



Policy Committee Meeting

April 18th, 2023

1:00 PM

Brewer City Council Chambers and via Zoom

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 21st, 2023 BACTS Policy Committee Meeting Minutes (Attachment A)

4) BACTS Monthly Report (Attachment B)

5) Sewall Better Roads Presentation

Staff Report

Staff have coordinated with Sewall to gather data on pavement conditions on collector roads in the BACTS area. Sewall has released a preliminary report on the gathered data and has nearly completed BACTS' Better Roads assessment and entry of this data into the Better Roads system, which will help BACTS prioritize road maintenance projects, including scoring of submitted projects for the 2026-2027 TIP project selection.

Data collected on collector road segments include transverse, longitudinal and load-indicating cracking extent and severity, extent and severity of vertical distortion of pavement, and presence, type and quality of patching. Overall scores on pavement conditions will be derived from an aggregation of these factors and made available for staff in the region to aid in prioritizing paving projects via an online database tool. This will also include mapping and other visualization.

Sewall will give a presentation on Better Roads technology and the soon available assessment of pavement conditions on BACTS' collector roads.

Proposed Action: For discussion only.

6) BACTS UPWP Budget

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

BACTS 2022-2023 UPWP
As of 03/31/2023

Task	Project	Total Allotted	Total Spent	In-Kind	Total Remaining	Contract to Date Trend			Forecasted Trend (Projected Figures)				
						Actual % Usage	Amount Should be as of 2/28	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining
	FHWA						62.5%						
1	Admin and Coordination	\$333,914	\$206,330	\$0	\$127,584	61.8%	\$208,696	\$2,367	\$127,584	\$52,467	\$0	\$10,511	\$64,607
2	Programming	\$64,000	\$13,011	\$0	\$50,989	20.3%	\$40,000	\$26,989	\$50,989	\$11,206	\$10,000	\$421	\$29,362
3	Data and Studies	\$198,500	\$108,530	\$0	\$89,970	54.7%	\$124,063	\$15,533	\$89,970	\$25,898	\$40,045	\$2,859	\$21,169
4	Planning	\$184,000	\$53,909	\$0	\$130,091	29.3%	\$115,000	\$61,091	\$130,091	\$32,670	\$51,430	\$1,282	\$44,708
5	Unallocated 2020-2021	\$134,460	\$40,355	\$0	\$94,105	30.0%	\$84,038	\$43,682	\$94,105	\$6,729	\$102,799	\$95	-\$15,518
6	*Increased PL Funding	\$144,911	\$0	\$0	\$144,911	0.0%	\$90,569	\$90,569	\$144,911	\$0	\$144,911	\$0	\$0
Total FHWA		\$1,059,785	\$422,134	\$0	\$637,651	39.83%	\$662,366	\$240,231	\$637,651	\$128,971	\$349,185	\$15,168	\$144,327
	FTA												
1	Admin and Coordination	\$80,076	\$30,365	\$6,073	\$43,638	37.9%	\$50,048	\$19,683	\$33,696	\$31,724	\$0	\$773	\$1,200
2	Programming	\$13,800	\$2,533	\$507	\$10,761	18.4%	\$8,625	\$6,092	\$8,507	\$1,171	\$0	\$50	\$7,286
3	Data and Studies	\$13,800	\$3,209	\$642	\$9,949	23.3%	\$8,625	\$5,416	\$7,831	\$11,597	\$0	\$45	-\$3,811
4	Planning	\$162,500	\$50,371	\$10,074	\$102,055	31.0%	\$101,563	\$51,192	\$79,629	\$32,235	\$51,461	\$609	-\$4,675
Total FTA		\$270,176	\$86,477	\$17,295	\$166,403	32.01%	\$168,860	\$82,383	\$129,664	\$76,726	\$51,461	\$1,476	\$0
Total		\$1,329,961	\$508,612	\$17,295	\$804,054	38.24%	\$831,226	\$322,614	\$767,314	\$205,697	\$400,646	\$16,645	\$144,327

* Note - Increased PL Funding - Anticipated to be finalized in mid 2023. BACTS is working with MaineDOT to allow this figure to be rolled over to 2024-2025 UPWP.

The following figures are approximate and will not be finalized until an amendment letter is received from MaineDOT. After BACTS receives the amendment, the figures will be updated accordingly and members will be notified of the match. The following are provided below as DRAFT figures at this time for budgetary consideration only.

Proposed Action: For discussion only.

7) Transit Updates

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

Proposed Action: For discussion only.

8) Project Updates

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

Proposed Action: For discussion only.

9) MaineDOT Report

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

Proposed Action: For discussion only.

10) Other Business

Discussion of other items not on today's agenda.

11) Upcoming Meetings

Policy Committee - May 16th, 2023 at 1PM - Bangor City Council Chambers or virtually via Zoom

Transit Committee - June 14th, 2023 at 2PM - via Zoom



Attachment A
Policy Committee Meeting

March 21st, 2023

1:00 PM

Hampden Town Council Chambers and via Zoom

Minutes

Committee Members	Affiliation
Laurie Linscott Aaron Huotari John Theriault	Bangor
Jeremy Caron Linda Johns	Brewer
Amy Ryder Victor Smith	Hampden
EJ Roach	Old Town
Kyle Drexler Belle Ryder Rob Yerxa	Orono
Mark Leonard	Veazie
MaineDOT	
John Devin	
FHWA	
None in attendance	
BACTS	
Sara Devlin, Madeline Jensen, Evan King, Paige Nadeau, Mary O'Flaherty	

1) Call to Order

Meeting was called to order by John Theriault at 1:00PM.

2) Public Comment

There were no public comments.

3) Approval of February 18th, 2023 BACTS Policy Committee Meeting Minutes

No comments on the minutes, Belle Ryder made a motion to approve the minutes as written, seconded by Jeremy Caron, raise of hands, all in favor.

4) Staff Report

Madeline Jensen provided an overview of the updated MTP Vision and Goals, per discussion at the last meeting. Staff are looking to schedule a meeting with each municipality to discuss project and scenario needs for the next MTP task. Madeline Jensen also provided an update on the Penobscot Climate Action Plan. The Consultant will be visiting the area in April and would like to meet with municipalities and stakeholders to discuss needs.

5) **Safe Street For All Grant (SS4A)**

Staff Report

BACTS Staff has been encouraged to apply for the next round of funding for the Safe Streets for All Action Plan, which would allow BACTS to develop a comprehensive safety plan over the next 5 years. BACTS could use the grant to develop a regional safety action plan or for supplemental safety planning activities. The Actions Plans focus on the following: Leadership Commitment and Goal Setting, Planning Structure, Safety Analysis, Engagement and Collaboration, Equity Considerations, Policy and Process Changes, Strategy and Project Selection, and Progress and Transparency. SS4A Grant also offers Implementation funding, however an Action Plan must be developed prior to applying for implementation funding. The Action Plan grant requires a 20% local match, which can be met with an in-kind match.

Proposed Action: *Authorize BACTS staff to apply for the Safe Streets for All-Action Plan grant when the application becomes available.*

Sara Devlin provided an overview. BACTS was the only MPO not to apply in the previous round and has been strongly encouraged by FHWA to apply. BACTS will be reaching out to members for letters of support, minimum funding is \$250,000 over five years. Sara Devlin provided a brief overview of the anticipated timeline of expenditures under this grant. Sara Devlin also provided an overview of the 20% match, which could possibly be decreased with a State match portion and in-kind contributions.

Belle Ryder made a motion to approve the motion as written, seconded by Amy Ryder, raise of hands, all in favor.

6) **Project Selection and Prioritization 2026-2027**

Staff Report

Staff has coordinated with the TIP Ad Hoc Committee to develop the attached TIP Project Selection and Prioritization for the programming of BACTS 2026 and 2027 capital projects. The attached Project Selection and Prioritization Policy has been slightly modified for Policy Committee review and approval. Formal project submission will begin on Monday, March 27th, 2023.

Proposed Action: *Approve the amended BACTS Project Selection and Prioritization Policy and the Project Selection Timeline.*

Sara Devlin provided an overview. Ad Hoc Committee met a few weeks ago to review the TIP Project Selection and Prioritization, there were a couple small changes made from previous versions that were discussed with the group. Sara Devlin also provided an overview of the projected timeline for this process, including a project ride in July. Members of the group discussed the process for ensuring that current project submissions are fully funded. Discussion ensued adding verbiage to ensure that

Sara Devlin will add clarifying language and send out to the group for final approval.

Belle Ryder made a motion to approve the amended BACTS Project Selection and Prioritization Policy and the Project Selection Timeline, pending the added verbiage to add clarity around project funding, seconded by Linda Johns, raise of hands, all in favor.

7) **BACTS UPWP Budget**

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

BACTS 2022-2023 UPWP

As of 02/28/2023

Task	Project	Total Allotted	Total Spent	In-Kind	Total Remaining	Contract to Date Trend			Forecasted Trend (Projected Figures)				
						Actual % Usage	Amount Should be as of 2/28	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining
	FHWA						58.3%						
1	Admin and Coordination	\$333,914	\$194,738	\$0	\$139,176	58.3%	\$194,783	\$45	\$139,176	\$95,276	\$0	\$30,487	\$13,413
2	Programming	\$64,000	\$10,689	\$0	\$53,311	16.7%	\$37,333	\$26,644	\$53,311	\$11,753	\$10,000	\$727	\$30,831
3	Data and Studies	\$198,500	\$102,381	\$0	\$96,119	51.6%	\$115,792	\$13,410	\$96,119	\$39,635	\$40,045	\$11,390	\$5,049
4	Planning	\$184,000	\$42,600	\$0	\$141,400	23.2%	\$107,333	\$64,733	\$141,400	\$40,744	\$59,825	\$3,447	\$37,384
5	Unallocated 2020-2021	\$134,460	\$40,355	\$0	\$94,105	30.0%	\$78,435	\$38,080	\$94,105	\$7,770	\$102,799	-\$5	-\$16,459
6	*Increased PL Funding	\$144,911	\$0	\$0	\$144,911	0.0%	\$84,531	\$84,531	\$144,911	\$0	\$0	\$0	\$144,911
Total FHWA		\$1,059,785	\$390,764	\$0	\$669,021	36.87%	\$618,208	\$227,444	\$669,021	\$195,178	\$212,669	\$46,046	\$215,129
	FTA												
1	Admin and Coordination	\$80,076	\$29,368	\$5,874	\$44,835	36.7%	\$46,711	\$17,343	\$34,693	\$23,385	\$0	\$3,773	\$7,535
2	Programming	\$13,800	\$2,413	\$483	\$10,905	17.5%	\$8,050	\$5,637	\$8,627	\$2,282	\$0	\$250	\$6,096
3	Data and Studies	\$13,800	\$2,878	\$576	\$10,347	20.9%	\$8,050	\$5,172	\$8,162	\$10,844	\$0	\$495	-\$3,177
4	Planning	\$162,500	\$40,496	\$8,099	\$113,905	24.9%	\$94,792	\$54,296	\$89,504	\$39,929	\$59,856	\$173	-\$10,454
Total FTA		\$270,176	\$75,154	\$15,031	\$179,991	27.82%	\$157,603	\$82,448	\$140,987	\$76,439	\$59,856	\$4,691	\$0
Total		\$1,329,961	\$465,919	\$15,031	\$849,012	35.03%	\$775,811	\$309,892	\$810,008	\$271,617	\$272,525	\$50,737	\$215,129

* Note - Increased PL Funding - Anticipated to be finalized in mid 2023. BACTS is working with MaineDOT to allow this figure to be rolled over to 2024-2025 UPWP.

The following figures are approximate and will not be finalized until an amendment letter is received from MaineDOT. After BACTS receives the amendment, the figures will be updated accordingly and members will be notified of the match. The following are provided below as DRAFT figures at this time for budgetary consideration only.

Sara Devlin provided an updated, anticipated carryover, BACTS is working with MaineDOT regarding this. Sara Devlin proposed carrying over funding, due to anticipated changes in PL funding expected for the next UPWP. Sara Devlin encourages members to think about future studies they may want in the next UPWP cycle.

12) Transit Updates

Laurie Linscott provided an update. Driver appreciation day went well. Working on training employees as well as reviewing service levels.

13) Project Updates

John Theriault provided an update on Bangor projects

- Waterfront Trail
- Oak Street
- State/Forest

Jeremy Caron provided an update on Brewer projects

- South Maine Street out to bid in the next few weeks

Rob Yerxa provided an update on Orono projects

- College Ave/Stillwater Ave intersection April Advertise

14) MaineDOT Report

John Devin provided an update on interstate paving night work Hogan and Stillwater exits, travel lanes and ramp work.

15) Other Business

Members discussed VPI projects and updates that are being discussed for their municipalities.

16) Upcoming Meetings

Policy Committee - April 18th, 2023 at 1PM - Location TBD or virtually via Zoom

Transit Committee - June 14th, 2023 at 2PM - via Zoom

The meeting was called to adjourn by Belle Ryder, Linda Johns seconded, unanimous approval. Meeting was ended at 1:40PM.

Attachment B
BACTS Monthly Report
April 2023

BACTS Staffing - BACTS will be posting a job for a Transportation Planner near the end of April.

Office Hours - BACTS office hours will be changing to Monday through Thursday 8AM - 6PM in the coming weeks.

Traffic Incident Management (TIM) - Staff has been working with the TIMS groups on scheduling after action reviews and quarterly TIMS meetings. BACTS continues to work with MaineDOT on implementing the recommendations from the statewide TIMS strategic Plan. Agendas for TIMs groups have been prepared for the upcoming stakeholder meetings and will be sent out by the end of the month.

MTP Vision and Goals Statement - Staff have met with partners to assess future development plans and goals to prepare for scenario development and project prioritization. Public outreach and additional communication with partners will follow in the next few weeks/months.

Penobscot Climate Action Plan - Project consultant, Linnean Solutions, visited the region and held multiple meetings with stakeholders and municipalities to begin building relationships and outlining goals for Phase 2.

Collector Pavement Inventory and Analysis Data Collection - Sewall has released an initial high-level survey of the data. Sewall staff will present at the next Policy Committee meeting in April.

Old Town LAP - BACTS has awarded the contract to Frazier Signal Technologies, LLC. BACTS has received one proposal for construction inspection services and will be negotiating with the firm in the coming weeks.

Regional Traffic Signals - Sebago will be reaching out to meet with members to discuss the data needed for phase 2. Anticipate the signal group convening in May or June.

Orono Traffic Calming Policy - The Town of Orono has finalized its policy for traffic calming project prioritization and selection.

Rural Contract - BACTS Staff are nearing completion of the transportation element of Newport's comprehensive plan, pending final input and edits. BACTS staff have aided in determining the scope of a sidewalk improvement VPI project in Corinna. BACTS and MaineDOT are awaiting a scoping decision by the town. Staff will soon be involved with a VPI project centered on Main Street in Old Town and Main and Wilson Streets in Brewer. Hampden is deciding on a scope for a possible downtown VPI project. Orono is currently moving forward with a VPI project.

TIP Project Submissions, Prioritization and Selection - The BACTS TIP Committee met on March 8th to discuss a schedule for evaluating, prioritizing, approving and submitting projects to MaineDOT between May and September of 2023. The committee discussed a tentative schedule and related activities for project proposal and prioritization as well as approaches to spending unallocated IJA funding. Project submission is open, please submit projects using our google form.

Meetings and Conferences

- MaineDOT Coordination Meetings
- TIMS - Southern Maine TIMS Guidelines Meeting
- Southern Maine TIMS After Action Review
- EMDC Digital Equity Committee
- Efficiency Maine EV Charging Grant Webinars
- 2023 National Planning Conference, Philadelphia
- Bangor Council Bus Stop Endorsement
- 2023 Maine Sustainability and Water Conference
- FHWA/FTA Webinar for the Updated Guidebook on Model Long Range Transportation Plans
- Mitchell Center Talk Series
- Maine Trails Coalition - Street Project Screening
- Talking TIMS FHWA Webinar
- Bangor Council Workshops - VPI