

KACTS

Kittery Area Comprehensive Transportation System

The Metropolitan Planning
Organization (MPO) for the
Kittery Urbanized Area

Maximizing opportunities to enhance the movement of goods and people through the Gateway to Maine

Policy Committee Meeting Minutes

Thursday, July 18 at 9:00 a.m.

South Berwick Public Library
27 Young Street
South Berwick, ME 03908

KACTS MEMBERS

Berwick

Eliot

Kittery

South Berwick

York

Maine Turnpike
Authority

MaineDOT

Southern Maine
PDC

Public
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Voting members present: Dylan Smith (York), Dean Lessard (York), Jon St. Pierre (South Berwick), Steve Eldridge (Berwick), Carlos Pena (FHWA), Chris Mann (MaineDOT), Adam Causey (Kittery), Dave Rich (Kittery), Bob Currie (York County Community Action), Tom Reinauer (Southern Maine Planning & Development Commission)

Staff & Guests: Eric Sanderson (Southern Maine Planning & Development Commission)

1. Welcome/Introductions

Meeting called to order by Chair, Dylan Smith at 9:02 AM

2. Approval of Minutes from the May 15, 2019 Policy Committee Meeting

Dean Lessard requested minutes be amended by removing statement regarding spreading KACTS funding such that no one or two towns gets the funds multiple years in a row.

Chris Mann made a motion to approve the minutes as amended. Seconded by Dean Lessard. The motion passed 10-0-0.

3. Project Candidates for KACTS Calendar Year 2022 Allocation

Tom Reinauer overviewed the 6 projects submitted for 2022 KACTS funds (6 in total – 1 from Berwick, 1 from Kittery and 4 from York). The scoring results were discussed between KACTS staff and MaineDOT and scored. Individual category scoring is available for town viewing if desired.

The highest score was awarded to one of York's projects: Construction of York Street (Route 1A) from Doctors Lane to Williams Ave. Berwick's application for two intersection redesigns and signal upgrades scored slightly lower than the above York Project. KACTS Staff recommended one of two options:

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1. Select the York Doctors Lane to Williams Ave project and add remaining \$195,027 of 2022 funds to holding WIN
2. Award funds to both the Berwick Project and a different York Project – York St from Hospital Drive to Doctors Lane, leaving \$115,000 for holding WIN account.

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The Committee discussed these two options, noting that funds can't be spent until 2022. It is possible for funds to be used earlier than the intended year if other flexible funds are used to replace them. Tom also noted to the Committee that a previous KACTS funded project in York was well over budget for construction costs, but the town stated it was not seeking additional KACTS funds to cover these overages.

The Committee continued to discuss the designs of the Berwick project and the York Doctors Lane to Williams Ave project. It was discussed that without having the Berwick project up to PDR phase it is hard to know the exact cost, which, if allocated could be beyond the KACTS funds requested to be allocated to the Berwick project. This brought up a third option of funding Berwick to PDR phase and the York Doctors Lane to Williams Ave project.

Informal policy procedures were discussed, including funding projects to PDR phase and how the Committee should remain consistent in continuing funding existing projects short of substantial circumstances.

A fourth option was discussed: funding the York Hospital Drive to Doctors Lane project and placing the remaining \$405,000 in 2022 funds in the holding WIN account. These funds could be used for Berwick construction or York could make a decision on whether to proceed with the Hospital Drive to Doctors Lane project or Doctors Lane to Williams Ave project. Construction may not be needed until 2023 for the Berwick project, depending on design schedule, whereas the York Doctors Lane to Williams Ave project is ready for construction now.

Dean made a motion to fund the York Doctors Lane to Williams Ave project \$600,000 and Berwick to PDR phase at \$95,000 and allocate \$100,000 to the holding WIN Account.

The motion was discussed, including processes and timelines of projects. Berwick could use funds being voted on in early 2020 depending on TIP approval schedule. The Committee had a preference to keep more funds in the WIN account as there are currently no state dollars to match federal dollars.

Bob Currie Seconded the motion.

The motion passed 9-0-1. (Tom R. abstained due to being a project scorer/staff)

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4. Unified Planning Work Program for calendar years 2020 & 2021

- Review of schedule for draft UPWP, funding and Committee approval

Tom updated the Committee that a draft Work Plan for KACTS planning funds will begin in early August addressing program tasks and funding for 2020-2021. Staff may be able to increase the municipal planning task budget for town-requested consultant studies. Committee will likely need a meeting at the end of August or in September to discuss a draft of the document. Work Plan will need to be adopted at a following meeting (likely November).

Tom discussed contingency of moving funds between tasks in the current 2018-2019 budget: \$10,186 in contingency task, including state and local match. Moving these funds to UPWP, Program Administration, Technical Planning Assistance and our Traffic Incident Management task. Discussion of policy regarding remaining contingency funds was held.

Dean made a motion to move requested funds from contingency to the four tasks discussed. Seconded by Steve. Motion passes 10-0-0.

5. Project Updates

Jon. St Pierre gave an overview of the Route 91/236 intersection project, noting a public meeting will be held on August 14th at South Berwick Town Hall.

Dean Lessard gave an update on several York Projects. The Route 1 Beach Access Road project recently had its environmental permitting (NEPA) completed, and construction is estimated to begin in Summer of 2020. For the York Village project, moving the monument has been addressed, and a plaque will be placed in the Village in memory of Joshua Chamberlain.

Dave Rich gave an overview of several projects. Government street project construction should begin in August. Walker Street and Wentworth Street project is unclear at this point, and the Whipple Street project is moving into the Right of Way phase after utility issues were resolved.

Tom reminded the Committee that weekly construction notices on the I-95 high level bridge project are available at buildingabettergateway.com. This includes both the bridge and highway speed tolling project in York. There are several safety concerns at Exit 2 in Kittery where Route 236 meets I-95 and drivers are having trouble merging.

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6. Other Business.

The Committee discussed Maine Turnpike Authority representation on the KACTS Policy Committee.

Also discussed was parking potential for the MaineDOT North Berwick Lot to be used as a Park & Ride. This could help the Portsmouth Naval Shipyard and KACTS staff will meet with towns regarding this topic in the future.

7. Next Meeting Date and Agenda Items

The next KACTS Policy Committee Meeting was set for Wednesday, September 11th at 9:00AM at the Berwick Town Hall, located at 11 Sullivan Street, Berwick, Maine.

The meeting was adjourned at 10:34 AM

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