

Bangor Area Comprehensive Transportation System
Policy Committee Meeting Minutes
October 28, 2008 –Draft--

PRESENT:	Frank Higgins, Brewer	Rob Yerxa, Orono
	Bob Osborne, Hampden	Mike Laberge, MDOT
	Denis Lovely, MDOT	Jim Ring, Bangor
	Linda Johns, Brewer	Rob Kenerson, BACTS
	Terry Hannan, MDOT	Victoria Burpee, EMDC
	Bill Reed, Veazie	Rebecca Grzesik, EMDC

1. Call to Order

The Bangor Area Comprehensive Transportation System Policy Committee met on Tuesday, October 28, 2008 in the Penobscot Boardroom at EMDC, 40 Harlow Street, Bangor, Maine. Bill Reed called the meeting to order at 9:45 AM.

2. Approval of the September 16, 2008 Policy Committee Meeting Minutes

The Policy Committee moved (by Frank Higgins), seconded (by Linda Johns), and unanimously ***Voted: to approve the September 16, 2008 Policy Committee Meeting Minutes as presented.***

3. EMDC Update: Victoria Burpee

Victoria Burpee, Vice President of Eastern Maine Development Corporation, updated the committee on EMDC’s CEO search. The President Search Committee has narrowed the applications down to five, and will be having interviews on Thursday; of the five, four candidates are from Maine.

The CFO search is temporarily on hold until a president has been hired, as the two will work closely together, it was suggested that the new president should be involved with the hiring process of a CFO. As for now, Rachel Grivois is working on finishing the new EMDC budget; a draft is complete and is ready for review. EMDC and EDA are currently working on a definite indirect rate for the new budget, and is hoping to designate the number within the next few weeks.

Frank Higgins had some questions at this time for Vicki concerning a timeline for the new President. Vicki explained that the hope of the EMDC Board is to have a President in place by the first of the year. Rob had a question about the BACTS audit not being finished (that was due October 1st), and Vicki said that Rachel is working to get everything completed as soon as she can.

There was also a discussion about the Invoice Process for BACTS and EMDC, drawing out a timeline for how invoices get paid. The process has a complexity that other MPO’s don’t have due to the finical/bookkeeping structure of EMDC. It would still be interesting to speak with other MPO’s about their Invoicing systems to compare and contrast.

4. BACTS Legal Review: Hans Peterson, Rudman & Winchell, LLC

Hans Peterson reviewed BACTS's request for a plan to become independent of EMDC if necessary. First he considered the cost of going out independently, second, he looked at BACTS becoming an "umbrella organization". The latter, he said would be too "complicated" at this point.

He mentioned at this point, the biggest issue is: *What is BACTS from a legal standpoint?* Right now, EMDC offsets that question by being a non-profit corporation and BACTS is in that organization. If BACTS were to go out on their own, not only would they legally have to identify themselves, other considerations would need to be put into effect, such as: Employee health insurance and benefits, BACTS banking, liability insurance, etc.

Hans reported back to the committee with the conclusion that it is not impossible for BACTS to move towards independence, but it is not in a position to move quickly. The first step is identifying the entity, either through the legislator as an instrumentality of the state, or through a court which is not recommended. Another option would be to become a non profit organization. The committee asked Hans and Rob to explore BACTS's identity further.

5. Traffic Signal Study Contract: Michael Waugh of J.W. Sewall

The J.W. Sewall contract will end at the end of this month; the contract, as of August 28, 2008, is for the amount of \$33,685. Michael Waugh of J.W. Sewall, attended the meeting with a request to extend the financial amount of the contract to \$42,685 and the date of the contract to be pushed further into the year. The primary reason for the extension of time/money is the modifications made to the Broadway signals due to new development, particularly at Husson Street and School Street. In an email sent on September 26, 2008, Waugh listed several work items that remain to be complete, such as:

- Implementation of the new Broadway signal plans;
- Fine-tuning the new timing of the programs (observation/modification);
- Preparation for conceptual signal plans for the Old Town & Orono intersections;
- Preparing the system documentation and final report.

There was motion (Jim Ring) to develop the contract for a third time:

- Part I- to extend the contract to December 31, 2008
- Part II- to authorize the \$9,000 to be added to the contract
- Part III- to explore the impact fees from Broadway development as an option for payment and have a final payment approval from Rob Kenerson.

The motion was seconded (Frank Higgins) and voted unanimously in agreement.

A public announcement (required by MDOT) must go out as soon as possible for the Broadway Corridor.

5. Other Business

At the next Policy/Technical Committee Meeting, on October 18th, John Melrose from Maine Tomorrow will be the guest speaker. He will have a discussion on alternative funding options.

Don Cooper updated the committee on the Orono/ University of Maine BAT Bus project. MDOT can commit \$30,000 to the project for the next three years.

The RFP's for the bike/pedestrian trails and a few others will be ready for the next meeting and ready to send out soon after.

6. Adjournment

There being no further business, Jim Ring moved, Frank Higgins seconded, and was unanimously ***Voted: to adjourn the meeting at 11:15AM.***

*Respectfully Submitted by,
Rebecca Grzesik*