



Transit Committee Meeting

March 8th, 2023

2:00 PM– 3:30 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 November 30th, 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

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

Proposed Action: For discussion only

7) Council Endorsement Update

Staff Report

The Bus Stop Designation Plan and the Bus Stop Design and Management Guidelines have been endorsed by all partner councils. BACTS Staff presented to the City of Bangor Government Operations Committee. Next, the Gov Ops Committee will present to the full City of Bangor City Council. Following a final approval, the Bus Stop Design and Management Guidelines will be finalized, formal maintenance agreements will be drafted between the partners and Community Connector, and the Bus Stop Designation Plan will be implemented this Spring.

Proposed Action: For discussion only

8) Annual Budget and Capital Planning Discussion

Staff Report

The Community Connector annual budget is currently under development. The City of Bangor will provide an update on this process and highlight possible areas for coordination with the partners.

Proposed Action: For discussion only

9) Transit Incentive Programming

Staff Report

Community Connector is considering transit incentive opportunities to program for 2023. Try Transit Day and Election Day fare reductions have been used in the past. Community Connector will provide an overview of these programs and collect feedback from the partners.

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

June 14th, 2023 from 2:00 - 3:30 PM via ZOOM

15) Adjournment



Attachment A
Transit Committee Meeting
November 30th, 2022
Zoom Meeting

Committee Members	Affiliation
Courtney O'Donnell John Theriault	Bangor
Karen Fussell Linda Johns Jeremy Caron	Brewer
Laurie Linscott	Community Connector
Amy Ryder	Hampden
Belle Ryder	Orono
William Biberstein	University of Maine
Jack McKay	Non Voting Rider Representative
MaineDOT	
Lori Brann, Ryan Neale, Jarod Farn-Guillette	
BACTS	
Sara Devlin, Madeline Jensen, Evan King, Mary O'Flaherty	

1) Call to Order

Meeting was called to order by Belle Ryder at 9:00AM.

2) Public Comment

There were no public comments.

3) Approval of September 22nd, 2022 Transit Committee Meeting Minutes

Belle Ryder asked if there were any comments or corrections to be made to the minutes. Courtney O'Donnell made a motion to approve, Jeremy Caron seconded. None opposed, accepted as written.

4) Service Updates

Laurie Linscott provided an update, the Community Connector schedules have been updated. A new bus shelter has been installed in Old Town at the housing authority.

First CDL class is nearly completed. Looking at scheduling a new class with primarily all Community Connector drivers to start in January.

Community Connector is finalizing Transit Center training for staff, covering parking, traffic flow, and other logistics.

5) Transit Center Update

Laurie Linscott provided an update, the grand opening is scheduled for the first or second week of December. Finishing up final details, but would like everything to be fully complete prior to officially opening to the public.

6) Ridership Report

Laurie Linscott provided an overview. Ridership is slowly improving to pre Covid, figures are around half of pre Covid figures, which is what is trending for other agencies. Also important to note that these figures are without Saturday service due to route adjustments that were necessary. Saturday service typically has below ½ the amount of ridership than any given weekday, when in service. The Community Connector and City of Bangor note that they are working diligently to get back to Saturday service as soon as is feasible for the system.

Laurie Linscott provided an overview of the National Transit Database figures (NTD). This annual report provides an overview of cost per mile, breakdown of funds expended, among other statistics. Lori Brann added that while NTD figures are typically used for funding allocations, due to the pandemic FTA is using 2019 figures until riderships regain normalcy across the country.

Laurie Linscott also provided an overview of FY22 vehicle revenue hours, vehicle revenue miles, and unlinked passenger trips.

7) Bus Stop Design and Management Guidelines Update

Staff Report

The Bus Stop Design and Management Guidelines, formerly called the Bus Stop Policy and Design Guidelines, has undergone one final review and has been approved to move forward to councils for endorsement. The Bus Stop Working Group met to discuss needs for municipal council presentations which are targeted to take place this winter. To review the Bus Stop Design and Management Guidelines document, click [here](#).

Madeline Jensen provided an update. BACTS Staff are waiting to hear back from a couple of members regarding scheduling discussion with councils to answer any questions.

Members discussed the next steps in the process, presentation of the Guidelines to member councils for endorsement. Important note to remember that this document only needs to be approved by the City of Bangor council, the councils of the partners need only endorse the document.

8) Vision 2043 Update

Staff Report

The Metropolitan Transportation Plan (MTP) Update, now called Vision 2043, has launched. We are currently seeking feedback on Visioning and Goals. Please share with your networks which includes a survey link to tell us what is important to you. Also visit our [project page](#) to find more details.

Madeline Jensen provided an overview. BACTS has launched the MTP 2043 update and encourages members to share the survey, which is open until January 6th.

9) Community Connector Financial Reports

Staff Report

Courtney O'Donnell will go over the FY22 year end report and the first quarter of FY23 financials.

Laurie Linscott provided an overview. Overall FY22 expenses were slightly under budget and revenues were slightly over budget for the fixed route option.

Members discussed the local share carry forward amounts and how this should be treated.

Courtney O'Donnell provided an update to the group that ADA service is exceeding the need of the 5 vans they currently have. Discussion ensued regarding applying carry forward amounts toward the purchase of another van to add to the fleet. Members of the group will respond to Courtney O'Donnell with their municipalities decision regarding use of carry over funds.

Laurie Linscott provided an overview. Overall FY23 expenses are projecting slightly under budget and revenues are projecting over budget for the fixed route option. Discussion ensued regarding revenue variances expected due to outside factors, as well as capital reserve contributions and calculations from member match.

10) MaineDOT Strategic Transit Plan Update

Staff Report

Ryan Neale will provide a brief update on the Strategic Transit Plan which is part of the MaineDOT Family of Plans update.

Ryan Neale provided an overview. The Family of Plans provides an overview of various plans for multimodal planning across the State. Ryan Neale encourages municipalities to provide input during the public input time frame, plans are expected to be finalized in 2023.

11) Rural, Intercity, and Commuter Transit Provider Updates

No updates at this time.

12) Municipal Partner Updates

No updates at this time.

13) MaineDOT Update

No updates at this time.

14) Other Business

Discussion regarding frequency of meetings, group decided on meeting ¼.

15) Upcoming Meeting

Meetings will be held ¼ going into 2023, upcoming meeting date to be determined.

16) Adjournment

Belle Ryder called the meeting to adjourn at 10:30AM.