



## ***Policy Committee Meeting***

**March 19th, 2024**

**1:00PM**

**Veazie Town 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 February 20th, 2024 BACTS Policy Committee Meeting Minutes (Attachment A)**

**4) BACTS Monthly Report (Attachment B)**

**5) Regional Bike Share**

**Staff Report**

Staff from Tandem Mobility will share information about the proposed regional bike share system, including: general costs, structure, potential partnerships, and next steps for implementation. If interest in moving forward persists, BACTS staff would like to discuss MOU development and BACTS staff's role in planning, coordination, and outreach for the system.

***Proposed Action: For Discussion Only***

**6) BACTS Collector Paving Prioritization (Attachment C)**

**Staff Report**

BACTS Staff have compiled a suggested prioritized listing for collector paving to occur in the upcoming MaineDOT work plan. In line with updating MaineDOT capital funding, BACTS will send 10% of total collector roads to MaineDOT for consideration.

***Proposed Action: Approve 10% prioritized listing for submission to MaineDOT for consideration in the next capital funding cycle.***

**7) Safe Streets For All - Grant Update**

**Staff Report**

BACTS has been working with FHWA on a contract so that Staff can move forward with releasing the RFP. Staff will provide an update on the planned project that this grant will allow us to pursue, and the steps towards the RFP release, including the timeline for Policy Committee review.

***Proposed Action: For Discussion Only***

**8) Corridor Study Analysis**

**Staff Report**

In light of the MDOT funding structure change, BACTS staff are conducting an analysis of existing corridor studies in the region to identify gaps in information and prioritize future study locations. Member feedback about corridor location/extent and overall prioritization schemes would be helpful.

*Proposed Action: For Discussion Only*

**9) BACTS UPWP Budget**

Staff will provide budgetary information regarding the 2024-2025 UPWP budget.

BACTS 2024-2025 UPWP As of 02/29/2024													23	Total	
Task	Project	Total Allotted	Total Spent	In-Kind	Total Remaining	Contract to Date Trend			Forecasted Trend (Projected Figures)					1	Months into contract
						Actual % Usage	Amount Should be as of 02/29	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining	22	Months left in contract
<b>FHWA</b>															
1	Operation and Coordinat	\$219,173	\$8,142	\$0	\$211,032	3.7%	\$9,529	\$1,388	\$211,032	\$167,845	\$1,500	\$16,578	\$25,109		
2	Programming	\$45,800	\$795	\$0	\$45,005	1.7%	\$1,991	\$1,196	\$45,005	\$21,749	\$22,500	\$100	\$657		
3	Data and Studies	\$188,500	\$4,640	\$0	\$183,860	2.5%	\$8,196	\$3,555	\$183,860	\$132,892	\$35,000	\$12,029	\$3,939		
4	Planning	\$453,600	\$2,192	\$0	\$451,408	0.5%	\$19,722	\$17,530	\$451,408	\$114,958	\$305,000	\$1,078	\$30,372		
5	Unallocated	\$366,617	\$0	\$0	\$366,617	0.0%	\$15,940	\$15,940	\$366,617	\$0	\$270,000	\$0	\$96,617		*Anticipated transfer to FTA for Transit Studies
<b>Total FHWA</b>		<b>\$1,273,690</b>	<b>\$15,768</b>	<b>\$0</b>	<b>\$1,257,922</b>	<b>1.24%</b>	<b>\$55,378</b>	<b>\$39,609</b>	<b>\$1,257,922</b>	<b>\$437,444</b>	<b>\$634,000</b>	<b>\$29,784</b>	<b>\$156,694</b>		
<b>FTA</b>															
1	Operation and Coordinat	\$79,500	\$1,753	\$351	\$77,397	2.2%	\$3,457	\$1,704	\$69,657	\$75,108	\$0	\$2,635	-\$8,086		
2	Programming	\$9,900	\$350	\$70	\$9,480	3.5%	\$430	\$81	\$8,532	\$9,499	\$0	\$0	-\$967		
3	Data and Studies	\$17,100	\$0	\$0	\$17,100	0.0%	\$743	\$743	\$15,390	\$17,216	\$0	\$250	-\$2,076		
4	Planning	\$161,062	\$0	\$0	\$161,062	0.0%	\$7,003	\$7,002	\$144,955	\$0	\$165,000	\$2,499	-\$22,544		
<b>Total FTA</b>		<b>\$267,562</b>	<b>\$2,103</b>	<b>\$421</b>	<b>\$265,038</b>	<b>0.79%</b>	<b>\$11,633</b>	<b>\$9,530</b>	<b>\$238,534</b>	<b>\$101,824</b>	<b>\$165,000</b>	<b>\$5,384</b>	<b>-\$33,674</b>		
<b>Total</b>		<b>\$1,541,253</b>	<b>\$17,872</b>	<b>\$421</b>	<b>\$1,522,960</b>	<b>1.16%</b>	<b>\$67,011</b>	<b>\$49,139</b>	<b>\$1,496,456</b>	<b>\$539,268</b>	<b>\$799,000</b>	<b>\$35,169</b>	<b>\$123,020</b>		

The following are provided are DRAFT figures at this time for budgetary consideration only.

*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 - April 16th, 2024 at 9:30AM - Old Town City Council Chambers

Transit Committee - April 10th, 2024 at 2PM - via Zoom



**Attachment A**

**Policy Committee Meeting**

**February 20th, 2024**

**9:30AM**

**Orono Town Council Chambers and via Zoom**

**Minutes**

<b>Committee Members</b>	<b>Affiliation</b>
Anja Collette Aaron Huotari John Theriault	Bangor
Linda Johns	Brewer
Jon Clements Amy Ryder Victor Smith	Hampden
Mitch Stone Rob Yerxa	Orono
<b>MaineDOT / FHWA</b>	
Claire Winter	
<b>BACTS</b>	
Madeline Jensen, Paige Nadeau, Jacob Stein	

**1) Call to Order**

Meeting was called to order by John Theriault at 9:30AM.

**2) Public Comment**

There were no public comments.

**3) Approval of January 16th, 2023 BACTS Policy Committee Meeting Minutes**

No comments on the minutes, Linda Johns made a motion to approve the minutes as written, seconded by Jon Clements, roll call vote taken, all in favor.

**4) BACTS Monthly Report**

Jacob Stein provided an update on the Better Roads database, currently coordinating with members and consultants for a training to be held in early March. BACTS is also meeting with FHWA to discuss the SS4A grant and next steps.

Madeline Jensen provided an update on the Climate Action Plan, thanking members for their involvement throughout this process.

Paige Nadeau let the group know that BACTS is currently in the hiring process for a new Planner to join the team.

**5) BACTS' 2024-2027 Transportation Improvement Program**

**Staff Report**

Staff has coordinated with MaineDOT and the Community Connector to develop the draft 2024-2027 Transportation Improvement Program (TIP), which can be found on the BACTS website. The draft TIP was released on **February 6th** for a 10 day public comment period which will end on **February 21st**. BACTS Staff will update members of the group if any substantial public comments were received during the public comment period.

**Proposed Action:** Approve the BACTS' 2024-2027 TIP as written for submission, pending any potential substantive public comments received on February 21st.

Paige Nadeau provided an update. No public comments have been received as of the time of the meeting, pending any substantive public comments seeking authorization to finalize the 2024-2027 BACTS TIP and send it to MaineDOT.

Linda Johns made a motion to approve the motion as written, seconded by Victor Smith, roll call vote taken, all in favor.

**6) Regional Traffic Signal Master Plan - Final Update**

**Staff Report**

Staff have coordinated with Sebago to compile data on the regional traffic signals in the BACTS area. Sebago has released a final report on the gathered data. This analysis will help BACTS prioritize traffic signal maintenance, including scoring of submitted projects for future Transportation Improvement Programs as well as better align the BACTS region with the new funding initiatives proposed by MaineDOT regarding capital improvements.

**Proposed Action:** *For Discussion Only*

Jacob Stein provided an overview. Members of the group discussed the importance and usefulness of the final report for planning in the future. No additional comments were made by committee members. BACTS will work on finalizing the report with the consultant.

**7) Brewer South Main Street - Corridor Study**

**Staff Report**

Over the past several weeks, Staff have composed an RFP for a corridor study on South Main in Brewer between Wilson Street and Abbott Street. The RFP was posted January 22nd with a due date for proposals of February 14th. BACTS Staff will discuss the number of proposals received at this meeting. The proposal scoring committee reviewed, scored and selected their preferred consultant. Staff is requesting authorization to enter into contract negotiations with the preferred consultant.

**Proposed Action:** *Approve BACTS to enter into a contract with the selected consultant for a total contract price not to exceed \$100,000.00*

Jacob Stein provided an overview of the RFP process. BACTS Staff are waiting to hear back from one of the references of the firm that scored the highest and will coordinate with members of the committee regarding next steps. Linda Johns made a motion to approve the motion as written, seconded by Aaron Huotari, roll call vote taken, all in favor.

**8) BACTS 2023-2026 TIP - Administrative Modification Discussion**

**Staff Report**

Staff have discussed a potential administrative modification to the 2023-2026 TIP. Details of this request can be found below.

The City of Bangor received a quote for the Penobscot Corridor project that requires additional funding of \$35,000 related to additional cameras needing to be installed in both Bangor and Brewer to get the adaptive signal system fully functional. WIN 23573.00 (State Street/Forest Avenue), has a projected surplus in the WIN of around \$180,000. The City of Bangor would like to request that \$35,000 be transferred from WIN 023573.00 to WIN 23114.00.

The City of Bangor is also working on the design plans for the traffic signal upgrade at the intersection of Kenduskeag Avenue and Griffin Road, WIN 026354.00. This project is currently funded for \$265,589. Based on recent discussions with traffic signal installers as well historical pricing, we believe this project is underfunded. The City of Bangor would like to transfer \$135,000 from WIN 023573.00 to 026354.00.

Additionally, these transfers would be reflected on the errata sheet for the 2024-2027 BACTS TIP, once finalized.

***Proposed Action:*** For discussion only. If in favor with the group, administrative modifications require a three day comment period for members of the Policy Committee prior to amendment.

John Theriault provided an overview. Discussion ensued regarding costs of this type of project (signals) and budgeting going forward for the region. Members of the group were agreeable to the administrative modification, as outlined above. BACTS Staff will send an email with the required three day comment period to members of the group.

## **9) Regional Bike/E-bike Share Potential**

### **Staff Report**

There has been increasing interest and discussion lately about expanding micro mobility options in the region. Tandem Mobility, which is the provider of the e-bike share program in Portland, is interested in expanding to this region. They have indicated a particular focus on regional connectivity and using e-bikes as a legitimate transportation mode. They have already begun meeting with local towns to site possible locations. BACTS Staff are interested in better understanding whether there is widespread interest from member towns and, if so, how we can be of assistance with coordinating this regional collaboration.

***Proposed Action:*** For discussion only.

Madeline Jensen provided an overview. A number of members have been contacted about a regional approach for e-bike/bike share program in this region. Discussion ensued, members of the group were agreeable to BACTS having a representative from Tandem Mobility attend the next Policy Committee meeting to discuss more.

## **10) BACTS UPWP Budget**

Staff will provide budgetary information regarding the 2024-2025 UPWP budget.

**BACTS 2024-2025 UPWP**  
**As of 02/29/2024**

Task	Project	Total Alloted	Total Spent	In-Kind	Total Remaining
FHWA					
1	Operation and Coordinat	\$219,173	\$0	\$0	\$219,173
2	Programming	\$45,800	\$0	\$0	\$45,800
3	Data and Studies	\$188,500	\$0	\$0	\$188,500
4	Planning	\$453,600	\$0	\$0	\$453,600
5	Unallocated	\$250,000	\$0	\$0	\$250,000
Total FHWA		<u>\$1,157,073</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,157,073</u>
FTA					
1	Operation and Coordinat	\$79,500	\$0	\$8,833	\$70,667
2	Programming	\$9,900	\$0	\$1,100	\$8,800
3	Data and Studies	\$17,100	\$0	\$1,900	\$15,200
4	Planning	\$277,679	\$0	\$41,679	\$236,000
Total FTA		<u>\$384,179</u>	<u>\$0</u>	<u>\$53,512</u>	<u>\$330,667</u>
Total		<u>\$1,541,253</u>	<u>\$0</u>	<u>\$53,512</u>	<u>\$1,487,740</u> *

	Invoiced in 24	Invoice in 25
Bangor	\$15,878.08	\$27,440.61
Bradley	\$227.93	\$393.91
Brewer	\$4,083.11	\$7,056.45
Hampden	\$1,657.70	\$2,864.84
Hermon	\$78.79	\$136.18
Milford	\$995.64	\$1,720.68
Old Town	\$2,967.01	\$5,127.60
Orono	\$3,577.13	\$6,182.03
Orrington	\$240.31	\$415.30
Veazie	\$483.63	\$835.82

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\*The following are provided are DRAFT figures at this time for budgetary consideration only.  
 \*\*Figures are provided to give members an approximate amount for the calendar year 2025 invoicing. Once available, final figures will be provided in a timely fashion to members.

In addition, BACTS has calculated the approximate local portion, by member, for calendar year 2025. BACTS Staff are currently coordinating with MaineDOT regarding finalizing the local match required for tasks as outlined in the 2024-2025 UPWP which was approved at the end of January 2024. These figures may change depending on the following factors; the finalization and adoption of the 2020 census (adjusting the MPO boundaries slightly as well as updating the population counts for members) and coordination with MaineDOT regarding finalization and utilization of funding.

**Proposed Action:** For discussion only.

Paige Nadeau provided an overview. Discussion ensued regarding reasons for increase to local contribution, driven primarily by increased federal funding available to the region that requires a local match. This increase allows for larger scale regional planning to occur, in addition to additional planning studies having an opportunity for funding as well. These studies provide the opportunity to align the region for potential capital funding that is becoming available.

**11) Transit Updates**

The Bus Stop project is still in the works. Madeline Jensen also informed the group that there is funding in the TIP for bike racks on the buses.

**12) Project Updates**

Rob Yerxa provided an update on Orono projects

- VPI going right along, public meeting is coming up.

Jon Clements provided an update on Hampden projects

- Entering into agreement for their VPI project.

John Theriault provided an update on Bangor projects

- Number of projects in the works. Bangor is shifting to a calendar year bidding process for paving projects.

### **13) MaineDOT Report**

Claire Winter provided an update - MaineDOT is working with the MPOs around the State for an MOU. Also working on the State's Complete Streets Policy.

### **14) Other Business**

John Theriault presented Rob Yerxa with a Policy Committee Resolution, commending him for his service to the region and committee over the past 15 years.

Members of the group also discussed the development of a prioritized list for collector paving roads representing at least 10% of the region that will need to be sent to MaineDOT in the coming months.

### **15) Upcoming Meetings**

Policy Committee - March 19th, 2024 at 1PM - Veazie Town Council Chambers

Transit Committee - April 10th, 2024 at 2PM - via Zoom

The meeting was called to adjourn by Rob Yerxa, seconded by Victor Smith, unanimous approval. Meeting was ended at 10:20AM.

**Attachment B**  
BACTS Monthly Report  
March 2024

**BACTS Staffing** - BACTS posted a position for a Planner at the end of January and accepted applications through the end of February. BACTS is excited to announce that Jack Bosies has accepted the role of Planner and will start on April 1st!

**MaineDOT Federal Funding Request Update - Route 2 (Orono) and Llewellyn Estes Bridge (Old Town)** - BACTS is excited to inform members of the group that the request for \$2.4M to make pedestrian improvements along Route 2 in Orono and \$15.75M to repair the Llewellyn Estes Bridge in Old Town have been included in the 2024 Transportation Appropriations bill which has been approved. The bill needs to be signed by the President to be signed into law.

**Traffic Incident Management (TIM)** - BACTS continues to work with MaineDOT on implementing the recommendations from the statewide TIMS strategic plan. Staff is updating call sheets for the different TIMs regions in preparation for future meetings. BACTS had a TIMs training in Millinocket on 3/14. Upcoming TIMs meetings include: Southern Maine, Portland and, tentatively, an Augusta area meeting

**Collector Pavement Inventory and Analysis Data Collection** - Staff is coordinating with Sewall to provide access to the database to all the BACTS members. Sewall did a training on the database and mapping tool to help town staff prep for creating their budgets

**Safe Streets for All Grant** - Staff has met with FHWA to craft the contract. RFP creation is almost complete and will be shared with the members the week of the Policy Committee meeting.

**VPIs** - BACTS Staff attended a public meeting for Orono's VPI. Hampden VPI RFP is currently open.

**Culvert Inventory RFP Update** - BACTS did not receive any proposals in response to our RFP. Staff will review the RFP and speak to MDOT staff about possible adjustments for next steps of this process.

**Penobscot Climate Action** - The project's final implementation workshops and public comment period went smoothly. The consultant team will be wrapping up their contract in the next few weeks. Next steps/remaining to-dos: 1) Finalized reports/recommendations will be available by the end of March; 2) The plan recommends that towns consider passing a resolution to formalize commitment to implementation and staff representation on the BACTS Climate Action Committee; 3) Contact Maddie to schedule a presentation for town council, planning board, school board, etc.; 4) Consider which staff will serve as your municipal representative(s) on the Climate Action Committee.

**EPA Community Change Grant:** EPA has opened a grant opportunity to support projects reducing pollution or improving community resilience. Select locations within the region are eligible for \$10-20 million capital and/or planning grants. Rolling applications accepted through November 2024. To be eligible, a town must partner with a community based non-profit organization. See <https://www.epa.gov/inflation-reduction-act/inflation-reduction-act-community-change-grants-program> for more information or reach out to Maddie.

**Meetings and Conferences**

- MaineDOT Coordination Meetings
- MaineDOT/MPO Meetings
- MTA Meeting
- 2024 TIDC New England Railroad Symposium
- Husson Energy Class Presentation
- Maine Climate Council Transportation WG
- PCA Key Stakeholders Implementation Workshop
- Bangor Art Project Meeting
- Transportation Planning in/near Tribal Communities webinar



- PTAC Meeting
- AMPO Environment and Resiliency Webinar
- Penobscot Climate Action Monthly meeting
- Bangor Gov Ops meeting
- RERC Steering Committee
- E-Scooter and Micro-mobility Webinar

- Bangor Livable Communities Meeting
- MDOT Complete Streets Policy Meeting
- Total Solar Eclipse Webinar
- ME Integrated Freight Strategy Webinar
- Hancock TIMs meeting
- Penobscot TIMs meeting
- Millinocket TIMs Training

Attachment C

The projects from the workplan are highlighted in orange.

Municipality	Road	Street 1	Street 2	Traffic Volume	Truck Route	Pavement Conc	Safety	Bus Traffic	Ped Improve	Bicycle Improv	Project Phasing	Project Score
Bangor	Maine Av (Bangor)	Polk Ave	Johnson St	10	5	15	20	5	0	0	0	55
Bangor	Hogan Rd (Bangor)	Stillwater Ave	I-95	20	5	10	10	5	0	0	0	50
Old Town	Main St	Center St	Urban Compact Line	5	5	15	5	5	10	0	0	45
Bangor	Griffin Rd (Bangor)	Union St	Mainelac Ave	13	5	15	0	5	0	0	0	38
Brewer	Parkway S	I-395	Elm St	13	5	5	0	5	0	0	5	33
Bangor	Cumberland St (Bangor)	Harlow St	Center St	5	0	15	5	5	0	0	0	30
Bangor	Harlow St (Bangor)	Center St	Intown Plaza	10	0	10	5	5	0	0	0	30
Hampden	Kennebec Rd (Hampden)	Main St S	Mayo Rd	5	0	10	0	5	6	0	0	26
Bangor	Hudson Rd (Bangor)	Broadway	Bangor city limits	5	0	10	10	0	0	0	0	25
Bangor	Howard St (Bangor)	Mount Hope Ave	State St	5	0	10	0	5	0	0	0	20
Bangor	Howard St (Bangor)	Stillwater Ave	Juniper St	5	0	5	5	5	0	0	0	20
Bangor	Mt Hope Av (Bangor)	Grove St	Forest Ave	5	0	10	0	5	0	0	0	20
Bangor	Ohio St (Bangor)	Hammond St	James St	5	0	10	0	5	0	0	0	20
Old Town	Gilman Falls Av (Old Town)	Bennoch Rd	I-95	5	5	10	0	0	0	0	0	20
Orono	Forest Av (Orono)	Near 95	Noyes Dr	5	0	5	5	0	0	0	0	15
Bangor	Park St (Bangor)	Harlow St	Center St	0	0	10	0	5	0	0	0	15
Hermon	Odlin Rd (Hermon)	Hermon boundar	Hammond St	0	0	10	0	0	0	0	0	10
Bangor	Perry Rd (Bangor)	Odlin Rd	Mecaw Rd	5	0	5	0	0	0	0	0	10
Bangor	Grove St (Bangor)	Stillwater Ave	Mount Hope Ave	0	0	5	0	0	0	0	0	5