

# Bangor Area Comprehensive Transportation System

## Policy Committee Meeting Minutes

February 18, 2014 9:30 am

Brewer Auditorium

Name	Representing
Cindy Meservey	BACTS
Rob Kenerson	BACTS
Dianne Rice	BACTS
Don Cooper	BACTS
Dana Wardwell	Bangor
John Rouleau	Old Town
Jim Ring	Bangor
Frank Higgins	Brewer
Rob Yerxa	Orono
Gerry Audibert	Maine DOT
Paul MacDonald	Maine DOT
Linda Johns	Brewer
John Devin	Maine DOT
Art Morgan	Bangor
Ron Harriman	Hermon & Orrington

### Call to Order and Minutes Approval

Topic	Discussion	Action
<b>Minutes</b>	Art Morgan called the February 18, 2014 meeting of the Bangor Area Comprehensive Transportation System Policy Committee to order at 9:34 am, at the Brewer Auditorium.	<i>Frank Higgins made the motion to accept the minutes of January 21, 2014. Rob Yerxa seconded the motion. Unanimously approved.</i>

### Technical Issues

Topic	Discussion	Action
<b>Stillwater Avenue, Old Town</b>	<p>Paul MacDonald explained to the Committee that Old Town's mill and fill project that would run from the end of the existing project to Abbott Street would cost \$250,000. The City will be responsible for their local share for the project.</p> <p>Part of the project will be rebuilding the existing sidewalks, but the City of Old Town will take care of that part of the project.</p>	

<p><b>Holding PIN Balance and Possible Projects</b></p>	<p>Paul MacDonald indicated the state will need an agreement between the City, Maine DOT and BACTS. A workplan will need to be completed as soon as possible. Paul will help Rob develop the workplan.</p> <p>After much discussion, it was recommended by the committee to add the Old Town project to the other projects that will be considered for the Holding PIN funds.</p> <p>Rob told the Committee that there is \$940,000 available in the Holding PIN for any projects that were ready to proceed. The following list was put forward:</p> <p>Bangor – Hammond-Ohio-Union for \$256,796  Brewer – Elm Street/Parkway South to tracks for \$275,000  Old Town – Stillwater Avenue to Abbott Street for \$250,000</p> <p>Signal Projects:  Bangor – Harlow/Cumberland detection for \$69,300  Bangor – Broadway/Griffin new detection for \$34,450  Brewer – Wilson/Main for \$20,000</p>	<p><i>Dana Wardwell made the motion to add the Old Town project to the list of projects being considered for funding with the existing PIN funds. Jim Ring seconded. Motion carried with two opposed.</i></p> <p><i>Dana Wardwell moved to approve the listed road and signal projects to be completed using existing funds in PIN. Rob Yerxa seconded the motion. Unanimous.</i></p>
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**Present List of Submitted projects for FY 2015-2017**

Topic	Discussion	Action
	<p>Dianne distributed a list of the 35 projects that were submitted by the towns for the FY 2015-2017 Capital Improvement Work Plan.</p> <p>The Preliminary Funding Ratios are as follows:  10% Rehab  60% Preservation  25% Development  5% Signal</p> <p>There was discussion on what was considered preservation versus rehabilitation. Dianne explained that she is using the definitions given by the State. Paul MacDonald told the group that the</p>	

	<p>list Dianne has is outdated. Paul will send the newest definitions to Dianne.</p> <p>The Committee agreed to continue the process with the existing information and make changes later if necessary.</p> <p>Dianne explained that in order to complete the process in the timeframe that was given to her by Maine DOT, there would need to be two meetings in March. It was decided that a joint meeting of the Policy and Technical Committees would be scheduled for March 4 at 9:30 a.m. and the regular Policy Committee meeting would be on March 18 at 9:30 a.m.</p>	<p><b><i>Linda Johns made a motion to continue the process using the existing information, making changes as necessary when the new information becomes available. Rob Yerxa seconded. Unanimous.</i></b></p>
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**BACTS FY 2013 Financial and IRS Form 990**

Topic	Discussion	Action
	<p>In the interest of time, it was decided that the financials and 990 would be tabled until the March 18th Policy Committee meeting.</p>	<p><b><i>Jim Ring made a motion to table the financials and 990 form to the next meeting. Frank Higgins seconded. Unanimous.</i></b></p>

**Other Business**

Topic	Discussion	Action
<p><b>Broadway Corridor Study</b></p>	<p>Rob is ready to send out an RFP for the Broadway Corridor Study. He explained that when projects are under \$100,000, BACTS can pick consultants from Maine DOT's pre-qualified list. The Committee may not be as familiar with these names as those used in other studies.</p>	<p><b><i>Frank Higgins made a motion to allow Rob and representatives of the City of Bangor to pick three consultants out of the Maine DOT prequalified list. Jim Ring seconded. Unanimous.</i></b></p>
<p><b>Milford Traffic Study</b></p>	<p>Mike Gladu would like a study done on Route 2 due to the traffic being backed up during the morning commute. This issue was tabled for the next Policy Committee meeting.</p>	
<p><b>Sewall</b></p>	<p>Rob explained that he needed approval from the Committee to have Sewall complete estimates on the TIP.</p>	<p><b><i>Jim Ring made a motion to approve Rob entering into a contract with Sewall for estimates on TIP up to \$10,000. Linda Johns seconded. Unanimous.</i></b></p>

<p><b>Donald Higgins</b></p>	<p>Rob informed the Committee that the contract with Donald Higgins of Loiselle, Goodwin and Hines had expired on December 31, 2013. Donald provided services through January and spent approximately \$6,000 to complete the financials.</p> <p>Art Morgan suggested extending Donald’s contract through the end of this year, adding on the extra cost for last year.</p>	<p><i>Dana Wardwell made a motion to extend the contract with Donald Higgins through December 2014 not to exceed an additional \$7,000. Linda Johns seconded. Unanimous.</i></p>
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**Adjournment**

Topic	Discussion	Action
		<p><i>The meeting was adjourned at 11:33 a.m.</i></p>