

# Bangor Area Comprehensive Transportation System

## Policy Committee Meeting Minutes

July 21, 2015

Machias Savings Bank

Name	Representing
Rob Kenerson	BACTS
Cindy Meservey	BACTS
Dianne Rice	BACTS
Don Cooper	BACTS
Frank Higgins	City of Brewer
Randy Barrows	Maine DOT
Barbara Veilleux	Penobscot County
Sean Currier	Hampden
Patrick Adams	Maine DOT
Eric Sanderson	Maine DOT
Martin Rooney	Maine DOT
Dana Wardwell	City of Bangor
Rob Yerxa	Town of Orono
Carlos Pena	FHWA
John Theriault	City of Bangor
Linda Johns	City of Brewer

### Call to Order and Minutes Approval

Topic	Discussion	Action
<b>Minutes</b>	Frank Higgins called the July 21, 2015 meeting of the Bangor Area Comprehensive Transportation System Policy Committee to order at 9:40 am, at the Brewer Auditorium.	<i>Linda Johns made the motion to accept the minutes of June 16, 2015 Policy Committee meeting. Rob Yerxa seconded the motion. Unanimously approved.</i>

### In-Kind Signatures for FY 15

Topic	Discussion	Action
	The in-kind sheet was passed around to Committee members. Rob asked that everyone sign where appropriate. The in-kind documentation is needed for BACTS' annual audit.	

### Rob's Review/Contract

Topic	Discussion	Action
	<p>The Governance Committee met a few weeks ago for Rob's review. A few changes were made to his contract to change from a one-year contract to a two-year contract. The new end date for the current contract is December 31, 2016. A review will be done annually. The Governance Committee recommended a 2% increase in salary. Frank asked if there were any comments on Rob's performance over the past year.</p>	<p><b><i>Dana Wardwell made a motion to approve the salary increase and the changes in Rob's contract as presented by the Governance Committee. Linda Johns seconded the motion. Unanimously approved.</i></b></p>

**TIP Amendment**

Topic	Discussion	Action
	<p>Maine DOT sent a STIP amendment for projects with changes in time and funding. The change in the Transit element covers actual operating and showing transfers of money. If the amendment is approved by the Committee, it will be put on the BACTS website tomorrow, with an end date of the end of the month.</p> <p>There was a question of why one of the projects was included in the BACTS TIP when it isn't a BACTS project. Rob explained that any project located in the BACTS boundary area needs to be included in the TIP.</p> <p>Rob indicated that the Committee needed to vote to approve the changes in the Public Participation Plan before voting on putting the TIP amendment out for public comment. The Public Participation Plan was put out for public comment and received none.</p>	<p><b><i>Linda Johns made a motion to approve the changes in the Public Participation Plan as there were no public comments received. Rob Yerxa seconded the motion. Unanimously approved.</i></b></p> <p><b><i>Linda Johns made a motion to authorize the STIP Amendment to be put on BACTS' website for public comment and to be approved if no negative comments are received. Rob Yerxa seconded the motion. Unanimously approved.</i></b></p>

**Scoring Criteria for 2018 Work Plan Project Selection**

Topic	Discussion	Action
	<p>Every year, prior to starting the new project selection process, the Committee looks at the scoring criteria to see if any changes are needed or wanted in how projects are scored.</p>	

	<p>Dana Wardwell indicated he would like to see no more development projects, putting the little funding available toward preservation.</p> <p>Frank Higgins thought it would be wise to leave the development criteria in the document for the possibility of someone having a development project in the future.</p> <p>Frank pointed out that traffic volume still has a 30% weight for preservation and rehab. This has been a problem in the past. If the Committee would like to change the percentage, now is the time to do it.</p> <p>Rob Yerxa supported the numbers being kept where they are. He was happy with the way the scoring was done in the previous process.</p> <p>Rob Kenerson suggested added the DOT scoring to the projects submitted to give more information.</p> <p>No changes were made to the scoring criteria.</p>	
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**Technical Issues**

Topic	Discussion	Action
	<p><b>Orono</b> – Resurfacing is well underway for Kelley Road. Bennoch Road has been striped. The projects should be done prior to school starting.</p> <p><b>Bangor</b> – Main Street should be completed within the next couple weeks. Outer Broadway has been milled. The bid for Union/Hammond Street come in \$250,000 higher than the project estimate. The City will put it out to bid again.</p> <p><b>Brewer</b> – Lower Wilson Street paving will start in the next week or two. Elm Street bids were opened this week. It came in over budget by about \$10,000.</p>	

## Transit

Topic	Discussion	Action
	<p>Ridership is down compared to last year. They are in the middle of developing a contract with Job Corp. The contract will be similar to the contract with the University of Maine.</p> <p>Bus tickets are now being sold through area stores. The program is going very well.</p> <p>All urban programs must have a half- fare service for seniors. The bus has now gone from a half-day pass to a full-day pass at half price. The ticket sales have skyrocketed.</p> <p>Hampden has decided to discontinue the Saturday service. The Community Connector needs to find a replacement for the short route in Bangor.</p>	

## Maine DOT

Topic	Discussion	Action
	<p>Patrick Adams is reviewing Bike/Pedestrian projects that have been approved but have not been done. Some of these projects are in the BACTS area. He may be able to free up money for other projects that are ready to move forward. To date he has eliminated seven projects state-wide.</p> <p>Randy Barrows announced that the Elm Street project in Brewer is short approximately \$2,100. The bid came in over the project estimate, but there were unused funds from PE.</p>	<p><b><i>Dana Wardwell made a motion to authorize up to \$5,000 from the Holding PIN be used for the Elm Street project in Brewer. John Theriault seconded the motion. Unanimously passed.</i></b></p>

## FY18 Projects

Topic	Discussion	Action
	<p>After the vote on 2018 projects, BACTS staff was told that \$400,000 for the Orono Round-a-bout was not taken out of the Hold PIN. This means the amount given at last month's meeting was not accurate. Dianne and Rob received an email from</p>	

	<p>Gerry Audibert indicating that there were funds available to be transferred to the Holding PIN. These funds were the remaining balance of the CY 16-18 allocation. If the Committee votes to transfer the funds to the Holding PIN, it must go out for public comments.</p> <p>Additional funds may be coming back from the Wilson Street project in Brewer as well.</p> <p>Dianne explained that she can submit the Project Identification forms as is and see if enough funding comes back from current projects, or she can submit the projects for PE only.</p> <p>The Committee decided to submit the Project ID forms as they are now and wait and see.</p>	<p><b><i>Linda Johns made a motion to authorize to put out for public comments the transfer of \$99,217 from WIN 18662.00 to the Holding PIN. The transfer is contingent on receiving no negative comments.</i></b></p>
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**Other Business**

Topic	Discussion	Action
	<p>Rob spoke with Dan Stewart regarding the rural transportation planning contract. Maine DOT has a new Deputy Commissioner, and he is reviewing everything going on at DOT. Nothing will be done until he is finished his review.</p> <p>Dianne announced that she will be out of the office From July 28 through August 10. If anyone needs something from her, please contact her prior to the 28<sup>th</sup>.</p> <p>The left hand turn signal is ready to go once arrows and bulbs are changed on the Stillwater Exit in Bangor.</p> <p>Brewer is install technology that will allow them remote monitoring and diagnostic capability. Phase 1 includes Wilson Street/State Street, Dirigo/Parkway South, and Wilson Street/Parkway South. If all goes well, Phase 2 will complete Wilson Street.</p>	

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
<b>Adjournment</b>		<i>The meeting was adjourned at 11:18 a.m.</i>