



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, July 90, 2023, at 9:00 a.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)

Additional Attendance: Thomas Morley (Portsmouth Naval Shipyard) Chris Osterrieder (Town of Kennebunk), Dale Doughty and Peter Coughlin (MaineDOT); Carol Murray (Town of Wells); Tyler McOsker (Town of Ogunquit).

Zoom meeting Access:

<https://us02web.zoom.us/j/81372933091?pwd=d1RUeYlVb0eWw3TXAwWFBVZkR3bHhmUT09>

Meeting ID: 811 4593 1159

Passcode: 040363

Dial in number:1 (646) 558 8656

### 1. Welcome

Dylan Smith, KACTS chairman, opened the meeting at 9:00 AM

### 2. Opportunity for Public Comment

There were no public comments.

### 3. Approval of Minutes from the April 10, 2023 KACTS Committee meeting

Dean Lessard made a motion to approve the minutes, seconded by James Bellissimo.

Motion passed. Abstentions: Jeff Brubaker.

### 4. KACTS Federal Urban Area Update- Dale Doughty, MaineDOT

Stephanie informed the committee that in early 2023, the US Census Bureau released updated Urban Area boundaries based on data from the 2020 census, requiring MPO's and State's to reevaluate MPO boundaries and urban areas. Housing density was added as a new criteria used to define urban areas for the 2020 census. These changes in US Census Bureau's criterion, as well as increased population in the region, have expanded the KACTS Portsmouth urban area to include Wells, Ogunquit, Kennebunk, and Kennebunkport. KACTS and MaineDOT must now reevaluate the KACTS capital management area roadway classifications to determine the area eligible for KACTS-administered Federal Highway Administration (FHWA) funding.



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

The new KACTS area requires KACTS Policy Committee approval. KACTS staff have been meeting with staff from each of our existing and new municipalities to discuss the impacts of this change and determine where the exact boundaries will be.

Pete Coughlin from MaineDOT added that there is a difference between State Urban Compact areas and MPO urban areas. The State Urban Compact has to do with Maintenance which the MPO urban area does not. Dale Doughty from MaineDOT talked about the impacts of this change to the MPO and municipalities. He stated that MaineDOT is adjusting its policies and there should be some more to update on those in October. He clarified that every road regardless of priority or functional classification should have a clear source or sources of funding for paving and upgrades. MaineDOT intends to ensure that MPO roads are funded at an adequate level so that when a rural road becomes an urban road there are equal opportunities and funding sources as before. Dale added that the urban vs rural classification of roadways would likely become less important from MaineDOT's perspective and in general the MPO should be considering long range planning throughout their region.

Dean Lessard pointed out that it would be helpful for him to have clear policies that are easy to explain to his selectboard when discussing road maintenance and capital improvements. He added that the DOTs database on built roads is likely out of date. Dale Doughty responded that MaineDOT would like to work with municipalities to update the states inventory and assessment of built versus non-built roads which impacts the type of paving and timing of paving on many highways corridor priority (HCP) 3 and 4 roadways.

Dean Williams shared a map showing the MPO boundary "urban smoothing" process from 2010 census process before showing the 2020 Urban area and proposed changes. He added that Steph and he would be reaching out to the municipalities to finalize some boundaries before the August meeting where KACTS will be asked to approve the final boundaries.

#### 5. Project Candidates for KACTS Funding for CY2026 Allocation

Stephanie informed the group that the KACTS CY 2026 federal capital allocation is flat funded again at \$795,027 (includes local and state match). The initial project solicitation request went out in April and we have not received any completed project proposal forms to date. If no projects will be proposed, staff suggests carrying over the capital funding into CY27 and revisiting project selection for these funds next spring. There was a discussion of when the funds would be available and whether it made sense to hold the funds to fill in future overages in projects.



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

Tom Reinauer made a motion to hold the funding in a separate WIN to be allocated to in the future to projects as needed, seconded by Denise Clavette. Motion passed unanimously.

**6. 2024-25 UPWP Match Discussion**

Based on previous discussions at the last KACTS meeting, Steph introduced a new proposal for a local match requirement for KACTS to cover the 10% match for the 2024-2025 UPWP. The match formula is based on each municipality’s percentage of the total KACTS area population, along with a base amount of \$1,000. Incorporating the new KACTS communities (assuming all four communities become KACTS members), the estimated match for each municipality would be as follows:

Municipality	Population (2020 Census)	Percent of Total Pop*	Estimate Match w/o \$1000 base	Estimated Match with \$1,000 Base	Annual Match with Base
Kittery	10,070	14%	\$9,937	\$9,712	\$4,856
South Berwick	7,467	10%	\$7,368	\$7,460	\$3,730
Berwick	7,950	11%	\$7,845	\$7,878	\$3,939
Eliot	6,717	9%	\$6,628	\$6,811	\$3,405
York	13,723	19%	\$13,541	\$12,872	\$6,436
Wells	11,314	15%	\$11,164	\$10,788	\$5,582
Ogunquit	1,577	2%	\$1,556	\$2,364	\$1,182
Kennebunk	11,536	16%	\$11,383	\$10,980	\$5,490
Kennebunkport	3,629	5%	\$3,581	\$4,139	\$2,069
Total	73,983	100%	\$73,003	\$73,003	\$36,502

\*Percentages are rounded

Steph noted that MaineDOT altered their contribution to UPWP match which increases local match, previously covered through SMPDC local dues contributions. In addition to the changes in match contributions from the state, the overall KACTS funding has increased significantly putting more of a burden on SMPDC for local match.

Dean Lessard asked how much match SMPDC was previously contributing. Steph replied that she could look into what SMPDC’s previous contribution was and SMPDC could develop another match formula proposal that includes an SMPDC contribution. The group agreed to wait for a second match proposal to vote on at a future KACTS meeting.

**7. MaineDOT Carbon Reduction Program Update**



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

Dean Williams informed KACTS that MaineDOT is developing the Carbon Reduction Strategy (CRS) in order to access federal funding provided to Maine through the Carbon Reduction Program (CRP), part of the Bipartisan Infrastructure Law (BIL). Maine will be allocating approximately \$29.9 million in CRP formula funds over five years (FY22-FY26). Once complete, the CRS will provide an overview of MaineDOT's strategy to reduce Maine's carbon emissions from transportation and identify different types of CRP-eligible projects that could support these efforts. More information and an opportunity to submit comments about the CRS can be found [here](#) through July 31.

## 8. Municipal Project Updates

Dave Rich provided a brief update on local transportation projects including the Whipple Street sidewalk project which is complete. He added that the Walker Wentworth project is currently dealing with right-of-way.

The Route 236 project's cooperative agreement has been signed by all parties and Eliot is continuing discussions regarding the Goodwin & State Street intersections which should be going to survey early this fall. MaineDOT anticipates a kickoff meeting will be held once design begins for those projects in the fall.

## 9. Other Business/ Next Meeting Date

Steph noted that KACTS would need to meet in August to approve urban area boundaries.