



Transit Committee Meeting

July 20th, 2022

1:30 PM – 3:00 PM

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 May 26th, 2022 Transit Committee Meeting Minutes (Attachment A)

4) Service Updates

Laurie Linscott will provide a brief overview of any service updates.

Proposed Action: For discussion only

5) Transit Center Update

Community Connector/City of Bangor Staff will provide a brief overview of any transit center updates.

Proposed Action: For discussion only

6) Ridership Report - Laurie Linscott (Attachment B)

Laurie Linscott will provide a brief overview of the ridership report.

Proposed Action: For discussion only

7) Budget Updates

Staff Report

The Community Connector/City of Bangor to provide an update on the proposed budget process.

Proposed Action: For discussion only

8) Bus Stop Designation Plan Update

Staff Report

The public comment period ends on July 20th. BACTS hosted a public meeting and has responded to public comments. After these public comments have been reviewed, BACTS staff will reach out to municipalities with final stop recommendations.

Proposed Action: For discussion only

9) Bus Stop Policy Update

Staff Report

The Bus Stop Policy and Design Guidelines were developed through the efforts and input of a Work Group consisting of Community Connector staff, Municipal Staff from each community participating in the Community Connector system, and MaineDOT Transit staff. The Work Group felt strongly

that in order to finalize the Policies of how bus stops will be managed and maintained, it is necessary to understand the total number and scope of bus stops and facility requirements in the system. The draft guidelines were used as a resource for designating fixed stops, and now that we know the number of stops in each municipality, the Bus Stop Policy and Design Guidelines need to be finalized and presented to each municipality's council or board of selectmen for final comments and final approval by the Transit Committee. To review the draft policy document, click [here](#).

Proposed Action: *For discussion only*

10) Rural, Intercity, and Commuter Transit Provider Updates

Any transit provider in attendance will provide an update on services, initiatives, and/or projects.

Proposed Action: *For discussion only*

11) Municipal Partner Updates

Members will provide updates on any initiatives or projects in the region which may affect transit.

Proposed Action: *For discussion only*

12) MaineDOT Update

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 Meeting

Tentatively week of September 19th, 2022

15) Adjournment



Attachment A
Transit Committee Meeting
May 26th, 2022
Zoom Meeting

Committee Members	Affiliation
Courtney O'Donnell John Theriault Debbie Laurie	Bangor
Linda Johns Karen Fussell	Brewer
Laurie Linscott Sherri Clark	Community Connector
Amy Ryder	Hampden
Kyle Drexler	Orono
EJ Roach	Old Town
William Biberstein	University of Maine
MaineDOT	
Lori Brann, Ryan Neale	
BACTS	
Sara Devlin, Madeline Jensen, Paige Nadeau	
Members of the Public	
Matthew Pelletier	

1) Call to Order

Meeting was called to order by Linda Johns at 9:02 a.m.

2) Public Comment

There were no public comments.

3) Approval of February 9th, 2022 Transit Committee Meeting Minutes

Linda Johns asked if there were any comments or corrections to be made to the minutes. John Theriault made a motion to approve, Kyle Drexler seconded. None opposed, accepted as written.

4) Approval of March 23rd, 2022 Transit Committee Meeting Minutes

Linda Johns asked if there were any comments or corrections to be made to the minutes. John Theriault made a motion to approve, Kyle Drexler seconded. None opposed, accepted as written.

5) Staff Report

Laurie Linscott provided an update, the Community Connector is still short staffed. Due to staffing shortages the Community Connector will be eliminating Saturday service, starting in mid June, for the foreseeable future. The Community Connector is looking to set up a class to help with recruitment and train drivers. The Community Connector is intending on offering free fare day on election day in June.

6) Ridership Report - Laurie Linscott

Laurie Linscott provided an update, ridership figures are improving over prior year, not as much as expected given gas prices, but overall better than FY21. BBOE doubled ridership over the prior year. Paratransit is also seeing increases, partially due to an increase in paratransit drivers and ADA vans.

7) Transit Committee Charter - Appointment of Non-Voting Transit Rider Representative

Staff Report

At the March Transit Committee meeting, members discussed the process for the appointment of a non-voting transit rider representative. The group discussed the Transit Committee would biennially review any interested persons who would like to be considered for appointment and would decide as a group who to recommend to the BACTS Policy Committee for appointment.

Sara Devlin provided an overview. The process would be as follows - there would be a call for a non voting rider representative for this committee, a list would be compiled and reviewed for eligibility by the Chair, Vice Chair, and Executive Director. This list would then be brought to the committee for review and the committee would select an individual to recommend to the Policy Committee for appointment.

8) Budget Updates

Staff Report

The Community Connector/City of Bangor to provide an update on the proposed budget process.

Debbie Laurie provided an overview of Q3 budget figures for the Community Connector. Overall, expenses and revenue are on track with current year expectations. Karen Fussell asked if municipal allotments are on track with previously discussed figures, Debbie Laurie agreed they are on track. The Transit Center is on schedule for a mid-October opening.

9) City of Bangor / Community Connector - FY22 Q3 Budget Updates and Q4 Bills

Staff Report

City of Bangor / Community Connector Staff will provide an update on FY22 Q4 bills which will be sent to members in the coming weeks. City of Bangor / Community Connector Staff will also provide Q3 budget updates.

Debbie Laurie provided an overview of the summary of local share by fixed route expenditure type. Debbie Laurie also provided an overview for the methodology for various budget items including fuel prices and new program requests for a Transit Tech/Admin Assistant and Janitor role.

Sara Devlin asked if the Tech/Admin Assistant is the same as a dispatcher position, Courtney O'Donnell clarified that the dispatcher position is already included in the previously proposed budget and that these two positions are new program requests. Discussion ensued regarding the original discussion at a previous committee meeting for four positions and the methodology for the budgets proposed for each of these positions.

10) Updated Capital Plan

Staff Report

The Community Connector will provide an updated capital plan for review and discussion.

Sara Devlin provided an update, this is a standing agenda item, to receive feedback from City of Bangor/Community Connector, no updates at this time.

11) Bus Stop Designation Plan Update

Staff Report

BACTS and Community Connector have completed the municipal meetings and are moving into the public outreach phase of this project. The advisory committee made comments on the public

outreach plan and drivers are being engaged to review the proposed stops before the public comment period begins in mid June.

Madeline Jensen provided an update on the Bus Stop Designation Plan. BACTS is engaging with the drivers this week and next week to receive feedback and will make adjustments based on their comments, then begin the public outreach phase. Municipal feedback from the meeting phase has been incorporated or will be incorporated prior to the public outreach phase. Sara Devlin also noted that the Policy portion will need to be updated accordingly when the Designation Plan is complete.

12) Rural, Intercity, and Commuter Transit Provider Updates

No updates at this time.

13) Municipal Partner Updates

John Theriault provided an update that the temporary bus hub has been moved to Broad street and seems to be going well. Laurie Linscott added that drivers are liking the location as well.

14) MaineDOT Update

No updates at this time.

15) Other Business

Laurie Linscott provided an update that the Community Connector is looking for volunteers for the bus ambassador program. She has asked members to share a flier promoting the program.

Community Connector has had two CDL instructor classes so far. One more class is expected to be held June 20th-22nd and 27th-28th, at the Brewer Community Center, about 40 hours in total. Cost is \$1500 per person, if members would like additional information or to sign up for the class they are encouraged to give Community Connector a call.

16) Upcoming Meeting

July 6th, 2022

Sara Devlin will send out a DoodlePoll for potential new dates due to potential conflict related to the holiday.

17) Adjournment

Linda Johns called the meeting to adjourn at 9:58 a.m.

Attachment B

FISCAL YEAR 2022July 2021 - June 2022																				
FIXED ROUTE																ADA		Black Bear	TOTAL FY22	% Change
Month	Hamden	Breward	BrewerShore	VOOT 1	VOOT 2	Capehath 1	Capehath 2	Capehath 3	HammondStreet	Center Street	Causeway	Mail Hopper	StillwaterAve	Mouthhouse	TOTAL	Paratransit	Drone Express	SYSTEM RIDERSHIP	PerMonth	
July	1,379	2,637	2,658	2,217	2,713	3,207	3,217	4,554	4,554	2,115	2,427	31,153	4,088	2,427	83,91	0	31,984	15,164	-1%	
Aug	1,386	2,640	2,431	2,388	2,889	3,130	2,944	0	4,403	1,966	3,814	25,62	3,053	2,562	70,553	0	20,5	13,610	-1%	
Sep	1,196	2,362	2,501	2,787	3,052	3,178	2,819	0	4,528	2,149	4,108	2,885	31,465	930	2,316	0	34,811	2%		
Oct	1,170	2,451	1,837	2,513	3,059	3,315	2,015	0	4,562	2,193	3,626	2,126	31,465	980	1,769	0	35,616	3%		
Nov	1,153	2,309	2,476	2,963	3,190	3,108	2,908	0	4,067	2,242	3,780	2,984	31,165	868	1,569	0	33,872	9%		
Dec	1,216	2,637	2,667	2,435	2,854	3,283	2,837	0	4,233	2,472	4,049	3,284	31,967	988	1,084	0	34,049	7%		
Jan	1,110	2,316	2,602	2,672	2,957	3,207	2,462	0	3,999	2,306	3,999	2,781	28,219	903	1,080	0	30,152	-1%		
Feb	1,178	2,458	2,684	2,671	2,818	2,690	2,405	0	4,001	2,592	3,529	2,992	31,148	854	2,246	0	32,214	11%		
Mar	1,473	2,914	2,704	3,165	3,236	3,469	3,058	0	4,790	2,291	3,911	3,611	34,600	1029	1,820	0	37,449	7%		
Apr	1,241	2,635	2,540	2,844	3,242	3,083	2,834	0	4,594	1,934	3,919	3,652	32,498	1025	1,984	0	35,507	11%		
May	1,453	2,842	2,644	2,808	3,328	3,472	3,072	0	4,714	2,897	3,854	3,907	32,028	981	2,001	0	34,007	0%		
Jun	1,329	2,725	2,743	3,202	2,783	3,394	3,013	0	4,714	1,724	3,754	3,110	31,991	1047	0	0	33,038	2%		
Total YTD	15,380	30,936	30,909	32,255	35,903	37,418	34,404	0	0	53,101	25,166	46,296	36,833	378,591	11,404	14,414	0	404,309		
%Change Per Route Per Region	-6%	-3%	0%	25%	18%	12.60%	6.81%			-18.24%	1.95%	-0.09%	18.74%	2%	32%		148%	5%		

PAST YEARS

FISCAL YEAR 2021 July 2020 - June 2021																		
FIXED ROUTE															ADA		Black Bear	TOTAL FY21
Month	Hamden	Brewer North	Brewer South	VOOT 1	VOOT 2	Capeshart 1	Capeshart 2	Capeshart 3	Hammond Street	Center Street 1	Center Street 2	Hamden/Hopkiss	Mail Hopkiss	Stillwater Ave	Mount Hope	Parantran	Orono Express	SYSTEMS ROSTER
July	1,678	2,720		2,168	2,141	2,413	2,002	1,438	3,059	2,740	2,771	3,558	271	3,109	630			31,660
Aug	1,600	2,774	2,378	2,133	2,483	2,187	2,138	1,382	3,027	2,436	469	1,920	3,473	2,857	31,257	655	32	31,944
Sep	1,480	2,598	2,478	2,578	2,729	2,131	2,304	1,378	3,043	2,777	368	2,132	3,578	2,846	32,425	679	965	34,069
Oct	1,587	2,846	2,868	2,569	2,086	1,111	3,167	138	3,277	2,904	503	2,229	4,194	3,050	35,331	725	914	36,570
Nov	1,146	2,474	1,973	2,364	1,973	2,024	2,746	2,634	2,778	2,664	392	1,756	3,674	2,327	29,753	626	745	31,141
Dec	1,234	2,793	2,706	1,888	3,037	2,755	2,622		3,887	3,705	347	1,915	3,921	2,970	31,710	729		31,899
Jan	1,189	2,582	2,505	1,773	2,116	2,666	2,665		4,524	2,573	437	1,995	3,860	2,581	29,404	683	227	30,314
Feb	1,128	2,467	2,307	2,032	2,321	2,470	2,704		4,251	2,436	431	1,116	1,996	3,680	2,296	27,374	640	28,917
Mar	1,095	2,499	2,193	2,499	2,635	2,337	3,005		4,016	2,464	430	2,464	4,387	2,910	29,557	657		34,500
Apr	1,313	2,671	2,855	1,849	2,788	3,024	2,940		4,523	2,054	404	2,054	4,054	2,345	30,416	818	382	32,116
May	1,192	2,414	2,486	1,938	2,516	2,394	3,004		4,366	2,144	396	3,976	2,144	29,444	793			30,237
Jun	1,473	2,498	2,691	2,384	2,880	3,106	3,128		4,792	2,562	2,318	3,990	1,969	33,593	811			32,404
Total YTD	16,319	31,853	30,849	26,894	30,553	33,230	32,168	4,336	21,016	19,429	4,756	24,676	46,338	31,021	372,185	8,646	5,762	386,583
															TRUE			

FISCAL YEAR 2020 July 2019 - June 2020																					
FIXED ROUTE														ADA		Black Bear		Express		TOTAL FY20	
Month	Hampton	Brewer North	Brewer South	VOOT 1	VOOT 2	Capeshart	Capeshart 2	Capeshart 3	Hammond Street	Center Street	Center 2	Gen'l Hopper	Stillwater Ave	Mount Hope	ADA Paratransit	Orono Express	Bus	SYSTEM RIDE	SYSTEM RIDE		
July	3,066	4,468	3,805	4,113	4,770	4,642	4,573	2,771	8,945	4,825	792	2,784	6,137	5,186	58,877	697			99,574		
Aug	3,040	4,675	4,010	4,142	4,864	4,698	4,573	2,564	8,933	4,974	1,068	3,052	6,935	5,311	60,828	712			101,544		
Sept	2,939	4,525	4,075	4,566	4,475	4,566	4,185	2,459	8,185	5,057	913	3,003	6,093	4,817	59,027	713	3,926		62,940		
Oct	3,255	4,915	4,264	4,514	5,062	4,769	4,628	3,077	7,110	5,274	1,540	7,028	5,608	5,605	65,085	823	4,397		70,305		
Nov	2,808	4,574	4,005	4,225	5,064	4,085	4,065	2,407	6,401	4,728	858	3,270	6,610	5,557	58,946	655	4,075		63,676		
Dec	2,981	4,531	3,935	4,172	4,844	3,674	2,403	2,602	6,967	4,604	2,901	2,678	4,680	5,497	58,907	701	4,411		64,009		
Jan	3,016	4,731	3,899	4,149	4,901	4,146	3,882	2,569	6,247	5,087	1,773	2,771	6,256	5,081	57,558	798	2,337		60,693		
Feb	2,653	4,518	3,800	4,077	4,838	3,693	3,819	2,421	5,965	4,554	1,011	3,003	6,126	4,836	55,314	768	5,121		61,203		
Mar	2,178	4,040	3,146	4,043	4,040	3,146	3,146	2,521	4,668	3,231	1,068	2,784	5,133	4,336	50,817	687	2,609		54,527		
Apr	1,084	2,387	1,833	1,221	1,373	1,692	1,180	1,101	3,365	4,565	1,184	2,734	1,954	25,302	322			137	23,824		
May	1,182	2,574	2,121	1,387	1,567	1,565	1,167	2,711	1,866	4,433	1,410	2,752	2,182	22,281	484			230	25,998		
June	2,662	4,505	4,005	4,175	4,909	4,005	3,882	2,569	6,136	4,969	1,540	7,028	5,608	5,605	65,085	823	4,397		70,305		
Total	29,764	42,852	40,822	41,177	48,345	43,278	42,632	26,806	65,136	48,704	8,727	31,641	65,251	52,168	594,784	7,875	25,876	270	628,085		

FISCAL YEAR 2018/2019 July 2018 - June 2019																	
Month	Fixed Route										ADA		Black Bear	TOTAL FY19			
	Hampden	Brewer North	Brewer South	VOOT 1	VOOT 2	Capheast 1	Capheast 2	Capheast 3	Hammond Street	Center Road	Center Road	Mail Hopper			Stillwater Ave	Mount Hope	Paratransit
July	2,421	3,869	3,668	3,513	4,070	4,290	4,233	2,040	7,358	4,047	965	2,820	6,739	5,406	55,457	451	55,908
Aug	2,928	4,121	4,376	4,332	4,588	4,950	4,621	2,631	7,552	4,640	884	3,332	7,373	6,273	62,631	421	63,052
Sept	2,826	4,172	4,616	4,616	5,326	4,988	4,686	2,631	7,488	4,154	888	3,148	6,759	6,173	62,631	421	63,052
Oct	4,478	4,679	4,259	5,428	5,557	5,035	4,646	2,433	5,815	4,201	918	3,820	7,454	6,575	67,618	611	73,557
Nov	3,011	4,611	3,778	4,843	5,389	4,413	4,479	2,312	7,269	4,738	892	3,276	7,067	6,220	62,138	594	73,768
Dec	2,926	4,620	4,077	4,078	4,948	4,442	4,395	2,091	6,199	4,422	1,271	3,272	6,861	5,837	59,427	561	63,964
Jan	3,226	4,409	3,628	4,495	4,801	4,410	4,135	2,275	7,243	4,739	853	2,998	6,413	5,637	59,442	639	70,207
Feb	2,907	4,129	3,608	4,762	5,023	4,495	4,416	2,301	6,124	4,582	896	2,990	5,841	5,469	57,541	574	63,539
Mar	3,495	3,826	4,137	4,826	5,065	4,495	4,416	2,301	6,124	4,582	896	2,990	5,841	5,469	57,541	574	63,539
Apr	3,095	4,954	3,947	5,047	5,901	5,101	4,796	2,296	6,849	4,669	1,382	3,632	6,362	6,336	63,234	710	70,138
May	3,505	4,973	4,228	4,995	5,437	4,840	4,471	2,655	7,306	5,120	1,001	3,034	6,595	5,983	64,008	685	75,554
June	3,505	4,973	4,228	4,995	5,437	4,840	4,471	2,655	7,306	5,120	1,001	3,034	6,595	5,983	64,008	685	75,554
Total	36,771	53,272	46,997	54,862	61,101	56,100	53,629	28,122	83,803	55,164	12,974	38,095	79,554	70,750	731,494	7,167	775,954