

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

Policy Committee Meeting Minutes
Wednesday, July 15, 2020 at 10:00 a.m.
Zoom Meeting

KACTS MEMBERS

Minutes

Berwick

Eliot

Kittery

South Berwick

York

Maine Turnpike
Authority

MaineDOT

Southern Maine
PDC

Public
Transportation
Providers

Voting members present: Dylan Smith (York), Chris Mann (MaineDOT), Adam Causey (Kittery), Stephanie Carver (Southern Maine Planning & Development Commission), James Bellissimo (Berwick), Dave Rich (Kittery), Perry Ellsworth (South Berwick),

Staff & Guests: Eric Sanderson (Southern Maine Planning & Development Commission), Carlos Pena (Federal Highway Administration)

1. Welcome

Meeting called to order by Chair, Dylan Smith at 10:05 AM

2. Approval of Minutes from the June 10, 2020 Policy Committee Meeting

Dave Rich made a motion to approve the minutes as written. Seconded by Chris Mann. The motion passed 6-0-1.

3. Public Transportation Agency Safety Plan (PTASP)

Staff Report

As a recipient of Section 5307 funds, KACTS is required by FTA to have an approved Public Transportation Agency Safety Plan (PTASP) by July 20, 2020 We used the YCCAC plan as a foundation but specifically customized it for KACTS. The plan identifies safety protocol, and requires all KACTS service contractors to adhere to certain safety standards.

Proposed Action: Approve the PTASP and appendices

Steph gave an overview of transit agency work to meet a federal requirement for utilizing 5307 funds. KACTS has used the YCCAC plan and modified it for our purposes, because KACTS is a pass through organization for the CARES Act funds.

Dave Rich made a comment on 4b on Page 8. "Coordinator will" should be "coordinators will".

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

Perry Ellsworth made a motion to approve the PTASP as discussed, seconded by Chris Mann. Motion passes 7-0-0.

4. SMPDC Update: KACTS Coordination with the SMPDC Regional Sustainability and Resilience Program

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SMPDC’s Regional Sustainability and Resilience program formed in 2019 when the towns of Kennebunkport, Kennebunk, Kittery, York, Ogunquit and Wells partnered with us to create a regional program to support municipal and regional sustainability and coastal resiliency efforts. The mission of the Program is to encourage more regional collaboration of sustainability efforts in order to enhance the effectiveness of local government action. It is led by Abbie Sherwin, Senior Coastal/Land Use Planner, and Karina Graeter, Sustainability Coordinator.

Over the past few months, the Program finalized its two-year [Work Plan](#), detailing the goals and objectives of the program. Karina and Abbie have been coordinating with town staff and committee members on collecting detailed data for town and regional sustainability assessments.

Work is well underway on a regional sea level rise vulnerability study examining the economic impacts of coastal flood hazards. Program staff are also working on developing a standardized greenhouse gas inventory process specifically for Southern Maine communities.

One of the objectives of the workplan is to *help towns expand sustainable transportation in their communities and strengthen regional collaboration on transportation initiatives*. The program will examine regional transit, EV charging infrastructure, alternative transportation, and the electrification of municipal fleets. Specific action items under this objective include:

- performing a fleet inventory for each community within first 8 months of program and identify strategies for improving municipal fleet efficiency;
- supporting growth of regional EV charging infrastructure by evaluating suitable locations for EV chargers, aiding towns with finding and pursuing funding opportunities for EV charging stations, and coordinating to ensure a robust, well-publicized charging network;
- collaborating with state and regional organizations (*e.g.*, KACTS, Drive Electric Maine, *etc.*) to ensure sustainability and resilience are integral parts of regional transportation efforts;

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- identifying transportation infrastructure vulnerable to impacts of coastal flooding and sea level rise; and
- investigating the use of low-impact development, green infrastructure, and flood resilient design options for municipal infrastructure.

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Abbie Sherwin represents SMPDC communities on the Maine Climate Council. The Council has met regularly over the past year to develop a State Climate Action Plan. In June, each of the Council's six working groups presented their draft strategies to help achieve the State's greenhouse gas emissions reduction target of 80% by 2050 and ensure Maine's people, economy, and communities are more resilience to the impacts of climate change.

SMPDC is reviewing and providing feedback on the recently released [draft recommendations](#). The public is also invited to weigh-in on the draft strategies over the summer and tell the Council what should be included in Maine's four-year Climate Action Plan, which will be released in December 2020. Proposed strategies include updating and modernizing land use regulations; providing data and specialized technical assistance to communities about the impacts of climate change; providing funding for municipal infrastructure projects that help communities plan for and respond to climate change; increase electrical vehicle use; enhance public transportation and shared transportation options; reduce commuting; adapt critical transportation infrastructure for climate change impacts; and make investments to increase wildlife crossings and aquatic organism passage.

Proposed Action: For information only

Steph gave an overview of the work Karina Graeter has been doing on sustainability and coastal issues, as well as the work plan for the six towns mentioned above. Traditionally MPOs are moving in the direction of looking at sustainable transportation options, and KACTS might consider such options in future work plans and projects. Steph will send out the sustainability Work Plan for KACTS review, and over the summer staff will work with MaineDOT and SMPDC sustainability staff to make general recommendations about adjustments to the KACTS budget to incorporate sustainability recommendations into our process.

Carlos Pena discussed the relevance of the Maine Climate Council's Transportation Working Group, and Steph confirmed that KACTS staff will coordinate from members of that group to incorporate any recommendations from their work. Steph also discussed how SMPDC/KACTS staff are looking at Vehicle Miles Traveled (VMTs) and how that may be able to produce a baseline carbon emissions calculation for KACTS and SMPDC towns.

5. Municipal Project Updates

Eric Sanderson gave the Committee an overview of the Route 236 Corridor Study project in Eliot. The project covers from Beech Road to the South Berwick town line along Route 236 and will address safety and mobility issues along the corridor. The project steering committee expects to have a draft Existing Conditions Report from consultant, Gorrill Palmer by the end of the week. This report will be submitted to MaineDOT for review for two weeks, which will be followed by a Steering Committee meeting to discuss the draft Existing Conditions Report on Tuesday, August 4th, 2020

Steph stated that KACTS is working with MaineDOT to make progress on the necessary documentation for York Village funding that was approved at the June KACTS Policy Committee meeting.

6. Other Business

Steph updated the Committee on the ongoing JLUS effort. The Department of Defense has awarded the project \$250,000 for implementation and an Request For Proposals will be released shortly. MaineDOT will be involved with transit work in the region with respect to CARES Act funds to run a transit route from Sanford to Kittery. SMPDC is managing the day to day operations of the project along with the Town of Kittery.

7. Next Meeting Date and Agenda Items

The next Policy Committee meeting will be held in the fall. The exact date and time of such meeting is to be determined, and will be scheduled in the future.

The meeting adjourned at 10:23 AM.

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