

# PACTS

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Portland Area Comprehensive Transportation System

**PACTS  
Transit Committee  
Meeting Notice  
Thursday, August 13, 2009, 9:30 a.m.  
Saco City Hall**

**Agenda**

- 1. Call to order**
- 2. Approval of Minutes from the last meeting (attached)**
- 3. Status Reports (attached) – 15 min.**
- 4. Review Timeline/Work Plan (attached) – 5 min.**
- 5. Section 5307 sub-committee – 10 min.**
- 6. PACTS Transit Study Implementation Status Reports – 45 min.**
  - a. Regional Map and Timetable –**
  - b. Regional Route Study**
  - c. Transit Planning in Comprehensive Planning Process**
  - d. Regional Pass System –**
  - e. Other – in order of priority**
- 7. Regional AVL Project (STP funds)**
- 8. Appoint new Vice Chair/ 2<sup>nd</sup> Policy Committee seat**
- 9. Information Sharing/Round Table Discussion/Check-In/What's Up**
- 10. Other Business**
- 11. Next Meeting Date and Agenda (September 3 after Joint Planning/Transit, at GPCOG)**
- 12. Adjourn**

Attachments: July 9 PTC minutes, Status Reports, Timeline/Work Plan, Transit Committee Roster

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**PACTS Transit Committee Minutes**  
**July 9<sup>th</sup>, 2009 -- 9:30 a.m.**  
**Greater Portland Council of Governments, 68 Marginal Way, Portland**

**Members Present:** Ed Clifford, ShuttleBus/ZOOM, Chair; Sara Behr, MaineDOT; Bill Bent, MTA; Catherine Debo, CBITD; Connie Garber, YCCAC; Tom Gorrill, Policy Committee Appt.; Tom Meyers, SPBS; Patricia Quinn, NNEPRA; David Redlefsen, METRO;

**Members Absent:** John Bubier, Biddeford; Sara Trafton, RTP.

**Staff and Guests:** Denise Beck, METRO; Bill Bent, HNTB, representing Maine Turnpike Authority; John Duncan, PACTS; Carl Eppich, PACTS; Art Handman; Steve Linnell, GPCOG; Sue McIntyre, GPCOG; Tom Reinauer, SMRPC; Rebecca Schaffner, GPCOG; Chris Small, MNGRR; Robert Wagner.

1. **Call to order.** Ed Clifford called the meeting to order at 9:35 a.m. Introductions were made.
2. **Approval of Minutes from the last meeting.**  
*Connie Garber made a motion for approval of the June 11<sup>th</sup>, 2009 minutes, seconded by Catherine Debo.*  
*Vote taken. All were in favor. Minutes were unanimously accepted.*
3. **Status Reports**  
John Duncan provided an overview of the status reports. *Among items noted:*
  - *Destination Tomorrow* sub-committee will meet in late July.
  - A Steering Committee as well as an Advisory Committee has been established for the *Gorham East-West Corridor Study*. There were 40 people at the Advisory Committee meeting.
  - There is a “transit strategic initiative” that has been organized to look at the Fixed Guideway Study.
  - Staff is looking at what can be done to move the MaineDOT’s Portland North Study along a little quicker. It is unknown at the moment what implications this might have for the Downeaster. There is a question of location and whether two systems should meet at two separate locations or whether they should meet at only one location.
  - The funding for the scope of Franklin Arterial – Phase 2 Study is in flux. It might get bigger.
  - MaineDOT hired HNTB to do a state passenger rail and freight study. They will create an advisory committee and hold public forums.
  - Local funds have been allocated in a small budget to allow for PACTS staff to move forward in some fashion with congressional issues and to meet with our congressional delegation.
  - PACTS has just received a copy of the BACTS/Melrose report and is in the process of reviewing it.
  - Greg Nadeau, former Deputy Commissioner of Policy, Planning and Communications at the MaineDOT has taken a position as Department Administrator for the Federal Highway Administration in Washington, D.C.
  - The RFP for the Veterans’ Bridge project should be finalized on July 25<sup>th</sup>. A meeting is scheduled to be held on July 22<sup>nd</sup> at Merrill’s Auditorium where there will be opportunity for public comment.
4. **Review Timeline/Work Plan**  
A review of the timeline/work plan was provided. Volunteers serving on the Section 5307 sub-committee include Sara Trafton, Ed Clifford, Dave Redlefsen. Tom Reinauer, Rebecca Schaffner and Steve Linnell will share staffing responsibilities. A meeting is being scheduled for August.
5. **Annual Accomplishments Memo**  
The Annual Accomplishments Memo will be forwarded on to the PACTS Policy Committee. Connie G. suggested that the memo include an introductory paragraph indicating the challenges that occurred during the past year as well as a listing of the challenges to come, such as the 18-month extension. Catherine D. referenced the regional map and timetable and said that she felt it important to say that this project is coming to completion and that it was a priority identified in the regional coordination study. Ed said he

would put together a draft letter and send copies of the letter to the group prior to forwarding on to the Policy Committee.

**6. Section 5307 sub-committee (Taken out of order)**

The first meeting of the sub-committee is scheduled for August. Catherine D. referenced a question that had been asked about two years ago pertaining to concerns expressed by transit providers over the basis for the funding formula in conjunction with their ability to prepare for purchases during current budget constraints.

Catherine pointed out that the formula included an aspect that assessed transit providers on what they were doing to proactively promote transit. Subsequently, the sub-committee met to identify a base and a means for allocating additional funding based on additional trips and miles. A major problem in doing it this way was that it was based on historical fact and that there was a sense that revenues would always grow but this time the revenues have fallen. A valid question for the next committee would now be, should we continue to base the formula on historical fact? Is this the way to go or should we start looking at something else such as passenger trips, etc? Should we rethink the basis of the formula? This question generated a long discussion about the historical background of the funding formula. It was pointed out that it is difficult to compare one transit industry with another since marine, rail and fixed bus routes, etc. all differ in some way from each other. "It is not like comparing apples to apples". Connie G. noted that everyone is spending their dollars for the greater benefit of the public and that the public good is defined in different ways for the different modes of transportation. Several suggestions were made in providing a new basis for the formula. Steve L. pointed out that when the last formula was done in 2007 the growth expectation may have been a little flawed. However, the reality of Section 5307 is that it continues to grow and presumably the monies will continue to grow at some rate. A plan had been laid out to incrementally move transit providers to a performance based formula. It has only been two years. Steve wondered if we should just stick with what we have and look at the long term. We do have a performance base as best we can right now. He added that we could tweak the assumption as to how the growth will be measured and that with the overall struggle we have come to a most sound conclusion on the formula. He also reminded the group that the committee had struggled with this issue and said he wondered whether this is the time to question the long term goal.

After further discussion, it was decided to put this item on September's agenda. Steve said he would welcome anyone else interested in serving on the sub committee.

**7. PACTS Transit Study Implementation Status Reports**

**a. *Regional Map and Timetable --***

Steve L. provided an overview of the last draft of the regional map and timetable. Ed pointed out that the printing distribution would take place three times a year: September, January and May. Further review of the map and timetable by the transit providers will continue following the meeting.

**b. *Regional Route Study* – Nothing new to report at this time.**

**c. *Transit Planning in Comprehensive Planning Process* –**

The Planning and Transit Committees continue to meet. The current schedule is as follows:

- September 3<sup>rd</sup> at 8:30 a.m. after the Transit meeting.
- December 10<sup>th</sup> at 10:30 a.m. before the Planning meeting.

**d. *Regional Pass System* –**

Steve L. provided an update on the regional fare card. The subcommittee meeting that was scheduled for June 5<sup>th</sup> was postponed and a new date will be scheduled. Steve noted that the group needs to formulate a proposal with some expected scenarios of the impact on those participating and to then take the proposal back to their respective boards for presentation. More work may need to be done to review what the implications might be. Catherine commented that CBITD would not be interested in putting their revenues in jeopardy unless they had some fail-safe method. She pointed out that discussions had taken place early on for the opportunity for a regional pass that would also allow for the promotion of the use of

ferry service on the back of the card, for instance, as a means for building ridership that could offset the potential of revenue loss. “It should be kept in mind”, she said. Catherine also referred to Section 5307 funds and noted that extra funding could be allocated as backup for passes to promote regional passes as well as for a distribution method. Connie G. commented on the Shoreline Explorer and spoke of her interest in the challenges of blending public transit with private transit. Staff will keep the group posted.

**9. Other Business** (Taken out of order)

- Nominations for a new Vice-Chair and a second seat on the Policy Committee will be on our next meeting’s agenda.
- Reference was made to the STP and AVL project and the use of those funds. No decision has been made yet.

This item will be listed as an agenda item at our next meeting.

**8. Information Sharing/Roundtable Discussion/Check-in/What’s Up** (Taken out of order)

On behalf of the group, Ed thanked Catherine for the great work she has been doing. A reception is planned tomorrow at CBITD in her honor. All are invited.

- a. Ed -- Rain has affected the trolley service. Ridership is down by about 40%. – Ed will be working with Tom Meyers for the implementation of the Route Design Study.
- b. Sarah -- Has been working on the Section 5307 funds and has also been reviewing JARC applications. Things are moving along. The purchase order for the buses has been sent out. Delivery could take up to a year.
- c. Patricia – Ridership was down about 13% but if you compare to last year when ridership was up by 37%, it is still an improvement from previous years.
  - o An aggressive \$100,000 marketing campaign is ongoing in North Station as well as the Back Bay Station with “Train to Maine” t-shirts.
  - o NNEPRA has a new website that is much easier to navigate and provides a tool to State partners and reservations can be made online. Questions/comments can be sent to: [Natalie@NNEPRA.com](mailto:Natalie@NNEPRA.com)
  - o NNEPRA has piloted a program with Gateway and Amtrak with grant monies to scan tickets. They eventually would like to provide a “print at home boarding pass” feature.
  - o Amtrak now has a “real time” feature which provides the exact time the train will arrive at the next station. Passengers may call 1-800-USA-RAIL. The next feature will be to purchase signs.
  - o Other upcoming items include maintenance projects and a lay-over facility at Thompson’s Point.
  - o The biggest project right now is an intercity passenger rail which would be funded with Recovery Act monies. \$8 billion has been made available on a competitive basis. NNEPRA will be submitting an application in each of the two categories. One includes the Brunswick project while the other includes a series of independent projects in the Portland to Boston rail corridor.
- d. Dave – Some ongoing projects in the Portland area will be affecting METRO’s schedule next week. – Revamping no. 4 bus and rethinking the Westbrook to Maine Mall route. – Have five of ten buses purchased from Delaware (three are in service and two in the near future). Hoping to have all ten buses in support of the cruise ship season in September and October.
- e. Steve – Participated in a northeast wide solicitation for Clean Cities with ARRA funds for alternative fueled vehicles, fueling and education. Have a decent chance of getting some funding. Becka Lambert will be starting in the middle of next month working for GPCOG doing some transit planning and work with sustainability and climate change.
- f. Robert – Has been working with Tom M. and the City of South Portland with the “Adopt-a-Stop” Program.
- g. Tom R. – Has been working with the Regional Map and Timetable; has been working with GoMaine with the southern end of the State and will be going after stimulus funds for a transportation plan in the greater Portsmouth area and, has also been marketing the VPSI vanpool options with some of the largest employers in that same area.
- h. Tom M. – Closing ridership out for June. -- Overall ridership is 10% higher than last year. —Transit

- hub in So. Portland is having their first meeting.
- i. Chris – Rain has been good for MNGRR. Ridership is up. – Will be getting in touch with Portland Trails about a safety issue that involves trail users crossing the railroad tracks. Signs will be posted.
  - j. Connie – Weather has affected their tourist services on the Shoreline Explorer. – YCCAC and RTP are still waiting to hear from MaineCare regarding major funding changes.
  - k. Bill—The Maine Turnpike Authority has recently conducted a two-phase effort in looking at the Park and Ride lots on weekdays and weekends. Results will be shared at upcoming meetings.
  - l. Catherine – Catherine has resigned as General Manager to CBITD effective December 31<sup>st</sup>, 2009. She will be working on special projects during the next six months. – Nicholas Mavadones will be acting as Interim General manager until a new general manager is appointed. In reference to the PUC project, the City of Portland has begun to collect data to send to the FTA. CBITD has also received a grant for implementing a fare collection program that is due to begin as early as January 1<sup>st</sup>. Handheld mechanisms will likely be used. Ridership has decreased by 4% to 5% as compared to last year.

#### **10. Next Meeting Date and Agenda**

The next meeting is scheduled for August 13<sup>th</sup>, 2009 at 9:30 a.m. at the Saco City Hall.

#### **11. Adjourn**

The meeting adjourned at 11:30 a.m.

### **Agenda Item #3**

#### **Status Reports**

- June 4<sup>th</sup> Joint meeting of Planning and Technical Committees
  - 12 members attended.
  - PACTS Regional Bicycle and Pedestrian Plan Update
  - Update on work of TIP Process Committee
- The *Destination Tomorrow* Update Subcommittee's July 30<sup>th</sup> meeting
  - Continued work on Mission and Vision Statements, and Guiding Policies.
- TIP Process Committee's Final Recommendations
  - Set asides and budgets
  - Languishing projects
  - Substitution and withdrawal
  - Multi-municipality proposals
  - Public-private proposals
  - Shorter TIP Policies and Procedures document
  - Three-Party Agreement
  - Match ratios and PACTS contribution cap policy
  - **Collector paving – See below:**

Beginning in 2010 the PACTS policy will be to preserve the region's existing 83 collector road miles that are in good shape. This leaves the remaining 121 miles – which need costly rehabilitation and/or reconstruction – as the responsibility of our municipalities.

In the Policy Committee packet we will also describe two concepts under discussion that could help make this proposed palatable:

1. To apply the value of the local funds spent doing rehabilitation and/or reconstruction on collector roads “in bad shape” as match for other future transportation projects in that municipality.
  2. To enlist MaineDOT help through the following bond strategy:
    - MaineDOT floats a bond to finance a series of specific road projects around the state (including some of our collectors “in bad shape”).
    - The beneficiary towns pay MaineDOT the principal cost for each project.
    - MaineDOT pays the interest.A benefit to the towns is that they do not have to go out to referendum because their expenses for these projects are part of their operating budgets.
- Earmarks and economic stimulus (ARRA) funds
    - We will get regional traffic signal coordination (annual earmark) \$800,000 plus match per Congresswoman Pingree.
    - We will get regional traffic signal coordination (ARRA) \$310,000 plus match via MaineDOT and PUC.
    - CBITD will get \$5.5 million in “ARRA ferry” discretionary funds.
    - MaineDOT will submit approximately 20 proposals for ARRA discretionary funds (\$1.5 B nationwide). The Federal Railroad Administration will decide *in September* regarding ARRA discretionary funding for Portland to Brunswick track upgrade.
  - John Duncan has met during the past two weeks with staff at the offices of Congresswoman Pingree, and Senators Snowe and Collins.
  - Update on Veterans Bridge design process
  - Turnpike is updating 10-year plan
  - VMT tax research in Portland region
  - The Gorham East-West Corridor Study:
    - Steering Committee has met four times. Meets monthly.
    - Advisory Committee has met twice.

## **BACTS report on urban transportation finance and jurisdictional responsibilities**

### Background

John Melrose has completed his report for BACTS on urban transportation finance and jurisdiction policy. John Duncan, Kathi Earley and Tex Haeuser attended two study meetings (one via phone).

Note that in June the Legislature directed MaineDOT to conduct a similar Highway System Simplification Study. The MaineDOT will work with stakeholders to examine Maine's current road classification system to determine if the division of maintenance and repair responsibilities over state and local roads needs to be "simplified" in order to improve customer service and investment decisions. The study group is also charged with determining the best construction standards for roadways across the state.

Here are the BACTS study recommendations:

1. Municipalities inside and outside of urban compact areas should receive the same rate of state URIP support for town ways. This would provide \$2 million in additional funds to urban compact communities assuming the reimbursement rate for town ways remains as is under current law.
2. Urban compact municipalities should receive the same rate of reimbursement for maintaining state highways as MaineDOT spends to maintain state highways. This change would provide \$13.3 million a year in additional funds to urban compact communities.
3. Perhaps as an alternative to Item 2 above, MaineDOT could do the "maintenance paving" of state roads in compact areas (\$4 million impact).
4. Eliminate the "hold harmless" provision in the URIP program. Staff can explain at meeting.
5. **Expand the Transit Bonus program beyond the existing cap.**
6. Compact communities should consider using the two laws passed in 2007 that help all municipalities with capital road projects – 23 MRSA Section 703-B and 23 MRSA Section 1821.
7. **Explore local option taxes for transportation.**
8. MaineDOT share its revenues in general based on vehicle miles of travel. Compact communities would benefit because of the relatively higher density of travel on their State and State Aid highways.
9. Seven more ideas:
  - Realign MPO jurisdictional boundaries in order to clarify responsibilities for highway maintenance and regional planning.
  - **Use the new transit TIF law.**

- Give MPO's the responsibility to prepare an area traffic movement permit plan which would serve as a guide for issuing traffic movement permits that may require funding of the needed investments.
- Do a pilot regional transportation authority that performs all maintenance and operations duties otherwise performed in the area by MaineDOT (except for interstates and bridge maintenance).
- Standardize municipal transportation expense data for policy development purpose.
- **Establish regional taxi licensing systems.**
- A BACTS/EMDC collaboration idea.

## Agenda Item #4

### Draft Timeline/Work Plan for the PACTS Transit Committee

<p><b>DRAFT</b> 10/28/2009</p>
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#### Fiscal Year 2009:

<i>July 2008</i>	Review criteria for submitting proposals for 2010/2011 STP Capital
<i>August</i>	
<i>September</i>	
<i>October</i>	↓ Review and Approve Allocation Formula for 5307 and STIC
<i>November</i>	<a href="#">Regional Transit Study; Annual Report</a> Provider information (ridership, miles, etc.) due
<i>December</i>	
<b><i>January 2009</i></b>	FTA Budget announced (tentative) Public Comment/TIP Amendment Operators submit requests for planning functions and funding for UPWP
<i>February</i>	Draft Unified Planning Work Program (UPWP) submitted and first review
<i>March</i>	Review UPWP
<i>April</i>	Complete recommendations to Policy Committee re: UPWP
<i>May</i>	
<i>June 2009</i>	Annual evaluation of Committee (year 5)

#### Fiscal Year 2010:

<i>July 2009</i>	Sub-Committee on 5307 Formula funding allocation
<i>August</i>	Provide input to PACTS Process Review
<i>September</i>	Participate in PACTS TIP Process Review, <i>including JARC</i>
<i>October</i>	Approve Allocation Formula for 5307 and STIC
<i>November</i>	<a href="#">Public comment period for Section 5303 and 5307 funds, '10/'11 (pending release of Federal Register notice)</a> Develop Study Proposals for 5303 and 5307 Planning funds Provider information (ridership, miles, etc.) due
<i>December</i>	
<i>January 2010</i>	Submit recommendation to Policy Committee for FTA Section 5307 funds

February	<i>Submit STP proposals to staff for ratings</i> Public Comment Period... Update TIP
March	FTA Budget announced
April	Appoint Nominating Committee for new Officers Adopt STP proposals for submission to Policy Committee
<b>May</b>	
<i>June</i>	Annual evaluation of Committee (year 6) Elect New Committee Officers

Other tasks:

- Execute the Implementation Schedule for the ***Regional Transit Coordination Study***.
- Provide assistance and coordination for implementing ***Destination Tomorrow*** and associated studies and plans
- Determine level of involvement of the Committee wishes to have in ongoing studies such as:
  - Peninsula Transit Study
  - Passenger Rail to Brunswick
  - Transit Oriented Zoning
  - Maine Narrow Gauge RR Extension Study
  - Other future studies
- Begin orientation of what it will mean to be a part of a Transportation Management Area
- Respond to Policy Committee requests for action, information or recommendations as needed

Glossary of Terms

AVL	Automatic Vehicle Location
BOP	Biennial Operations Plan (MDOT)
BTIP	Biennial Transportation Improvement Program (MDOT)
CMAQ	Congestion Mitigation Air Quality Program (Federal Funds)
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
ISTEA	Intermodal Surface Transportation Efficiency Act
ITS	Intelligent Transportation Systems
JARC	Job Access & Reverse Commute
MDOT	Maine Department of Transportation
MPO	Metropolitan Planning Organization (PACTS, KACTS, ATRC, BACTS)
NNEPRA	Northern New England Passenger Rail Authority (Downeaster, contracts with Amtrak)
OPT	Office of Passenger Transportation (MDOT)
PACTS	Portland Area Comprehensive Transportation System (Portland Area MPO)
SAFETEA-LU	Safe, Affordable, Flexible, Efficient, Transportation Act –Legacy for Users
STIC	Small Transit Intensive Cities
STIP	Statewide Transportation Improvement Program
STPA	Sensible Transportation Policy Act
STP	Surface Transportation Program (Federal Funds)
TE	Transportation Enhancement Program (Federal Funds)
TEA-21	Transportation Equity Act for the 21 <sup>st</sup> Century
TIP	Transportation Improvement Program (PACTS)
UPWP	Unified Planning Work Program
5303	FTA Planning Program
5307	FTA Urbanized Assistance

**Agenda Item # 5**  
**Section 5307 sub-committee**

The first meeting is scheduled for 1:00 PM, Monday, August 17. Principal members are Ed, Dave and Sara T.

**Agenda Item #6 a.**  
**Regional Map and Timetable**

Final revisions have been completed. Final proof sheets will be available at the meeting. Staff is in the process of seeking bids from printers.

**Agenda Item #6 b.**  
**Regional Route Study**

The Portland Peninsula Transit Study has been unanimously endorsed by the Portland City Council.

**Agenda Item #6 c.**  
**Transit Planning in Comprehensive Planning Process**

Planning and Transit Committees continue to meet.

Current schedule is to meet:

- On September 3<sup>rd</sup> at 9:30 after Planning and before Transit
- On December 3<sup>rd</sup> at 10:30 after the Planning meeting

**Agenda Item #6 d.**  
**Regional Fare Card**

The subcommittee met on July 7<sup>th</sup>. It became apparent that we need to take a new approach. As noted in the minutes, “the group needs to formulate a proposal with some expected scenarios of the impact on those participating and to then take the proposal back to their respective boards for presentation.”

**Agenda Item #7.**  
**Regional AVL Project**

**Agenda Item #8.**  
**Appoint new Vice Chair/2<sup>nd</sup> Policy Committee seat**

## PACTS Transit Committee Roster

Updated on 8/5/09

<b>Members</b>	<b>Affiliation</b>	<b>Phone</b>	<b>Email</b>
Sara Behr	MaineDOT	624-3255	<a href="mailto:sara.behr@maine.gov">sara.behr@maine.gov</a>
John Bubier	City of Biddeford	284-9313	<a href="mailto:jbubier@biddefordmaine.org">jbubier@biddefordmaine.org</a>
Ed Clifford - Chair	ShuttleBus/ZOOM	282-5408	<a href="mailto:director@shuttlebus-zoom.com">director@shuttlebus-zoom.com</a>
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Anna Price	FHWA	207-622-8350 x10	<a href="mailto:Anna.Price@fhwa.dot.gov">Anna.Price@fhwa.dot.gov</a>
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