



Policy Committee Meeting

October 21st, 2025

1:00PM

Bradley 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 September 23rd, 2025 BACTS Policy Committee Meeting Minutes (Attachment A)

4) BACTS Monthly Report (Attachment B)

5) MaineDOT Demonstration Materials Presentation

Staff Report

MaineDOT staff will provide a presentation on demonstration project materials.

Proposed Action: For discussion only.

6) BACTS UPWP Budget

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

BACTS 2024-2025 UPWP
09/30/2025

23	Total
20	Months into contract
3	Months left in contract

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 9/30	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses
FHWA												
1	Operation and Coordination	\$358,806	\$335,760	\$0	\$23,046	93.6%	\$312,005	-\$23,755	\$23,046	\$38,322	\$0	\$574
2	Programming	\$31,800	\$31,325	\$0	\$475	98.5%	\$27,652	-\$3,673	\$475	\$1,109	\$0	\$14
3	Data and Studies	\$396,300	\$335,379	\$0	\$60,921	84.6%	\$344,609	\$9,230	\$60,921	\$12,966	\$19,095	\$2,488
4	Planning	\$363,212	\$195,466	\$0	\$167,746	53.8%	\$315,837	\$120,371	\$167,746	\$2,200	\$141,983	\$65
Total FHWA		\$1,150,118	\$897,931	\$0	\$252,187	78.07%	\$1,000,103	\$102,172	\$252,187	\$54,597	\$161,078	\$3,141
FTA												
1	Operation and Coordination	\$88,334	\$55,084	\$11,017	\$22,233	62.4%	\$76,812	\$21,728	\$17,786	\$13,589	\$0	\$161
2	Programming	\$12,250	\$3,881	\$776	\$7,593	31.7%	\$10,652	\$6,772	\$6,075	\$1,990	\$0	\$1
3	Data and Studies	\$16,750	\$13,358	\$2,672	\$720	79.8%	\$14,565	\$1,207	\$576	\$1,720	\$0	\$4
4	Planning	\$289,040	\$119,957	\$23,991	\$145,091	41.5%	\$251,339	\$131,382	\$116,073	\$28,911	\$129,916	\$403
Total FTA		\$406,374	\$192,281	\$38,456	\$175,637	47.32%	\$353,369	\$161,088	\$140,510	\$46,211	\$129,916	\$569
Total		\$1,556,492	\$1,090,211	\$38,456	\$427,825	70.04%	\$1,353,471	\$263,260	\$392,697	\$100,808	\$290,995	\$3,710
												-\$2,815

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

Proposed Action: For discussion only.



7) BACTS UPWP Contracts

Staff will provide a monthly report on task order assignments and status. All firms were selected through the GCA process, unless otherwise noted.

<u>Project</u>	<u>Consultant</u>	<u>Estimated Time Frame</u>
Fare Structure	Foursquare	December 2024 - December 2025
Traffic Signal Master Plan Support	Sebago	October 2024 - December 2025
Culvert Inventory - Phase 2	Stillwater Environmental Engineering*	June 2025 - December 2025
Better Roads - Local Roads Expansion	Sewall	July 2025 - December 2025
GIS Support	TBD*	October 2025 - October 2026

**This firm was selected using an RFP process.*

Proposed Action: For discussion only.

8) Transit Updates

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

Proposed Action: For discussion only.

9) Project Updates

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

Proposed Action: For discussion only.

10) MaineDOT Report

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

Proposed Action: For discussion only.

11) Other Business

Discussion of other items not on today's agenda.

12) Upcoming Meetings

Transit Committee - November 19th, 2025 at 2PM - via Zoom

Penobscot Climate Action Committee - December TBD - via Zoom

Policy Committee - November 18th, 2025 at 1PM - Penobscot Nation Conference Room or virtually via Zoom



Attachment A

Policy Committee Meeting

September 23rd, 2025

1:00PM

Hampden Council Chambers and via Zoom
Minutes

Committee Members	Affiliation
Jeff Davis Anne Kreig Laurie Linscott	Bangor
Jeremy Caron Linda Johns	Brewer
Amy Ryder Victor Smith	Hampden
Earl Labonte	Orono
MaineDOT / FHWA	
Randall Barrows, John Theriault, Claire Winter	

1) Call to Order

Meeting was called to order by Jeremy Caron at 1:00PM.

2) Public Comment

No public comments at this time.

3) Approval of July 15th, 2025 BACTS Policy Committee Meeting Minutes

No comments on the minutes, Linda Johns made a motion to approve the minutes as written, Amy Ryder seconded, roll call vote taken, one abstain, remainder all in favor.

4) BACTS Monthly Report

Belle Ryder provided an overview and an update on a few items. Provided an overview on the current process for TIP administrative modifications. Belle Ryder asked if the group was comfortable updating the verbiage for the process to be from that the Executive Director will notify the Policy Committee to a BACTS Staff member will. Members seemed comfortable with that change.

Belle Ryder also noted that for complete streets, work is going on internally. BACTS would like to get a subcommittee or steering committee formed, hoping for volunteers from the committee. One member asked for additional information on VPIs - a few have not been finalized in the region so BACTS staff are staying in the loop.

5) MaineDOT Demonstration Materials Presentation - This presentation will take place at the October meeting.

6) Vialytics Presentation

Staff Report

Vialytics is an AI-powered road assessment platform that uses a smartphone mounted in a vehicle to capture and analyze road and asset conditions automatically. The dashboard provides map-based insights and maintenance planning tools, helping BACTS provide municipalities with information to prioritize repairs, manage infrastructure more efficiently and provide members with a candidate list for HCP 3 & 4. Vialytics will provide an overview of the software platform and answer questions from members.

Proposed Action: Authorize the Executive Director to execute a one-year contract, not to exceed \$25,000, for 220 centerline miles.

Belle Ryder provided an overview of the process thus far. Vialytics representative Bob Peiffer provided a presentation. Belle Ryder provided additional information based on the information presented and its applicability to our members. Members discussed various aspects of the software. Discussion started on logistics and timing for this proposed contract.

Amy Ryder made a motion to approve the proposed action as written, Jeff Davis seconded. Roll call vote, all in favor.

7) 2026-2027 Unified Planning Work Program

Staff Report

Staff incorporated member feedback on potential study ideas, carefully prioritizing those viable within current budgetary considerations. Staff reviewed the draft UPWP at the July Policy Committee Meeting. Staff also posted the UPWP for a public comment period which ended on September 4th.

Proposed Action: Approve UPWP for submission to MaineDOT.

Belle Ryder provided an overview. No questions or comments from the group. Linda Johns made a motion to approve the UPWP for submission to MaineDOT as presented, Amy Ryder seconded, roll call vote, all in favor.

8) BACTS UPWP Budget

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

BACTS 2024-2025 UPWP											23	Total			
08/31/2025											19	Months into contract			
Task	Project	Contract to Date Trend				Forecasted Trend (Projected Figures)						4	Months left in contract		
		Total Allotted	Total Spent	In-Kind	Total Remaining	Actual % Usage	Amount Should be as of 8/31	Variance	Total Remaining (Less In Kind)	Salary	Consultant	Direct Expenses	Estimated Remaining		
	FHWA					82.6%									
1	Operation and Coordination	\$358,806	\$320,045	\$0	\$38,761	89.2%	\$296,405	-\$23,640	\$38,761	\$52,824	\$0	\$1,201	-\$15,264		
2	Programming	\$31,800	\$30,953	\$0	\$847	97.3%	\$26,270	-\$4,683	\$847	\$4,149	\$0	\$14	-\$3,316		
3	Data and Studies	\$396,300	\$295,017	\$0	\$101,283	74.4%	\$327,376	\$32,362	\$101,283	\$16,158	\$79,494	\$2,620	\$3,011		
4	Planning	\$363,212	\$147,384	\$0	\$215,828	40.6%	\$300,045	\$152,661	\$215,828	\$7,372	\$190,565	\$65	\$17,826		
Total FHWA		\$1,150,118	\$793,398	\$0	\$356,720	68.98%	\$950,097	\$156,699	\$356,720	\$80,504	\$270,059	\$3,900	\$2,257		
	FTA														
1	Operation and Coordination	\$68,334	\$51,457	\$10,291	\$26,586	58.3%	\$72,972	\$21,515	\$21,269	\$10,392	\$0	\$40	\$10,836		
2	Programming	\$12,250	\$3,127	\$625	\$8,498	25.5%	\$10,120	\$6,993	\$6,798	\$1,546	\$0	\$0	\$5,252		
3	Data and Studies	\$16,750	\$13,060	\$2,612	\$1,078	78.0%	\$13,837	\$777	\$862	\$527	\$0	\$4	\$331		
4	Planning	\$289,040	\$109,759	\$21,952	\$157,330	38.0%	\$238,772	\$129,014	\$125,864	\$19,245	\$131,916	\$406	-\$25,704		
Total FTA		\$406,374	\$177,402	\$35,480	\$193,491	43.65%	\$335,700	\$158,298	\$154,793	\$31,711	\$131,916	\$451	-\$9,285		
Total		\$1,556,492	\$970,801	\$35,480	\$550,211	62.37%	\$1,285,798	\$314,997	\$511,513	\$112,215	\$401,975	\$4,351	-\$7,028		

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

Proposed Action: For discussion only.

Belle Ryder, this is a standing agenda item, no questions or comments at this time from members of the group.

9) General Consultant Agreement Task Order

Staff will provide a monthly report on task order assignments and status. All firms were selected through the GCA process, unless otherwise noted.

<u>Project</u>	<u>Consultant</u>	<u>Estimated Time Frame</u>
Fare Structure	Foursquare	December 2024 - December 2025
Traffic Signal Master Plan Support	Sebago	October 2024 - December 2025
Culvert Inventory - Phase 2	Stillwater Environmental Engineering*	June 2025 - December 2025
Better Roads - Local Roads Expansion	Sewall	July 2025 - December 2025

**This firm was selected using an RFP process.*

Maddie Jensen provided an update on the Fare Structure project, Phase 2 has started. Belle Ryder provided a brief update on the Traffic Signal Master Plan project as well. Culvert Inventory is also on track.

10) Transit Updates

Laurie Linscott provided an update. Service changes are in effect and currently searching to hire new drivers. Also working on year end for FY25.

11) Project Updates

Members provided updates on projects across the region.

12) MaineDOT Report

Randy Barrows provided an update on various projects across the region.

13) Other Business

Nothing at this time.

14) Upcoming Meetings

Transit Committee - November 19th, 2025 at 2PM - via Zoom

Penobscot Climate Action Committee - October 9th, 2025 - via Zoom

Policy Committee - October 21st, 2025 at 1PM - Bradley Council Chambers or virtually via Zoom

The meeting was called to adjourn by Linda Johns, seconded by Jeff Davis. Unanimous approval. Meeting ended at 2:05PM.



Attachment B
BACTS Monthly Report
October 2025

BACTS Audit - BACTS Staff are finished working with auditors and finalized the financial statement review and overhead audit reports.

MaineDOT Workplan - MaineDOT is in the process of developing the 2026-2029 Workplan. We have been advised to expect to learn more about what projects have made it into the plan by the end of October or beginning of November.

Traffic Incident Management (TIM) - Staff held a detour route planning meeting with Hermon FD. Staff held the Midcoast and Northern Penobscot regional TIM meetings. BACTS staff began working on supporting the upcoming national Crash Responder Safety Week. BACTS staff also was also an exhibitor on behalf of TIMs at the Maine Municipal Association Conference in Bangor.

VPIs - No updates at this time.

Rural Contract - Staff continued working with the town of Dixmont, Garland, and Corinth on their transportation chapters of their comprehensive plans. Staff performed rural outreach regarding demonstration projects in Lee and technical outreach in Mattawamkeag. Staff attended a statewide Bike & Pedestrian group discussion.

Culvert Inventory - Staff met with Stillwater Environmental Engineering to discuss the results of field collecting and view their early stages of GIS infrastructure.

Traffic Signal Master Plan Support - No additional information since the last update.

Better Roads Expansion to Local Roads - No additional information since the last update.

Road Condition Inventory with Vialytics - BACTS staff met with Vialytics on 10/16/2025 to get training on the Vialytics platform and begin collecting data for HCP 3 & 4 segments.

Meetings and Conferences

- MaineDOT Rural Contract Coordination Meetings
- Talking TIMs
- Midcoast TIMs
- Northern Penobscot TIMs
- Maine Bike/Ped Monthly Group Meeting
- Millinocket Marathon Emergency Planning Meeting
- Lee & Mattawamkeag Rural Outreach
- CC Fare Structure Analysis Monthly Meeting
- Maine Municipal Association Conference
- TomTom Data Intro for MPO Staff
- SS4A Monthly Meeting
- SS4A User Focus Group meeting
- SS4A Steering Committee Meeting
- MTA Meeting
- PCA Working Group Meetings
- PCA Committee Meeting
- MAINECAN Community Coordinators Meeting
- GBRERC Steering Committee and Subcommittees
- MPO Directors Meeting
- Complete Streets Steering Committee