

Bangor Area Comprehensive Transportation System

Policy Committee Meeting Minutes

September 21, 2004

PRESENT:	Kate Weber, Bangor	Linda Johns, Brewer
	Jim Ring, Bangor	Jerry Douglass, MDOT
	Stan Moses, Bangor	Frank Higgins, Brewer
	Dean Bennett, EMDC	Rob Kenerson, BACTS
	Bill Reed, Veazie	Sue Morse, BACTS
	Peggy Daigle, Old Town	Tammy York, BACTS
	Sandi Duchesne, BACTS	Bob Osborne, Hampden
Public:	Hope Brogunier, BACORD	Janet Ordway, BACORD

The Bangor Area Comprehensive Transportation System Policy Committee met Tuesday, September 21, 2004 at 9:30am in the EMDC Boardroom, One Cumberland Place, Bangor, Maine. Introductions were made of the committee members.

APPROVAL OF JULY 13, 2004 MEETING MINUTES

Bill Reed, Policy Committee Chair, called the meeting to order at 9:40 a.m. Linda Johns made a motion to approve the July 13, 2004 Policy Committee meeting minutes. Frank Higgins seconded the motion. The meeting minutes were approved unanimously.

DISCUSSION AND APPROVAL OF BACTS LONG RANGE PLAN (LRP)

Rob Kenerson discussed the changes made to the LRP based on recommendations from the last Policy Committee meeting. He noted that we moved the tables to the Appendix. He indicated that there was a list of recommendations sorted by modes of transportation, and that we added another list at the end of this section with recommendations sorted by ease of implementation and time frame. These two areas were the only changes to the LRP other than grammatical. Rob said that to make any major changes would require another public comment period.

It was moved by Bob Osborne, seconded by Peggy Daigle and unanimously VOTED

To approve the BACTS Long Range Plan.

Rob Kenerson noted that Don Cooper had discussed the transit issues at the last meeting.

DISCUSSION AND APPROVAL OF BACTS BY-LAWS

Rob Kenerson said that the changes to the by-laws reflect the addition of four communities to the BACTS area based upon the newest census data. There was a need to define how the voting structure would be handled, how the BTIP would be affected, and to include recommendations from the last meeting. Rob asked the committee to review the wording of the changes.

It was moved by Jim Ring, seconded by Peggy Daigle and unanimously VOTED

To approve the BACTS By-Laws.

BTIP UPDATE

Rob Kenerson reviewed that the BTIP is the Biennial Transportation Improvement Project that we ask the community to submit projects for consideration. He noted that for the FY 2006-2008 BTIP, BACTS received 38 projects totaling \$15 million. The BACTS Technical Committee did the preliminary cost estimates and needs to reduce the list of projects to \$5-6 million. MDOT would like BACTS to do more of its own cost estimating, and Bob Raymond, MDOT retiree, has been hired to assist with cost estimating. Bob Raymond reviewed the resurfacing and rehab projects last week. Rob Kenerson needs confirmation on costs for the inspection of projects and right of ways, and should have the list to MDOT by the second week of October. He noted that there would be another Policy Committee meeting in October.

Jerry Douglass suggested that Rob set up an appointment with Kyle Jackson of MDOT to discuss the right of ways. Jerry said that getting the list in October was fine with him as long as Kyle was okay with it. Rob said that he had already discussed and approved this with Kyle.

Jim Ring said that the Technical Committee has worked hard over the last year to improve the process, rating system, and scoping to make better decisions up front. He said that they conducted field visits for projects, offered suggestions, and received good feedback to make better decisions for the short list. He noted that it was a good move to have Bob Raymond do estimating.

OTHER BUSINESS

Rob Kenerson discussed that BACTS had a Request for Proposals (RFP) for a CPA to conduct the BACTS audit. He noted that every five years we need to put it out for RFP, and that Brantner, Thibodeau, our current CPA, declined to bid this time. Rob said that we received four RFPs, and that he has two other people reviewing the proposals for him, and should be choosing a firm within the next week. BACTS is due to finish the FY04 audit by October 31, 2004. He said that each BACTS municipality should be receiving a letter regarding in-kind for transit. BACTS is able to use in-kind services for the 20% portion of funding. Each municipality will also be receiving a table with the number of hours of meeting attendance with a request for salary/fringe/indirect to obtain a value for meeting attendance.

Jim Ring asked how much we budgeted for the audit. Rob replied that he thought the budget allowed \$4,000 for the audit. The increased requirements for the audit will impact the budget. As BACTS threshold increased, so did the requirements. This year, the threshold should be under \$500,000. In the past Brantner, Thibodeau billed for more than the original contract amount, however, they did not necessarily bill for all that they had done.

Peggy Daigle inquired as to the length of the contract, to which Rob replied five years.

Bob Osborne pointed out that a BTIP recommendation, scope of work on the Route 1A project should be moved from construction to right of way, and did we need a committee vote to do so?

Rob said that it would be a clearer point of communication for MDOT, to take money toward PE and right of way. Bob Osborne asked if this could be a separate agenda item. Rob described the corridor of 1A in Hampden from the city line to Irving, noting the need to upgrade the corridor as it does not meet standards. Since there was not enough money to upgrade from the city line to Wheelden Heights this year, it will be set aside in the next BTIP. This will be an agenda item for the next meeting.

Frank Higgins confirmed that Brewer removed project 04-04, Wilson Street and Greenpoint Road, from the list as they are working with a contractor to complete this project.

Linda Johns asked when the new by-laws would take effect and would the new communities be attending the meetings? Rob said that the new communities had received the information for this meeting, and would probably attend as the need or concern for issues arises in their communities. Rob noted that he would be visiting with these towns again in the near future. Rob also indicated that each community should have received its request for Local Share monies.

Sue Morse provided an update on the Pavement Management Program. Sue is currently obtaining a detailed inventory and said that the Committee should be pleased with the end result. The data will provide better options for ratings, better defined details regarding pavement cracks, etc. She is concentrating on BTIP projects.

Sandi Duchesne provided an update on her activities. She said that BACTS hosted the East Coast Greenway with a press segment at Paul Bunyan Park. She provided a bike tour of the area for the group. Sandi will be using the GPS to complete an inventory of sidewalks. Sandi has completed the "Complete the Streets" application which is in the screening process. She briefly discussed the Pro Walk Pro Bike Conference that she attended in Victoria, BC, noting that this year had the highest Canadian participation.

Rob provided an update on lighted pedestrian crossing. He said that Brewer had everything underground and is in the process of resetting the canisters. Sandi noted that the lights should be turned on next week. Sandi said that she would meet with Peggy Daigle to discuss Old Town's lighted pedestrian crossing. Sandi will also visit facilities management at the University of Maine to discuss their lighted pedestrian crossing. Rob said that we will talk more about this and get the press involved when the Brewer crosswalk is ready.

Rob noted that Don Cooper was absent due to his visit to England.

Rob Kenerson said that the BACTS newsletter should be coming out within the next month. He noted that the quarterly newsletter was a reporting tool for FHWA, which requires an update twice per year regarding our activities. Rob informed the Committee that BACTS would be changing its web site address to www.bactsmmpo.org starting October 1st.

Sue Morse said that the hiatus was over for the Traffic Signal Committee, which will be meeting next Tuesday, September 28, 2004.

Jim Ring made a motion to adjourn the meeting. Frank Higgins seconded the motion.

The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Tammy York
BACTS Administrative Assistant