

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

Wednesday, June 9, 2021 at 10:00 a.m.

This meeting was held virtually via Zoom

KACTS MEMBERS

Berwick

Join Zoom Meeting

<https://us02web.zoom.us/j/81343875937?pwd=WnNJYXJGWUdsNnZzR2kyZGpWUGt0UT09>

Eliot

Kittery

Meeting ID: 813 4387 5937

Passcode: 766135

+1 646 558 8656 US (New York)

South Berwick

York

Voting members present: Dylan Smith (York), Dean Lessard (York), Steve Cole (MaineDOT), Adam Causey (Kittery), Dave Rich (Kittery) Stephanie Carver (Southern Maine Planning & Development Commission), Jeff Brubaker (Eliot), Bob Currie (York County Community Action Corporation), Rebecca Grover (Maine Turnpike Authority), James Bellissimo (Berwick).

Maine Turnpike
Authority

MaineDOT

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

Southern Maine
PDC

1. Welcome

Chair Dylan Smith opened the meeting at 10:03 AM

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2. Approval of Minutes from the May 19, 2021 KACTS Committee Meeting

Motion made by Steve Cole, Seconded by Adam Causey to accept the minutes as written. Motion passes 9-0-0.

3. UPWP Match Request to MaineDOT for FTA funds

As we prepare the draft of the next KACTS 2021-2022 Work Plan, KACTS staff is reviewing how we provide match for each of the tasks in the UPWP. Currently, MaineDOT provides \$50,728 (15%) in state funding as match for KACTS Federal Highway Administration planning funds, with an additional 5% local match paid my SMPDC and local communities. This amount is provided over the

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2-year UPWP period and allows for greater flexibility in administering our planning dollars throughout the region. For public transportation, SMPDC currently provides \$15,209 (15%) match to the Federal Transit Administration planning funds in the UPWP. This local match is provided through member dues.

KACTS MEMBERS

Action: Approval to work collectively with the state’s other MPOs to formally request MaineDOT provide a 15% UPWP match for KACTS FTA funds.

Berwick

The Committee discussed ways to provide municipal match, including involving other Metropolitan Planning Organizations.

Eliot

Bob Currie made a motion to work collectively with state’s other MPOs to formally request MaineDOT provide a 15% UPWP match for KACTS FTA funds. Seconded by James Bellissimo. The motion passes 8-0-1.

Kittery

South Berwick

4. Project Candidates for KACTS Funding for CY 2024 Allocation

York

For CY 2024, KACTS will receive an estimated federal allocation of \$636,023, and a state allocation of approximately \$79,502. Including the 10% local match required of \$79,502, we need to program a total of \$795,027 for CY 2024. The KACTS WIN has a total of \$126,947.63 but only \$55,395.13 is available. MaineDOT recommends KACTS maintains a minimum \$71,552.5 in reserve (10% of the annual allocation), a difference of about \$16,000.

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The following projects have been submitted:

MaineDOT

- a) Project Construction- Berwick Saw Mill Hill Road and Route 9/School Street intersection improvements - The Town of Berwick requests an estimated **\$811,000** to fund construction of phase three of a multi-phased project. The PDR was funded by KACTS in FY22 and is scheduled to be completed this month. The current budget request is based on the draft PDR circulated to SMPDC and Berwick last month

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Action: Decide on final allocation of CY 2024 KACTS funding.

Steph reviewed Berwick’s project and what MaineDOT recommends KACTS puts into its reserve funds. Funding differential of \$15,000 between the available KACTS funding and project cost was discussed. James clarified that the town will be able to finance any difference.

Dean Lessard made a motion to allocate KACTS 2024 KACTS funds in the amount of \$795,027 to Berwick Saw Mill Hill and School Street intersection improvement project. The motion was seconded by Seconded by Dave Rich. Contingencies of the project were discussed, and Berwick will come back for additional funds should overages occur. Applying for the Traffic Movement Permit via MaineDOT was also discussed. The motion passes 9-0-1.

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5. MaineDOT Report

MaineDOT staff will provide an update on any MaineDOT projects, policies, or plans.

Steve Cole discussed that MaineDOT submitted earmark requests to the U.S. Senate and of the 15 projects that were proposed, the only KACTS project was for the Badger Island bridge in Kittery for \$12.8 million. The project is in preliminary design, and the project will go out to bid in 2024.

6. Municipal Project Updates

James updated the Committee on a gas station by the bridge in Berwick that has been in discussions with the town to close their business. As part of the Saw Mill Hill/School Street realignment project, this business will have one of its curb cuts eliminated, which the business owner seemed open to.

Steph gave an update on the Route 236 Corridor Study in Eliot. KACTS is working with MaineDOT and Gorrill Palmer to extend the contract to December, with work hopefully finalized by summer of 2021. Most of the easier to implement recommendations (painting etc.) is being coordinated with MaineDOT to incorporate into the Route 236 repaving in 2023.

Steph also discussed the Joint Land Use Study (JLUS), which had a panel discussion on housing and transportation. KACTS has requested more data to be included in the consultant's report, and hopes to get ridership numbers and cost estimates for potential service extending between Sanford and the Shipyard. Pratt & Whitney is also in similar discussion with the group, updating it on shift schedules and how those may relate to transit routes. A communications plan is being formulated to coordinate better between the Shipyard and the towns of Kittery and its neighboring communities.

Dave Rich gave an update on the Kittery Whipple Street sidewalk project, which was moving along with MaineDOT. The Whipple and Wentworth project is still in Right of Way.

Dean discussed the traffic signal on Route 1 in York, which is not active. Some overhead lights are not on yet, and crosswalks still need to be finished, but the intersection is up and functioning.

Jeff gave an update on the water and sewer project on Route 236, and it is still a priority for the town and moving along. He also discussed walking and cycling improvements in town, and how the municipal staff are soliciting input from Eliot residents.

7. Other Business/Future Meeting Dates

Bob discussed YCCAC's strategic planning effort. This identified certain needs, one of which was to

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hire for a Director of Operations. Bob has accepted that position, and he will be replaced as the Transportation Director in the future. The position will be posted for applications shortly.

The meeting was adjourned at 10:50 AM.

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