



Policy Committee Meeting

June 18th, 2024

1:00 PM

Hampden 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 May 21st, 2024 BACTS Policy Committee Meeting Minutes (Attachment A)

4) BACTS Monthly Report (Attachment B)

5) BACTS Collector Paving Prioritization (Attachment C)

Staff Report

BACTS Staff have previously 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. Due to the updated BACTS boundary area, Staff have included an updated project list for review and approval. This list includes the projects previously selected as well as additional prioritized projects from the Better Roads software.

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

6) Maine STIP Approval

Staff Report

MaineDOT 2024-2027 STIP has been approved by FHWA.

Proposed Action: Formally adopt the MaineDOT 2024-2027 STIP.

7) Safe Streets For All - Grant Update

Staff Report

Over the past months, Staff has composed an RFP for the BACTS SS4A Comprehensive Safety Plan. The RFP was posted April 22nd with a due date for proposals of May 30th. BACTS Staff received two proposals. The proposal scoring committee reviewed, scored and selected their preferred consultant, VHB. Staff is requesting authorization to enter into contract negotiations with this consultant.

Proposed Action: Approve BACTS to enter into a contract with VHB for a total contract price not to exceed \$400,000.00

8) MPO General Consultant Agreements

Staff Report

Staff have been coordinating with the three other MPO's in the state to create a prequalified consultant listing. The next step of this process is selecting 3-5 firms to enter into general consultant agreements with for our MPO. These agreements would not exceed \$5,000,000 in a five year period. These agreements would also not inhibit BACTS from being able to post RFP's and engage in a normal qualification based selection process, if desired.

Proposed Action: Authorize BACTS Staff to enter in process of creation of general consultant agreements not to exceed \$5,000,000.00 over a five year period.

9) BACTS UPWP - Study Budget Adjustment

Staff Report

Staff did not receive any proposals in response to our RFP posting earlier this year for the Regional Culvert Inventory and Capacity Analysis. Staff reviewed the RFP and spoke to MDOT staff about adjustments for next steps of this process, including an adjustment to the budget for this analysis. Currently there is \$40,000 budgeted for a consultant for this project, following conversations with MaineDOT and other staff, BACTS proposes increasing the consultant budget for this study to \$75,000. This additional funding would come from the currently unallocated budget line item in the UPWP.

Proposed Action: Approve budget increasing to \$75,000 for Regional Culvert Inventory and Capacity Analysis

10) BACTS UPWP Budget

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

BACTS 2024-2025 UPWP
As of 05/31/2024

AS of 05/30/2024

						Contract to Date Trend			Forecasted Trend (Projected Figures)				
Task	Project	Total Allotted	Total Spent	In-Kind	Total Remaining	Actual % Usage	Amount Should be as of 05/30	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining
FHWA													
1	Operation and Coordination	\$219,173	\$67,050	\$0	\$152,124	30.6%	\$38,117	-\$28,933	\$152,124	\$170,430	\$1,190	\$9,449	-\$28,945
2	Programming	\$45,800	\$4,700	\$0	\$41,100	10.3%	\$7,965	\$3,265	\$41,100	\$17,759	\$22,500	\$92	\$749
3	Data and Studies	\$188,500	\$42,460	\$0	\$146,040	22.5%	\$32,783	-\$9,678	\$146,040	\$108,984	\$5,027	\$8,762	\$23,267
4	Planning	\$453,600	\$6,977	\$0	\$446,623	1.5%	\$78,887	\$71,910	\$446,623	\$108,652	\$314,982	\$1,034	\$21,954
5	Unallocated	\$366,617	\$0	\$0	\$366,617	0.0%	\$63,759	\$63,759	\$366,617	\$0	\$0	\$0	\$366,617
Total FHWA		\$1,273,690	\$121,187	\$0	\$1,152,503	9.51%	\$221,511	\$100,324	\$1,152,503	\$405,824	\$343,700	\$19,338	\$383,641
FTA													
1	Operation and Coordination	\$79,500	\$6,861	\$1,372	\$71,267	8.6%	\$13,826	\$6,965	\$57,013	\$73,030	\$0	\$2,630	-\$18,646
2	Programming	\$9,900	\$707	\$141	\$9,051	7.1%	\$1,722	\$1,014	\$7,241	\$12,369	\$0	\$0	-\$5,128
3	Data and Studies	\$17,100	\$0	\$0	\$17,100	0.0%	\$2,974	\$2,974	\$13,680	\$16,478	\$0	\$250	-\$3,048
4	Planning	\$161,062	\$96	\$19	\$160,946	0.1%	\$28,011	\$27,914	\$128,757	\$86,579	\$165,000	\$2,499	-\$125,321
Total FTA		\$267,562	\$7,665	\$1,533	\$258,364	2.86%	\$46,533	\$38,867	\$206,691	\$188,456	\$165,000	\$5,379	-\$152,144
Total		\$1,541,253	\$128,853	\$1,533	\$1,410,867	8.36%	\$268,044	\$139,191	\$1,359,194	\$594,280	\$508,700	\$24,717	\$231,498

23 Total
4 Months into contract
19 Months left in contract

*Anticipated transfer to FTA for Transit Studies

The following are provided are DRAFT figures at this time for budgetary consideration only. Please note in this budget the consultant figure for Task 5 - Unallocated, has been changed to \$0 to more appropriately reflect the total amount remaining in the budget cycle available for allocation.

Proposed Action: For discussion only.

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.

12) Project Updates

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

Proposed Action: For discussion only.

13) MaineDOT Report

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

Proposed Action: *For discussion only.*

14) Other Business

Discussion of other items not on today's agenda.

15) Upcoming Meetings

Policy Committee - July 23rd, 2024 at 1:00PM - Bangor City Council Chambers

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

BACTS Summer Outing - August 8th, 2024 4PM-6PM at Orono Brewing Company in Orono!

Please RSVP no later than July 23rd!



Attachment A
Policy Committee Meeting

May 21st, 2024

1:00PM

Brewer City Council Chambers and via Zoom

Minutes

Committee Members	Affiliation
Aaron Huotari John Theriault	Bangor
Jeremy Caron Linda Johns	Brewer
Amy Ryder Victor Smith	Hampden
EJ Roach	Old Town
Mitch Stone	Orono
MaineDOT / FHWA	
Jarod Farm-Guillette, Paige Melius, Claire Winter	
BACTS	
Jack Bosies, Sara Devlin, Madeline Jensen, Paige Nadeau, Jacob Stein	

1) Call to Order

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

2) Public Comment

There were no public comments.

3) Approval of April 16th, 2024 BACTS Policy Committee Meeting Minutes

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

4) BACTS Monthly Report

Sara Devlin provided an update that the first Penobscot Climate Action meeting will be held in the coming weeks. Madeline Jensen also inquired to members of the group regarding interest in another e-bike demonstration and will reach out with additional details and to coordinate.

**5) BACTS Transportation Improvement Program Prioritization
Staff Report**

Staff is in the process of developing a prioritization process for the new MaineDOT funding Initiatives. Staff will present initial methodology for discussion.

Sara Devlin provided an overview of the various funding initiatives and BACTS' approach for the prioritization process in the near and long term. Members of the group also discussed ensuring that with updated boundaries that member fees are allocated equitably.

6) BACTS UPWP Budget

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

BACTS 2024-2025 UPWP
As of 04/30/2024

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 04/30	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining
	FHWA												
1	Operation and Coordinati	\$219,173	\$54,569	\$0	\$164,605	24.9%	\$28,588	-\$25,981	\$164,605	\$176,270	\$2,350	\$10,036	-\$24,052
2	Programming	\$45,800	\$3,127	\$0	\$42,673	6.8%	\$5,974	\$2,847	\$42,673	\$19,324	\$22,500	\$99	\$749
3	Data and Studies	\$188,500	\$36,069	\$0	\$152,431	19.1%	\$24,587	-\$11,482	\$152,431	\$107,796	\$5,027	\$9,655	\$29,952
4	Planning	\$453,600	\$5,216	\$0	\$448,384	1.1%	\$59,165	\$53,949	\$448,384	\$105,708	\$314,982	\$1,060	\$26,634
5	Unallocated	\$366,617	\$0	\$0	\$366,617	0.0%	\$47,820	\$47,820	\$366,617	\$0	\$247,500	\$0	\$119,117
Total FHWA		\$1,273,690	\$98,981	\$0	\$1,174,709	7.77%	\$166,134	\$67,152	\$1,174,709	\$409,099	\$592,360	\$20,850	\$152,401
	FTA												
1	Operation and Coordinati	\$79,500	\$6,048	\$1,210	\$72,242	7.6%	\$10,370	\$4,321	\$57,794	\$73,843	\$0	\$2,630	-\$18,679
2	Programming	\$9,900	\$707	\$141	\$9,051	7.1%	\$1,291	\$584	\$7,241	\$12,369	\$0	\$0	-\$5,128
3	Data and Studies	\$17,100	\$0	\$0	\$17,100	0.0%	\$2,230	\$2,230	\$13,680	\$16,478	\$0	\$250	-\$3,048
4	Planning	\$161,062	\$96	\$19	\$160,946	0.1%	\$21,008	\$20,912	\$128,757	-\$96	\$165,000	\$2,499	-\$38,646
Total FTA		\$267,562	\$6,852	\$1,370	\$259,339	2.56%	\$34,899	\$28,047	\$207,471	\$102,594	\$165,000	\$5,379	-\$65,501
Total		\$1,541,253	\$105,834	\$1,370	\$1,434,048	6.87%	\$201,033	\$95,199	\$1,382,180	\$511,693	\$757,360	\$26,228	\$86,899

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

Sara Devlin provided an overview. No additional questions from members at this time.

7) Transit Updates

City of Bangor staff provided an update, signs are nearly all in the ground, transition period for fixed stop system has started and expected to be fully in place by the start of next year. RFP for cold storage has also been put out.

8) Project Updates

Jeremy Caron provided an update on Brewer projects

- South Main - work is in progress and on track
- Parker Street - Milling and paving on track
- Paving Bids for an MPI project - Zero bids, may re release in fall

Victor Smith provided an update on Hampden projects

- Western Ave and 1A are ready for windmills through July, then MPI project will begin
- Favorable town paving rate from bid

John Theriault and Aaron Huotari provided an update on Bangor projects

- VPI meeting scheduled for 5/22
- Oak Street milled
- Frazier starting work on Forest and State signal
- Ohio Street bids came in
- Pickering Square bids came in
- Local road paving underway

9) MaineDOT Report

Jarod Farm-Guillette encouraged members to reach out for additional information on various funding opportunities.

Paige Melius informed the group that the STIP is under FHWA review.

10) Other Business

Linda Johns encouraged members to attend the Brewer Riverwalk Festival on 6/1.

11) Upcoming Meetings

Policy Committee - June 18th, 2024 at 1:00PM - Hampden Town Council Chambers

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

The meeting was called to adjourn by Linda Johns, seconded by Jeremy Caron, unanimous approval.
Meeting was ended at 1:50PM.

Attachment B
BACTS Monthly Report
June 2024

Intern - BACTS would like to welcome our new intern, Ian! Ian will be performing data collection tasks on a variety of projects during his time at BACTS this summer.

Traffic Incident Management (TIM) - BACTS continues to work with MaineDOT on implementing the recommendations from the statewide TIMS strategic plan. An upcoming joint meeting of the Hancock and Penobscot TIMs groups to discuss the Gran Fondo Hincapie Bike Race will occur in July. Training in Southern Maine (June 20th) and Augusta (June 26th) are planned for the month of June.

Safe Streets for All Grant - Two proposals were received and reviewed by the proposal scoring committee. The selected consultant was VHB and contract negotiations are ongoing.

VPIs - Staff attended the Hampden VPI kickoff meeting and the first Old Town VPI public outreach session. The Brewer VPI did public outreach (survey and Riverwalk Festival) and held a road safety audit.

Collector Paving, Capital and Planning Project Identification - BACTS Staff met with Sewall to discuss expanding the Better Roads database to cover all of the expanded BACTS Region roads per updated MaineDOT map. Additionally, performing a similar scoring of the arterials and sidewalks in the BACTS Region was discussed. Sewall is creating a scope and fee for this work.

Corridor Scoring - Staff adjusted corridor scoring system and had meetings to discuss changes based on updated BACTS map. Staff is finalizing work to provide a finished product.

Rural Contract - Staff attended a MaineDOT presentation to the Town of Millinocket. Staff contacted the Town of Carmel and set up a meeting this July to showcase BACTS rural services.

PCA Committee - The first committee meeting was held. The group discussed the committee's mission, priorities, and structure. The group also decided to look further into the EPA Community Change Grant (\$10-\$20mil, no local match requirement). Another meeting will be held soon to determine what the region's priority projects are and how we should go about applying for funding.

Regional Bike Share - Staff has been coordinating with municipalities, employers, and MaineDOT on establishing a regional bike share program in the greater Bangor region.

Meetings and Conferences

- MaineDOT Coordination Meetings
- Brewer Road Safety Audit for VPI and South Main Street projects
- US 3 / 1 Corridor Management Scoping Meeting
- ME Integrated Freight Strategy Webinar
- SS4A Community of Practice webinars
- FHWA TIMs Train the Trainer course
- City of Bangor VPI Public Meeting
- PCA Committee Meeting
- Brewer Riverwalk Festival Public Outreach
- Husson University Bike Share Discussion
- Orono Council PCA Update
- Penobscot Nation Bike Share Discussion
- PCA meeting with GOPIF
- MaineSavings Bike Share Discussion
- PTAC Meeting
- MainePower Options PCA presentation
- Old Town VPI Public Meeting
- Hampden VPI Kickoff
- Build Maine Conference
- Millinocket Town Meeting
- Hampden Site Walk
- Executive Committee meeting
- Impaired Drivers Summit

Attachment C

The BACTS region has recently been expanded, as such the total mileage of collector roads has increased from ~60 miles to approximately 121 miles. The following expanded list consists of ~10% of the BACTS collector roads in the updated BACTS boundary area. This list includes the projects previously selected as well as additional prioritized projects from the Better Roads software.

Highlighted rows were previously approved by the Committee for consideration by MaineDOT at the April Policy Committee meeting.

Municipality	Road	Street 1	Street 2	Mileage
Old Town	Bennoch Rd	Stillwater Ave	Old Town Line	0.2
Hermon/Hampden	Coldbrook Rd	I-95	Bangor Railroad	0.9
Bangor	Farm Street	Wesco Electrical	Main Street	0.3
Orono	Forest Ave	Near 95	Noyes Dr	1.155
Orono	Forest Ave	Noyes Dr	Bennoch Rd	0.3
Old Town	Gilman Falls Ave	Bennoch Rd	I-95	0.55
Bangor	Grove St	Stillwater Ave	Mount Hope Ave	0.126
Bangor	Hancock St	Exchange St	Oak Street	0.09
Bangor	Harlow St	Center St	Intown Plaza	0.386
Bangor	Hogan Rd	Stillwater Ave	I-95	1.27
Bangor	Howard St	Mount Hope Ave	State St	0.407
Bangor	Howard St	Stillwater Ave	Juniper St	0.838
Bangor	Hudson Rd	Broadway	Bangor city limits	0.615
Hampden	Kennebec Rd	Main St S	Mayo Rd	0.502
Old Town	Main St	4th Street	Urban Compact Line	0.514
Bangor	Maine Ave	Polk Ave	Johnson St	0.518
Bangor	Mt Hope Ave	Grove St	Forest Ave	0.328
Hermon	Odlin Rd	Hermon boundary	Hammond St	0.102
Bangor	Ohio St	Hammond St	James St	0.506
Bangor	Park St	Harlow St	Center St	0.725
Brewer	Parkway S	I-395	Elm St	0.215
Bangor	Perry Rd	Odlin Rd	Mecaw Rd	0.833
Brewer	Pierce Street	Eastern Ave	Wilson Street	1
			Total Mileage	12.38