

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

Policy Committee Meeting Agenda
Tuesday, October 19, 2021, at 1:00 p.m.

This meeting will be held virtually via Zoom

In attendance: Carlos Pena (FHWA), Steve Cole (MaineDOT), Jill Cahoon (AECOM), Jeff Brubaker (Eliot), Adam Causey (Kittery), Dave Rich (Kittery), Dylan Smith (York), Dean Lessard (York), Rebecca Grover (Maine Turnpike Authority), James Bellissimo (Berwick), Tom Reinauer (YCCAC), Jackie Johnston (Portsmouth Naval Shipyard), Stephanie Carver (SMPDC/KACTS), Eric Sanderson (SMPDC/KACTS).

KACTS MEMBERS

Berwick

Eliot

Kittery

South Berwick

York

Maine Turnpike
Authority

MaineDOT

Southern Maine
PDC

Public
Transportation
Providers

Join Zoom Meeting

<https://us02web.zoom.us/j/84960517392?pwd=dVpxK284OHZUUnNYa04vaU82R3NWdz09>

Meeting ID: 849 6051 7392

Passcode: 147835

Dial in: 1 (646) 558 8656

1. Welcome/Public Comment

Chair Dylan Smith opened the meeting at 1:03PM

2. KACTS Virtual Meeting Policy

Governor Mills signed Public Law Chapter 290 into law on June 21, 2021. The proposed Remote Participation Policy will allow KACTS board members to attend the Policy Board meetings via remote technologies pursuant to the requirements of Public Law Chapter 290. The law requires any public body to adopt a remote Participation Policy in order to continue to meet using remote technology.

Proposed Action: Adopt the Remote Participation Policy for the KACTS Policy Board.

Steph gave an overview of the state law for virtual meetings. MaineDOT has informed KACTS we can adopt this policy remotely since we have not met in person since the pandemic started.

Dean Lessard made a motion to adopt the Remote Participation Policy as written, seconded by Tom Reinauer.

Adam Causey asked about having a public room in a town hall where the public can come to view the meeting. The KACTS Chair can make a decision about what constitutes an "emergency" and Steph wants to dive deeper into this at future meetings. KACTS would prefer to have hybrid meetings at some point in the future. The Kittery Conference room is good for hybrid meetings as it

is set up with a TV and camera. The motion passed 10-0-0.

3. Approval of Minutes from the June 9, 2021 KACTS Policy Committee Meeting

Steve Cole made a motion to approve the minutes, seconded by Tom Reinauer. Motion passes 9-0-1.

KACTS MEMBERS

Berwick

Eliot

Kittery

South Berwick

York

Maine Turnpike
Authority

MaineDOT

Southern Maine
PDC

Public
Transportation
Providers

4. 2022-23 KACTS Unified Planning Work Program

Metropolitan planning organizations (MPOs) are required to create a Unified Planning Work Program (UPWP) that documents the metropolitan transportation planning activities to be performed in compliance with federal regulation. The transportation planning tasks identified in the UPWP are funded through a combination of federal, state, and local sources. Staff has developed the attached draft 2022-2022 UPWP for the KACTS Policy Committee review and approval.

Proposed Action: Approve the Draft 2022-2023 Unified Planning Work Plan as presented for submission to MaineDOT.

The UPWP has been posted for nearly a month, and no comments have been received, other than a few minor edits from FTA, which has been incorporated into the current draft. The biggest difference from previous UPWP is removing the Traffic Incident Management (TIM) task and transferring it to other funding through SMPDC. The UPWP TIM funds have been reallocated to all tasks, and more money has been allocated to administration and planning studies. An additional task has been added for sustainable transportation work in the KACTS region. SMPDC has two staff that can assist in this task and implementation of the state's Climate Action Plan. Specific projects still need scoping work, and the Policy Committee will receive proposals from KACTS staff for comment in the future.

A request from all 4 Maine MPO's has been sent to MaineDOT to provide transit match at 15%.

The Committee discussed carry over funds from UPWP years. KACTS has received permission to carry over funds from 2020-2021 to 2022-2023, and at this point it does not appear that we will need to carry over any funds. All funds are projected to be spent by the end of December 2021.

The next UPWP (2024-2026) will need funds for updating the Long Range Transportation Plan, and this current UPWP proposes implementation of the Long Range Plan.

Page 11, #11, Tom asked to change that language to include GoMaine wording with MaineDOT's current transit efforts, instead of trying to adopt a COAST transit service in the KACTS region. Proposed change to "Continue participation and coordination in GoMaine ridesharing commuter program managed by MaineDOT".

KACTS
Kittery Area Comprehensive Transportation System

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

KACTS MEMBERS

Berwick

Eliot

Kittery

South Berwick

York

Maine Turnpike
Authority

MaineDOT

Southern Maine
PDC

Public
Transportation
Providers

Page 15 under CARES Act funds, #3. Don't be specific by stating fixed route transit services. Change to "feasibility of new transit services".

A motion was made by Tom Reinauer to approve the 2022-2023 UPWP as amended. Seconded by Adam Causey. The motion passes 9-0-1.

5. KACTS Transit Study Kick off Presentation

KACTS is using CARES funding to embark on a regional transit study to look at challenges and opportunities for transit in our region. A committee including representatives from York County Community Action (YCCAC), SMPDC and MaineDOT was established to help choose a consultant for this work and AECOM was selected. AECOM will conduct a short presentation outlining their scope.

Proposed Action: For Information Only

Jill Cahoon of AECOM gave a presentation on a transit study for KACTS. Scope includes data collection, pandemic impacts to transit, municipal engagement (led by SMPDC), and producing a final report. Plan would be completed in mid March 2022. Next steps are sending data requests to parties involved and developing an engagement strategy to get a head start on that early in the process.

The study should serve to connect transit and work together with existing agencies and organization. This will help rides be as quick and easy to navigate as possible. This could also spur scoping out projects for KACTS "Multimodal" task in the UPWP.

6. SMPDC and MaineDOT Reports- MaineDOT and SMPDC staff will provide updates on any MaineDOT projects, policies, or plans.

Steph updated the Committee on the Joint Land Use Study (JLUS) at the Portsmouth Naval Shipyard. It is wrapping up and a transit task studying the feasibility of running transit from Sanford to Kittery is being discussed with York County Community Action's transit service. Housing work is wrapping up as well, with deliverables such as a toolkit available to circulate to communities. A communications group has been put together to improve relationships between the Shipyard and neighboring towns. This includes a guide and contact list of staff at neighboring municipalities to share with the Shipyard. In the next month, the implementation group will convene on a regular basis. The Department of Defense Office of Economic Adjustment (OEA) has reached out to KACTS to continue funding on this project so implementation can remain ongoing.

For soliciting projects, KACTS is working with MaineDOT to allow future funds to go towards projects that have overrun their funding. The Policy Committee will need to make a decision at future meetings on whether to not fund new projects until old ones can be completed, or keep moving forward with new projects, or a hybrid of the two.

KACTS

Kittery Area Comprehensive Transportation System

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

KACTS MEMBERS

Berwick

Steve Cole gave an update on MaineDOT. Most Planning staff at the Department are back at the office. In person meetings are also occurring. The Department is hiring a Regional Planner for the Western Region of the state.

7. Municipal Project Updates

Municipal representatives will provide updates on local transportation projects

Kittery

Eliot

Dave rich gave an update on the Whipple street project. Right of Way is almost finished, and construction is slated for Spring 2022.

Kittery

Walker and Wentworth street project has some funding shortages, and the town is meeting today to discuss possible funding for that.

South Berwick

York

York

Two weeks ago, MaineDOT and York held an inspection of the Route 1 and Short Sands Road project. The Department has asked the town to update project estimates for the York Village improvement projects.

Maine Turnpike Authority

Eliot

MaineDOT

At the end of September, the town hosted a public meeting on the Route 236 study. The meeting also served to share the town's walking and biking priority report, and feedback was solicited on both of those.

Southern Maine PDC

8. Other News/Next meeting

Public

The next meeting will be in person with a virtual option. Meeting time and location are TBD.

Transportation Providers

The meeting was adjourned at 2:02PM.