

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

**Policy Committee Meeting Agenda**

**Wednesday July 15, 2020 at 10:00 a.m.**

This meeting will be held virtually via Zoom

To Join Zoom Meeting click on the link:

<https://us02web.zoom.us/j/83385903663?pwd=Q1Y1YjltNjFTdGV5VkU1UzhqdCt4dz09>

Dial by your location: 1 646 558 8656

Meeting ID: 833 8590 3663, Password: 665850

- 1. Welcome**
- 2. Approval of Minutes from the June 10th, 2020 Policy Committee Meeting**
- 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 a safety protocol, and requires all KACTS service contractors to adhere to certain safety standards.

Proposed Action: Approve the PTASP and appendices.

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

Staff Report

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.

KACTS MEMBERS

Berwick

Eliot

Kittery

South Berwick

York

Maine Turnpike  
Authority

MaineDOT

Southern Maine  
PDC

Public  
Transportation  
Providers

---

# 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

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;
- 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.

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

---

# KACTS

## Kittery Area Comprehensive Transportation System

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

---

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.

### KACTS MEMBERS

Proposed Action: For information only.

Berwick

**5. Municipal Project Updates**

Eliot

**6. Other Business**

Kittery

**7. Next Meeting Date and Agenda Items**

South Berwick

York

Maine Turnpike  
Authority

MaineDOT

Southern Maine  
PDC

Public  
Transportation  
Providers

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

**Policy Committee Meeting Minutes**  
**Wednesday, June 10, 2020 at 1:00 p.m.**  
**Zoom Meeting**

KACTS MEMBERS

Agenda

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); Dana Lee (Eliot), James Bellissimo (Berwick), Dean Lessard (York), Dave Rich (Kittery), Rebecca Grover (Maine Turnpike Authority), Bob Currie (York County Community Action)

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

**1. Welcome/Introductions**

Meeting called to order by Chair, Dylan Smith at 1:03 PM

**2. Approval of Minutes from the May 13, 2020 Policy Committee Meeting**

Dana Lee made a motion to approve the minutes as written. Seconded by Chris Mann. The motion passed 10-0-0.

**3. Project Candidate Presentations for KACTS Funding for CY2023 Allocation**

**Staff Report**

For CY 2023, 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 2023**.

This year we have received four requests:

1. **Berwick Saw Mill Hill Road and Route 9/School Street intersection improvements-** The Town of Berwick requests \$660,625 to fund construction of phase three of a multi-phased project. The PDR was funded by KACTS last year and is scheduled to be completed on 4/2021. The current budget request is based on an estimate provided on page 49 of the [Berwick Bike Ped Study](#). An updated project form for 2023 funding is included in your packet.

# 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

2. **Town of York-** The Town of York requests funding for the following projects in York Village:

- York Street from Hospital to Doctors (\$195,000)
- York Street from Williams to Fellows (\$250,000)
- York Street from Fellows to Moulton (\$420,000)

All projects were reviewed and scored last year by SMPDC staff and Maine DOT. All reviewers have revisited their reviews and not made any changes to last year's scores.

KACTS Scoring from CY22:

|                 | Berwick        | York 1 - York St from Hospital Dr to Doctors Lane | York 2 - York St from Williams Ave to Fellows Lane | York 3 - York St from Fellows Ln to Moulton Ln |
|-----------------|----------------|---|--|--|
| <b>Scorer 1</b> | 91             | 93  | 93   | 93   |
| <b>Scorer 2</b> | 75             | 70  | 65   | 65   |
| <b>Scorer 3</b> | 88             | 91  | 91   | 91   |
| <b>Average</b>  | 85             | 85  | 83   | 83   |
|                 |                |   |  |  |
|                 |                |   |  |  |
| <b>Rank</b>     | <b>Project</b> | <b>Avg. Score</b>                                 |  |  |
| 1               | Berwick        | 85  |  |  |
| 1               | York 1         | 85  |  |  |
| 3               | York 2         | 83  |  |  |
| 3               | York 3         | 83  |  |  |

Last year in our CY22 Allocation we funded the following projects:

- York- Route 1A - Doctors Lane to Williams Ave project **\$600,000**
- Berwick –Saw Mill Hill Road and Route 9/School Street PDR **\$95,000**
- KACTS holding WIN- **\$100,027**

**Proposed Action: Select projects for the CY 2023 KACTS Allocation.**

Steph gave an overview of the four projects presented, and clarified that all four of these were submitted last year, and that the three scorers did not elect to change their scores for any proposed projects.

James Bellissimo presented the Town of Berwick's application to redesign the intersection of Saw Mill Hill/School Street, and the bridge connecting from Berwick to Somersworth, New Hampshire.

---

**KACTS**  
**Kittery Area Comprehensive Transportation System**

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

---

KACTS MEMBERS

Berwick

The purpose of the project is to connect a proposed park in Downtown Berwick with amenities such as Town Hall and businesses in Berwick. This includes sidewalks to connect Berwick and Somersworth. The park is part of an MS4 project that will be completed in the next several years.

The current alignment is confusing, with drivers on Saw Mill Hill having a stop sign, and drivers coming from School Street not having a stop sign, although the intersection appears to be a three way stop. The proposed project cost is \$660,625, which is slightly different from last year's project, as an additional stop light is included in this year's project. The PDR for this project will be completed in April of 2021, according to the town and MaineDOT.

Eliot

Dylan asked about proposed developments in the area being required to make improvements, and James responded that developers will have to pay their fair share based on potential impacts.

Kittery

Dean Lessard asked if the project would require a Traffic Permit from MaineDOT. So the project would be reviewed by the state as well as the town. The Committee discussed traffic generation and how it could impact the design of the intersections and potential additional turn lanes that may be needed.

South Berwick

York

Steph asked about the developer of the Prime Tanning parcel and their plan to come before the town to present concepts. James responded the developer is planning to meet with the townspeople for smaller updates as the process continues.

Maine Turnpike  
Authority

MaineDOT

Dean gave an overview of the York Village Project and the several smaller projects that the town of York has submitted as part of that effort. The project is in an area that serves as a connector from the interstate and surrounding towns to all of York's beaches. The York Village monument and intersection will be squared and moved and pedestrian improvements incorporated.

Southern Maine  
PDC

The Town of York has completely funded the design and planning work, so the KACTS request is for construction. The voters of York have voted to match funds for phase 1 and phase 2 of the project.

Public  
Transportation  
Providers

Steph discussed project readiness and having projects up to certain phases as future updates to the KACTS project selection procedure, which was last updated in 2018. Last year's allocations were discussed.

The Committee discussed the Berwick Project and it's accuracy for cost estimate without having its PDR phase done, and James clarified that the town has voted for much of the match to be set aside in the town's budget. Berwick clarified that the town could also be content with applying for 2024 construction funding.

Dean clarified that the projects total more than the KACTS allocation, but that the town will match the remaining amount or cut from the project such that it is within the budget, if KACTS awards

funds to the project.

Dana made a motion to direct the full amount of the KACTS allocation to the three York projects as presented, in the amount of \$795,027, which includes a 10% local match, for construction funding for CY2023. Seconded by Bob Currie. Motion passes 10-0-0.

KACTS MEMBERS

**4. Municipal Project Updates**

Berwick

Dean Lessard gave an overview of the York Beach-Route 1 connector, which includes a signal.

Eliot

Dana updated the Committee on the Route 236 Study in Eliot, noting the study had its first Advisory Committee meeting.

Kittery

Rebecca Grover noted the York Toll Project is done, however MTA must test the lanes for several months, and the expected opening date would be in summer of 2021. Dana inquired about potential updates the towns could post on their website as to why the project appears complete, but is not open. Rebecca will send updates to Stephanie who will share with towns to post on their websites.

South Berwick

York

**5. Other Business**

Maine Turnpike  
Authority

Steph notified the committee that the CARES Act transit funds have been provided and allocated, and KACTS now has planning funds to work on COVID-19 related items, as well as a transit feasibility study in conjunction with the JLUS project (which will look at possible transit service between Sanford-Kittery as well as look at Park & Ride network). SMPDC expects to get JLUS funding by July, however Department Of Defense (who awards the JLUS grant) may require tweaks to the application before the work is approve and can get underway.

MaineDOT

Southern Maine  
PDC

Steph also updated the Committee that KACTS Staff have started coming into the office on a limited basis, and call-ahead appointments by town staff can be made if absolutely necessary.

Public

Transportation  
Providers

**6. Next Meeting Date and Agenda Items**

The Committee discussed potential UPWP updates in the late fall to early summer timeframe, so no future meeting was set. The meeting was adjourned at 2:00PM.