



A Metropolitan Planning Organization (MPO)
Administered by Southern Maine Planning and Development Commission

KACTS
Members:

Berwick

Eliot

Kittery

South Berwick

York

Maine Turnpike
Authority

MaineDOT

Southern Maine
Planning and
Development
Commission

Public
Transportation
Providers

Policy Committee Meeting Minutes Monday, April 10, 2023, at 1:00 p.m.

Meeting held virtually via Zoom

In attendance: James Bellissimo (Berwick), David Rich (Kittery), Jason Garnham (Kittery), Denise Clavette (South Berwick), Dean Lessard (York), Dylan Smith (York- Chair), Tom Reinauer (YCCAC- Vice Chair), Steve Cole (MaineDOT), Rebecca Grover (Maine Turnpike Authority), Stephanie Carver (SMPDC/KACTS), Dean Williams (SMPDC/KACTS), Jennifer Williams (FHWA)

Zoom meeting Access:

<https://us02web.zoom.us/j/81372933091?pwd=d1RUeU9VbWw3TXAwWFBVZkR3bHhmUT09>

Meeting ID: 813 7293 3091

Passcode: 848262

Dial in number:1 (646) 558 8656

1. Welcome

Dylan Smith, KACTS chairman, opened the meeting at 1:00 PM

2. Opportunity for Public Comment

There were no public comments.

3. Approval of Minutes from the January 24, 2023 KACTS Committee meeting

Dave Rich made a motion to approve the minutes, seconded by Tom Reinauer.

Motion passed. Abstentions: Steve Cole.

4. Budget Amendments to the 2022-2023 Unified Planning Work Program

Stephanie Carver informed the committee that there was a need for a final amendment to the UPWP FTA funding, to approve the actual total FTA funds available and to align with the new MaineDOT Match Policy. MaineDOT has revised its match policy to provide a 10% state match for the 2023 FTA allocation.

The amendment reflects the actual 2022-2023 FTA 5303 allocations for the KACTS UPWP for a total of \$104,238 (including match), as well as acknowledge the change in MaineDOT match for the 2023 allocation from 20% to 10%. The additional funding will be allocated to support existing tasks.



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Task 4 Multimodal Assistance:	2022-23 UPWP Budget	FTA 5303	SMPDC Match
Original 10/19/22	\$81,447	\$65,158	\$16,289
Amended 5/25/22	\$103,230	\$82,584	\$20,646
Amended 4/10/23	\$104,238	\$83,391	\$20,847*

Steph added that the region is receiving an increase in funding for KACTS' 2022–2023 Unified Planning Work Program (UPWP) as a result of a new MPO allocation formula developed in coordination with MaineDOT and the state's other three MPOs. The Policy Committee reviewed the following recommended allocation to existing UPWP tasks:

UPWP Task	Current Budget w/match	New Allocation w/match	New Proposed Budget w/ match
Task 1.1 Project Administration	\$110,085	\$100,134	\$210,219
Task 1.3 Public Participation	\$14,100	\$30,000	\$44,100
Task 2.1 Technical Assistance	\$14,000	\$10,000	\$24,000
Task 2.2 Highway Project Assistance	\$25,000	\$40,000	\$65,000
Task 4 Multimodal	\$103,230	\$50,000	\$154,238
Task 7 Special Studies	\$18,333	\$20,000	\$38,333
Task 9.1 UPWP Development	\$5,500	\$15,042	\$20,542
9.2 Transportation Improvement Program	\$11,000	\$1,958	\$12,958
9.3 Long Range Plan Development	\$4,000	\$15,000	\$19,000
Totals for full 2022-23 UPWP	\$446,885	\$282,134	\$730,027*

Tom Reinauer made a motion to approve UPWP budget amendments as proposed, seconded by Denise Clavette.

Motion Passed. Abstentions: SMPDC

5. Project Candidates for KACTS Funding for CY2026 Allocation- Discussion Item

Steph Carver noted that KACTS and the State's other MPOs have not received a notification about annual capital allocations from MaineDOT (this is usually received in late February). It is likely KACTS CY 2026 federal allocation will remain flat again at \$636,023 in federal, and \$79,502 state contributions, with a 10% local match required of \$79,502. We will likely need to program a total of \$795,027 for CY 2026. Our project criteria and forms are attached. Please return the forms by May 26th. Staff will score proposals and the KACTS Committee will review potential projects at our next meeting.



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Dean added that if any municipalities have ideas for projects to please contact him and Steph before developing a proposal. Dylan Smith noted that York may pursue additional funding for the York Village Improvements project. Denise Clavette added that South Berwick may explore KACTS funds to implement parts of their recently completed Downtown Study.

6. 2024-25 UPWP Match Discussion

In the coming months, KACTS will begin the process of expansion into Ogunquit, Wells, Kennebunk, and Kennebunkport, eventually resulting in additional UPWP funding. This increase, along with the IJA funding increase, and the reduction of state match from 15% to 10% on our FHWA funds, has put a strain on the availability of SMDPC’s match resources. Staff proposes the Committee follow the example of other MPO’s and investigate new scenarios to meet our match requirements for the next UPWP including in-kind time, and cash match commitments from KACTS members.

7. MaineDOT Updates

Stephen Cole updated the Committee on some of the State’s RAISE grants which included construction of a section of the Eastern Trail from Wells to North Berwick. The eastern trail has also applied for Congressionally Designated Project (CDP) funding for a different section of rail in Saco & Biddeford.

8. Municipal Project Updates

Kittery – Dave Rich provided a brief update on local transportation projects including the Whipple Street sidewalk project which should be complete this spring. He added that there will be a meeting today with MaineDOT regarding the Walker Wentworth project which is slated to go out to bid in the fall. He also pointed out the need to meet and follow up on the Route 236 improvements.

Berwick – James Bellissimo informed everyone about progress on stormwater upgrades currently underway.

Dean Williams stated that the Eliot 236 & Depot Rd intersection project is underway and that data collection will begin on the first week of May.

Stephanie added that Kittery’s Route 1 Planning Partnership Initiative (PPI) grant project was also moving forward with consultant selection expected in May.

Tom Reinauer commented that YCCAC’s order for 6 new vehicles has made some progress and they believe the small buses should be available within 6 months. They have also been working on a Low-No grant to include 4 hybrid Vans.



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9. Other Business/ Next Meeting Date

Steph noted that KACTS would need to meet in June to review urban area boundaries.