirigo Drive to shorten crossing distance and improve pedestrian visibility.	45.5	\$542,360.00	\$882,100.00
Brewer	Preservation	State Street	Eastern Avenue to Penobscot Bridge	3700 Ft	The project is to include a 1 ½ " mill and overlay of existing travelway and shoulder pavement and curb replacement in areas showing damage or not meeting 5" minimum reveal. Update pedestrian access with ADA compliant ramps, tactile mats, push-buttons and pedestrian signal heads.	44	\$843,714.00	\$1,725,814.00
Orono	Preservation	Park St Preservation	Boulder Drive to Orono/Old Town Townline	3100 Ft	The project is to include a 1 ½" mill and overlay of travelway and shoulder pavement to address rutting and slow reflective cracking. Include ADA improvements at crosswalks as needed.	38	\$585,849.00	\$2,311,663.00
					To Holding WIN for future unallocated projects		\$158,487.00	\$2,470,150.00
2025 Allocation Projects \$ 2,470,150								
Bangor	Preservation	Outer Hammond Street (Route 2)	Hammond Street Extension to Hermon Town Line	2300 Ft	The project is to include a 2" mill, ½" shim and 1 ½" overlay of existing travelway and shoulder pavement. Adjust catch basins and manhole covers and clean structures.	41.33	\$445,300.00	\$445,300.00
Bangor	Preservation	Union Street (Route 222)	Griffin Road to Davis Road	7920 FT	The project is to include a 2" mill, ½" shim and 1 ½" overlay of existing travelway and shoulder pavement and a mill and overlay of the sidewalk. Replace curb with new concrete slip form curb. Adjust catch basins and manhole covers and clean existing structures. Add five (5) new structures per engineering design.	40.5	\$2,027,000.00	\$2,472,300.00
					Balance From Holding WIN		-\$2,150.00	\$2,470,150.00
					Remaining unallocated 2024 and 2025 capital funding		\$156,337.00	



WE WANT TO HEAR FROM YOU!



BUS STOP DESIGNATION PROJECT



PUBLIC MEETING INFORMATION

Wednesday, June 29th

5pm to 7pm

Bangor City Hall Council Chambers and Zoom

Please join us at the public meeting to learn more about the project, app, and how to provide feedback. To find the Zoom meeting link or the meeting recording, please visit the City of Bangor's website: <https://www.bangormaine.gov/calendar>



ABOUT THE PROJECT

The Bus Stop Designation Project will transition Community Connector service from flag stops to a fixed stop system. Specific locations for each route have been identified based on popularity, infrastructure, and the optimum distance between stops. We are seeking your valuable input! Visit the link below to review proposed stops, or call for assistance or to request a printed listing of the proposed stops. Please provide comments by July 20th. We thank you for your time.

Scan the QR code or enter the URL to view the proposed stops:
<https://experience.arcgis.com/experience/396e4994d18243e0b7f9787e7821c1ed/>



FOR MORE INFORMATION

Visit our Website: www.bactsmmpo.org

Email us: info@bactsmmpo.org

Give us a call: (207) 974 - 3111

Check out the [BACTS](#) or [City of Bangor](#) Facebook Page!

Attachment F
BACTS 2022-2023 UPWP
As of 05/31/2022

Task	Project	Total Alloted	Total Spent	In-Kind	Total Remaining	Contract to Date Trend			Forecasted Trend (Projected Figures)				
						Acutal % Usage	Amount Should be as of 05/31	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining
	FHWA						20.8%						
1	Admin and Coordination	\$333,914	\$57,009	\$0	\$276,905	17.1%	\$69,565	\$12,556	\$276,905	\$209,339	\$0	\$17,296	\$50,269
2	Programming	\$64,000	\$3,582	\$0	\$60,418	5.6%	\$13,333	\$9,751	\$60,418	\$13,582	\$10,000	\$530	\$36,305
3	Data and Studies	\$198,500	\$15,707	\$0	\$182,793	7.9%	\$41,354	\$25,647	\$182,793	\$41,999	\$50,000	\$17,688	\$73,107
4	Planning	\$184,000	\$5,528	\$0	\$178,472	3.0%	\$38,333	\$32,806	\$178,472	\$20,998	\$50,000	\$2,507	\$104,967
5*	Unallocated 2020-2021	\$125,000	\$7,851	\$0	\$117,149	6.3%	\$26,042	\$18,191	\$117,149	\$2,440	\$102,791	\$0	\$11,918
Total FHWA		\$905,414	\$89,677	\$0	\$815,737	9.90%	\$188,628	\$98,951	\$815,737	\$288,358	\$212,791	\$38,022	\$276,566
	FTA												
1	Admin and Coordination	\$49,628	\$15,926	\$3,185	\$30,516	32.1%	\$10,339	-\$5,587	\$23,776	\$59,158	\$0	\$1,360	-\$36,742
2	Programming	\$31,200	\$1,521	\$304	\$29,375	4.9%	\$6,500	\$4,979	\$23,439	\$5,778	\$0	\$0	\$17,661
3	Data and Studies	\$31,200	\$0	\$0	\$31,200	0.0%	\$6,500	\$6,500	\$24,960	\$0	\$0	\$0	\$24,960
4	Planning	\$93,600	\$7,680	\$1,536	\$84,384	8.2%	\$19,500	\$11,820	\$67,200	\$29,184	\$0	\$0	\$38,016
Total FTA		\$205,628	\$25,126	\$5,025	\$175,476	12.22%	\$42,839	\$17,713	\$139,376	\$94,121	\$0	\$1,360	\$43,895
Total		\$1,111,042	\$114,803	\$5,025	\$991,213	10.33%	\$231,467	\$116,664	\$955,113	\$382,479	\$212,791	\$39,382	\$320,461

* - Task 5 - Staff are working with MaineDOT and is currently in the process of being added to the 2022-2023 UPWP.