



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 Agenda

Thursday, July 20, 2023 at 9:00 a.m.

This meeting will be held virtually via Zoom
Join Zoom Meeting:

<https://us02web.zoom.us/j/81145931159?pwd=ZnJYS2JRZHVEeDJ5MHAzSXZwS09vdz09>

Meeting ID: 811 4593 1159; Passcode: 040363

Find your local number: <https://us02web.zoom.us/j/kcrgiAng8y>

1. Opportunity for Public Comment

Members of the public have an opportunity to provide public comment on today's agenda items.

2. Approval of Minutes from the April 10, 2023 KACTS Committee Meeting

3. KACTS Federal Urban Area Update- Dale Doughty, MaineDOT

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.

The new KACTS area will require 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. Dale Doughty from MaineDOT will address the impacts of this change to municipalities, answer questions from the municipalities, and discuss the steps moving forward.

Proposed Action: Discussion Item

4. Project Candidates for KACTS Funding for CY2026 Allocation

Our CY 2026 federal allocation is \$795,027 (includes local and state match). Our initial project solicitation request went out in April and we have not received any completed



- KACTS Members:
- Berwick
- Eliot
- Kittery
- South Berwick
- York
- Maine Turnpike Authority
- MaineDOT
- Southern Maine Planning and Development Commission
- Public Transportation Providers

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.

Proposed action: Carry over CY26 capital funding to allocation in CY27.

5. 2024-25 UPWP Match Discussion

Staff proposes a new match requirement for KACTS to cover the 10% local match for the 2024-2025 UPWP. The match formula covers the local match requirement for the two-year MPO workplan, and 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

Proposed Action: Review and approve match formula and MPO match requirement to be applied to the 2024-2025 UPWP.

6. MaineDOT Carbon Reduction Program Update

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.



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

Proposed Action: Discussion Item Only

7. MaineDOT Updates

MaineDOT staff will provide an update on Maine activities and projects.

8. Municipal Project Updates

Municipal and state agency representatives will provide updates on local transportation projects.

9. Other Business/ Next Meeting Date proposed -August 17th (3rd Thursday) 9-10:30AM.



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, April 10, 2023, at 1:00 p.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)

Zoom meeting Access:

<https://us02web.zoom.us/j/81372933091?pwd=d1RUeU9VbWw3TXAwWFBVZkR3bHhmUT09>

Meeting ID: 813 7293 3091

Passcode: 848262

Dial in number:1 (646) 558 8656

1. Welcome

Dylan Smith, KACTS chairman, opened the meeting at 1:00 PM

2. Opportunity for Public Comment

There were no public comments.

3. Approval of Minutes from the January 24, 2023 KACTS Committee meeting

Dave Rich made a motion to approve the minutes, seconded by Tom Reinauer.

Motion passed. Abstentions: Steve Cole.

4. Budget Amendments to the 2022-2023 Unified Planning Work Program

Stephanie Carver informed the committee that there was a need for a final amendment to the UPWP FTA funding, to approve the actual total FTA funds available and to align with the new MaineDOT Match Policy. MaineDOT has revised its match policy to provide a 10% state match for the 2023 FTA allocation.

The amendment reflects the actual 2022-2023 FTA 5303 allocations for the KACTS UPWP for a total of \$104,238 (including match), as well as acknowledge the change in MaineDOT match for the 2023 allocation from 20% to 10%. The additional funding will be allocated to support existing tasks.



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

Task 4 Multimodal Assistance:	2022-23 UPWP Budget	FTA 5303	SMPDC Match
Original 10/19/22	\$81,447	\$65,158	\$16,289
Amended 5/25/22	\$103,230	\$82,584	\$20,646
Amended 4/10/23	\$104,238	\$83,391	\$20,847*

Steph added that the region is receiving an increase in funding for KACTS' 2022–2023 Unified Planning Work Program (UPWP) as a result of a new MPO allocation formula developed in coordination with MaineDOT and the state's other three MPOs. The Policy Committee reviewed the following recommended allocation to existing UPWP tasks:

UPWP Task	Current Budget w/match	New Allocation w/match	New Proposed Budget w/ match
Task 1.1 Project Administration	\$110,085	\$100,134	\$210,219
Task 1.3 Public Participation	\$14,100	\$30,000	\$44,100
Task 2.1 Technical Assistance	\$14,000	\$10,000	\$24,000
Task 2.2 Highway Project Assistance	\$25,000	\$40,000	\$65,000
Task 4 Multimodal	\$103,230	\$50,000	\$154,238
Task 7 Special Studies	\$18,333	\$20,000	\$38,333
Task 9.1 UPWP Development	\$5,500	\$15,042	\$20,542
9.2 Transportation Improvement Program	\$11,000	\$1,958	\$12,958
9.3 Long Range Plan Development	\$4,000	\$15,000	\$19,000
Totals for full 2022-23 UPWP	\$446,885	\$282,134	\$730,027*

Tom Reinauer made a motion to approve UPWP budget amendments as proposed, seconded by Denise Clavette.

Motion Passed. Abstentions: SMPDC

5. Project Candidates for KACTS Funding for CY2026 Allocation- Discussion Item

Steph Carver noted that KACTS and the State's other MPOs have not received a notification about annual capital allocations from MaineDOT (this is usually received in late February). It is likely KACTS CY 2026 federal allocation will remain flat again at \$636,023 in federal, and \$79,502 state contributions, with a 10% local match required of \$79,502. We will likely need to program a total of \$795,027 for CY 2026. Our project criteria and forms are attached. Please return the forms by May 26th. Staff will score proposals and the KACTS Committee will review potential projects at our next meeting.



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 added that if any municipalities have ideas for projects to please contact him and Steph before developing a proposal. Dylan Smith noted that York may pursue additional funding for the York Village Improvements project. Denise Clavette added that South Berwick may explore KACTS funds to implement parts of their recently completed Downtown Study.

6. 2024-25 UPWP Match Discussion

In the coming months, KACTS will begin the process of expansion into Ogunquit, Wells, Kennebunk, and Kennebunkport, eventually resulting in additional UPWP funding. This increase, along with the IJA funding increase, and the reduction of state match from 15% to 10% on our FHWA funds, has put a strain on the availability of SMDPC’s match resources. Staff proposes the Committee follow the example of other MPO’s and investigate new scenarios to meet our match requirements for the next UPWP including in-kind time, and cash match commitments from KACTS members.

7. MaineDOT Updates

Stephen Cole updated the Committee on some of the State’s RAISE grants which included construction of a section of the Eastern Trail from Wells to North Berwick. The eastern trail has also applied for Congressionally Designated Project (CDP) funding for a different section of rail in Saco & Biddeford.

8. Municipal Project Updates

Kittery – Dave Rich provided a brief update on local transportation projects including the Whipple Street sidewalk project which should be complete this spring. He added that there will be a meeting today with MaineDOT regarding the Walker Wentworth project which is slated to go out to bid in the fall. He also pointed out the need to meet and follow up on the Route 236 improvements.

Berwick – James Bellissimo informed everyone about progress on stormwater upgrades currently underway.

Dean Williams stated that the Eliot 236 & Depot Rd intersection project is underway and that data collection will begin on the first week of May.

Stephanie added that Kittery’s Route 1 Planning Partnership Initiative (PPI) grant project was also moving forward with consultant selection expected in May.

Tom Reinauer commented that YCCAC’s order for 6 new vehicles has made some progress and they believe the small buses should be available within 6 months. They have also been working on a Low-No grant to include 4 hybrid Vans.



*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

9. Other Business/ Next Meeting Date

Steph noted that KACTS would need to meet in June to review urban area boundaries.