

PACTS

Portland Area Comprehensive Transportation System

**PACTS
Transit Committee
Meeting Notice
Thursday, April 9, 2009, 9:30 a.m.
Saco Train Station**

Agenda

- 1. Call to order**
- 2. Approval of Minutes from the last meeting (attached)**
- 3. Status Reports (attached) – 30 min.**
- 4. Review Timeline/Work Plan (attached) – 5 min.**
- 5. Unified Planning Work Program (UPWP) – 30 min.**
- 6. PACTS Transit Study Implementation Status Reports – 30 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. Information Sharing/Round Table Discussion/Check-In/What's Up**
- 8. Other Business**
- 9. Next Meeting Date and Agenda (May 14th @ 9:30 a.m., at GPCOG)**
- 10. Adjourn**

Attachments: March 12 PTC minutes, Status Reports, Timeline/Work Plan

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PACTS Transit Committee Minutes
March 12, 2009 Meeting
9:45 a.m. at GPCOG

Members Present: Ed Clifford, ShuttleBus/ZOOM, Chair; Sara Behr, MaineDOT; Catherine Debo, CBITD; Marina Douglas (for Patricia Quinn), NNEPRA; Tom Gorrill, Policy Com. Appt.; Alex Jaegerman, Planning Com. Appt.; Tom Meyers, SPBS; David Redlefsen, METRO; Sara Trafton, RTP

Members Absent: John Bubier, Biddeford; Sara Devlin, MTA

Staff and Guests: Maddy Adams; GPCOG; Susan Davis, MNGRR; John Duncan, PACTS; Carl Eppich, PACTS; Matti Gurney, GPCOG; Art Handman; Steve Linnell, GPCOG; Tom Reinauer, SMRPC; Chris Small, MNGRR; Robert Wagner

1. **Call to Order.** Ed Clifford called the meeting to order at 9:45 a.m.

 3. **Approval of Minutes of February 12th meeting.** Peggy Kilmer was incorrectly listed as the Planning Committee Rep.; Alex Jaegerman is the actual Planning Committee rep to the Transit Committee and he was not in attendance at the last meeting but his name wasn't listed under Members Absent. With that correction, *David Redlefsen made a motion to approve the minutes, seconded by Catherine. All were in favor.*

 4. **Status Reports.**

Ed reported that the Executive Committee recommended that a brief review of the bus procurement process be given to the Policy Committee. Transit Committee members felt that the process was moving ahead and it is important to reduce the anxiety. There is a downside to creating furor while we are engaged in a cooperative effort. Greg Nadeau has made a commitment to work on this issue. If someone has an issue, they should talk to the transit providers. They have all gone to the table to work out the issue.

An advertisement for stimulus projects was in the paper today. There is a 30-day public comment period. Sara B. noted that it has to go through the TIP, STIP and TEAM and then it has to be in the STIP.

Status of studies. Most of the items listed under "finish by June" are done. We hope to have the Regional Ride Guide done by June.

 5. **Timeline/Work Plan.** No changes.

 6. **Unified Planning Work Program (UPWP).** Steve reported that after a staff discussion, they have taken the Sign and Bus Shelter Study and put it into 5303 funding. There are \$650,000 worth of projects with only \$135,000 in funding available. John D. explained that these studies would get scored by staff and presented to the Planning Committee in April. This is just for the PL planning funds. The process for the 5303 portion of the UPWP will be seen by the Transit Committee later. METRO is discussing the idea of conducting a passenger response survey. Steve thought it might be a good idea to do a regional survey. It would go under 5303 funding so that it wouldn't compete with these projects. CBITD did an extensive survey a couple of years ago and they got a good report from that. The other providers haven't done a survey in about six years. It was the consensus of the group to add a regional passenger survey to the list.
- There is a continuing resolution regarding 5303 funding; MaineDOT is hopeful that the remainder of the funding will be released soon. In 2008, \$211,000 was available. Catherine recommended that the sign and shelter project be the #1 priority; ITS implementation should also be on the list. Catherine asked about STP funds for CBITD fare media. Sara responded that a TIP amendment is needed. Funds were moved from one year to an earlier year. Sara will be meeting with staff this afternoon regarding a TIP amendment. The Committee discussed AVL and how much is out there and what the most efficient technology would be for the providers.

There was a lot of discussion about whether or not a vote should be taken on these projects and how the voting should occur. After much deliberation, committee members were each given three votes that they could apply to the projects listed on the board. The committee unanimously agreed that the **sign and shelter project** should be the number 1 priority, followed by:

- ITS (12 votes)
- Congress Street Bus Study (7 votes)
- Multi-modal transit hub (6 votes)
- Regional Passenger Survey (2 votes)
- Fixed Guideway Study (0 votes)

Catherine Debo made a motion to approve the above priorities from the vote. The motion was seconded by Connie Garber and all were in favor.

There was some discussion about TIDS and what to do with it. There is \$50,000-60,000 available for system integration. This will be discussed further.

7. PACTS Transit Study Implementation Status Report.

6a. Regional Map and Timetable. Staff recommended the hiring of two firms: Nelson/Nygaard Consulting Associates Inc. to create the Regional Map and Timetable; and NextInsight to create the Google Transit feed specification requirements for public posting. Matti explained further what NextInsight would provide. It's possible that Google Transit could replace TIDS. If Google Transit cannot support the screens that are in place, then we will need to figure out what to do about that.

In response to questions about TIDS, Tom M. explained that TIDS 1 was the web site www.transportme.org and TIDS 2 is the screens that have been put up throughout the city at hotels, the transportation center, the Mall, etc. which displays static data of the bus schedules. It is based on a paper schedule. The cost of NextInsight is \$4,000 a year. Google Transit is a trip planning tool; it is like Google maps. It will not show you transit schedules. *Tom M. made a motion to approve the staff recommendations on the Regional Map and Timetable project. Alex seconded the motion and all were in favor.* A presentation will be scheduled with the Transit Committee but the scheduling and actual work will be done in conjunction with the transit providers. Staff will pull together the transit operators separately to work with the consultant.

6b. Regional Route Study. Nothing to report at this time.

6c. Transit Planning in Comprehensive Planning Process. The Transit and Planning Committees met jointly this morning.

6d. Regional Pass System. Staff is continuing to work on this. An e-mail will be sent around regarding the date of the next meeting.

8. Representative for PACTS Long Range Plan Update Subcommittee. Sara Trafton volunteered to be the Transit rep. on this subcommittee.

9. Information Sharing.

- Catherine – fare changes will go into effect May 1st. Another public hearing is coming up.
- Sara Trafton will start as Executive Director at RTP on Monday.
- Robert Wagner – putting together a group of people to clear the snow at frequently used bus stops starting next winter.
- Tom M. – citywide layoffs in South Portland; not expecting any changes to service. We are all just trying to keep our heads above water. April 1st is Transportation Day.
- Marina – The Governor did not put operating funds into the next budget. Eighty percent of operating is from CMAQ. Those funds stop on September 30th of this year. They are trying to get their CMAQ eligibility extended. The Downeaster is #2 in the country for ridership.
- Steve – Clean Cities Stimulus money is available; working with Vermont and New Hampshire on a tri-state proposal.

- Susan – Recommended everyone read the book *Train Time* by John Stilgoe. There will be a celebration on May 15th for the newly restored coach in Rockport, Maine to celebrate the founders and volunteers. MNGRR has a new Polar Express Partner – the Children’s Museum and Theatre of Maine.
- Art – Tri-town community transportation plan is having an envisioning session on the 28th from 9:00-12:30 at the Saco Train Station.
- Connie – YCCAC is having a huge issue with MaineCare and new federal rules. They are working with DHHS to see what options are available. They would have to become a broker or a provider. MaineCare is about 75% of their budget.
- Chris distributed a handout on the rail elements of the stimulus bill.
- Sara – Omnibus Bill is being signed today.
- Ed – ZOOM fares were increased and ridership is still up.

10. **Other Business.** None

11. **Next Meeting Date and Agenda.** The next meeting will be held on April 9th at the Saco Train Station. In order to allow committee members to take the Downeaster to the meeting, the meeting will begin at 8:30. (Due to a schedule conflict, the meeting will begin at 9:30 as usual.)

11. **Adjourn.** The meeting adjourned at 11:45 a.m.

Agenda Item #3 **Status Reports**

PACTS Committee Updates:

1. PACTS outreach/visibility work in March:

- We held our fourth “**sandwich symposium**” on the recommendations in the Portland Peninsula Transit Study.
- **News release** on unmet need for collector road funding. Copied the Cumberland County Delegation and others.
- Spoke to Legislature’s **Appropriations Committee** in support of Governor’s bond proposal.
- Spoke with **Cumberland County Delegation** regarding the federal economic stimulus package.
- Wrote to Legislature’s **Transportation Committee** in opposition to LD 661 because it would likely cause a significant increase in Turnpike tolls in our region.
- Created a **PACTS blog** website.

2. Draft agenda for **May 21st Policy Committee** meeting:

- Adopt UPWP for next two years.
- Final action on our High Priority Projects list (maybe).
- Elect new committee officers.
- Do annual performance evaluation of PACTS Director.

3. East-West Corridor Study

- Steering Committee Members: MaineDOT, Turnpike, Gorham, South Portland, Westbrook, Scarborough and PACTS
 - Advisory Committee Members: PACTS, GPCOG, Portland, Buxton, Standish, Hollis and numerous economic development, multi-modal, environmental, land use and other stakeholders.
 - John Duncan will serve as the Chair of the Advisory Committee.
4. The Wilbur Smith Associates office in Portland will close this spring. They have done a lot of great work for us over the years.
 5. The Technical and Planning Committees will hold their first-ever joint meeting in April.
 6. A **Destination Tomorrow Update** steering committee has been formed. It will include members from all our standing committee. They meet for the first time tomorrow.

Recent Committee Meetings

- Policy Committee (30 people in attendance)
 - Endorsed continuation of Executive Committee
 - Long discussion of collector road funding needs. Asked staff to develop an executive summary.
 - Opposed staff proposal to do exception to funding policy
 - Endorsed FTA funds for transit operators
 - Accepted bus procurement report
 - Amended existing planning budget per staff proposal
 - Heard presentation on development of next biennial planning budget
- Executive Committee
 - Finalized Policy agenda.
 - Had monthly inter-committees discussion.
 - Discussed the committee's first nine months.
 - Endorsed a Portland TIP project "substitution" request, and an FTA project funding change request from MaineDOT.
 - Discussed staff's proposal to reprogram funds.
 - Discussed development of next UPWP.
- TIP Process Committee
 - Began assessment of ways to reduce the collector road miles under the purview of PACTS. Asked Tech members for input.
 - Began discussion of ways to increase the strength of regionalism in our project priority setting process.

- Technical Committee did not meet in March.
- Planning Committee
 - Heard Bruce Hyman presentation on the GrowSmart Maine Model
Town work underway in Standish.
 - Began work on Destination Tomorrow Update.
 - Discussed aerial photo flight
 - Update on Transit-T.O.D. website effort.
 - *Held third joint meeting with Transit Committee.*

Agenda Item #4

Draft Timeline/Work Plan for the PACTS Transit Committee

DRAFT
5/13/2009

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>	Regional Transit Study; Annual Report Provider information (ridership, miles, etc.) due
<i>December</i>	
<i>January 2009</i>	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>	
<i>August</i>	<i>Provide input to PACTS Process Review</i>
<i>September</i>	<i>Participate in PACTS TIP Process Review, including JARC</i>
<i>October</i>	Approve Allocation Formula for 5307 and STIC
<i>November</i>	Public comment period for Section 5303 and 5307 funds, '10/'11 (pending release of Federal Register notice) 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
<i>February</i>	<i>Submit STP proposals to staff for ratings</i> Public Comment Period...

March	Update TIP FTA Budget announced
April	Appoint Nominating Committee for new Officers Adopt STP proposals for submission to Policy Committee
May	
June	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 Study (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 st Century
TIP	Transportation Improvement Program (PACTS)
UPWP	Unified Planning Work Program
5303	FTA Planning Program
5307	FTA Urbanized Assistance

Agenda Item # 5
Unified Planning Work Program, 2010/2011

At the last meeting the Committee indicated their preferences for the PL funded proposals as reflected in the minutes and asked staff to draft study descriptions for a Regional Passenger Survey and a Regional ITS/AVL “Systems Integration” Study. These and an outline of the transit portion of the UPWP will be available at the meeting. The Regional Bus Sign and Shelter study was put under 5303 funding.

In the mean time PACTS and GPCOG staff ranked the PL projects and held a meeting with Portland and South Portland planning staff to formulate a recommendation. The table below will be in the Executive Committee packet for their meeting on April 7.

<u>PACTS/GPCOG Staff Recommendation for</u>								
<u>FHWA-Funded Studies at PACTS July 2009 to June 2011</u>								
<u>April 2nd revised draft</u>								
<u>Proposer</u>	<u>Request</u>	<u>Function/Study</u>	<u>Staff Proposal</u>	<u>Staff Rank</u>	<u>Staff Score</u>	<u>Local Rank</u>	<u>Transit Comm.</u>	<u>MDOT</u>
Portland	\$100,000	Forest Avenue land use	\$100,000	1	29	2		Good
Portland	\$100,000	Franklin Street feasibility	Use PE \$\$	2	27	4		Good
MaineDOT recommends not using PE \$\$.								
Portland	\$50,000	Congress St bus priority	Use FTA \$	2	27	1	High	Good
S. Port	\$65,000	Fixed Guideway	\$30,000	4	26		Low	Low
CBITD	\$50,000	Multi-modal transit hub	\$25,000	5	25		Medium	Good
We propose that the study begin in 2010 after completion of the MaineDOT's Small Starts study.								
Yarmouth	\$45,000	Route 1 Phase III	\$40,000	6	20			
Windham	\$50,000	Comp transportation study	\$40,000	7	18	1		Good
Portland	\$20,000	TDM ordinance implement		7	18	3		
Scarboro	\$40,000	Oak Hill pedestrian plan		7	18			Local
Windham	\$25,000	Alternative funding study		10	16	2		
Windham	\$53,600	Parallel service road III	_____	11	13	3		Local
Total *			\$235,000					
* There is \$284,000 available in the draft PACTS budget.								

Agenda Item #6 a.
Regional Map and Timetable

Jason Schrieber of Nelson\Nygaard will provide a memo for today's meeting to give a brief overview of the project. Staff recommends establishing the sub-committee that will work on the map and schedule and propose some dates for a kick-off meeting with the consultant. Both N\N and Next Insight (performing the Google Transit work) have received contracts and GPCOG has begun providing them with data.

Agenda Item #6 b.
Regional Route Study

As was reported last month the Portland Transportation Committee continues its review of the document with City Planning staff and will offer recommendations to the City Council on a revised action plan.

Though the Regional Route Study should be substantially completed in the first year of the biennium, it should take into account the new transit related studies in the 10/11 UPWP as they progress.

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

Joint meeting was held last month, prior to the Transit Committee meeting.

Current schedule is to meet:

- On March 12th at 8:30 before the Transit meeting
- ~~On June 4th at 10:30 after the Planning meeting~~
- On July 9th at 8:30 before the Transit meeting (due to conflict with CTAA EXPO)
- On September 10th at 8:30 before the Transit meeting
- On December 3rd at 10:30 after the Planning meeting

Agenda Item #6 d.
Regional Fare Card Meeting

It would be a good idea to set a next meeting date and time today.

Agenda Item #7
Long Range Plan 2010 – Updating *Destination Tomorrow*

The sub-committee held its first meeting on March 27. The reviewed the 2006 Plan and discussed the requirements and scope of the update.

The majority of the remainder of the meeting consisted of a group discussion and agreement on the following scope components:

- Consolidate policies
- Remove outdated/irrelevant material
- Review traffic/transportation data to ensure usefulness
- Fit w/STPA update
- Explore transit and Alternate Modes and potential to add more depth
- Look for fundamental social-economic shifts in trends:
 - Energy
 - Gas Prices
 - Environment
 - Peak oil – housing crisis
- Bolster economic development link and also innovative fund approaches
 - TOD activity – transit oriented growth strategy?
 - “Preview” changes in transportation behavior
- Current Federal Policy
 - New Administration
- Current State Policy
- Involve transportation stakeholders (*including developers)
 - Transportation “activists”
- Adapting to climate change (*transportation activists)
- **Land Use – Transportation**
- To develop a Sustainable Transportation Plan
 - Answer the question: Since the 2006 plan, what has happened to bring a need to update plan?”
 - Social, Economics, Environmental, Shifts
 - **Mike L.:** Create plan for funding priority (what’s sustainable?)
- **Value Capture of Transit**
 - Multi-modal
 - Attracting new business – drive business econ dev growth
 -
- **Data collection**
 - (a) Transit “behavior modification?”
 - (b) Maine – Regional – National
 - Tourism in Maine? (Up & down?)
 - Highway Trust Fund implications
 - Transportation activists demanding CSS
- Committee could/(should?) recommend:

 - “Big ticket projects”
 - CSS
 - Complete streets

1. Schedule of Meetings and Work Plan for Consideration

Next meetings:

May 1st from 9-11AM at PACTS.
 May 28th at 8:30AM @ RTP (127 St. John Street in Portland)

PACTS Transit Committee Roster

Updated on 4/2/09

Members	Affiliation	Phone	Email
Sara Behr	MaineDOT	624-3255	sara.behr@maine.gov
John Bubier	City of Biddeford	284-9313	jbubier@biddefordmaine.org
Ed Clifford - Chair	ShuttleBus/ZOOM	282-5408	director@shuttlebus-zoom.com
Catherine Debo - Vice-Chair	CBITD	774-7871 x103	cdebo@cascobaylines.com
Connie Garber	YCCAC	324-5762 x 2930	cgarber@yccac.org
Tom Gorrill	Gorrill-Palmer	657-6910	tgorrill@gorrillpalmer.com
Sara Devlin	MTA	871-7771 x111	sdevlin@maineturnpike.com
Alex Jaegerman	City of Portland	874-8724	AQJ@portlandmaine.gov
Tom Meyers	SPBS	767-5556	tmeyers@southportland.org
Patricia Quinn	NNEPRA	780-1000 x105	patricia@nnepra.com
David Redlefsen	METRO	774-0351 x17	dredlef@gpmetrobus.com
Sara Trafton	RTP/Maine Transit Assoc.	774-2666 ext.112	trafton@rtprides.org
Private Optr Seat	See below		
Staff			
Maddy Adams	GPCOG	774-9891	madams@gpcog.org
Steven Linnell	GPCOG	774-9891	slinnell@gpcog.org
Tom Reinauer	SMRPC	324-2952	treinauer@smrpc.org
Matti Gurney	GPCOG	774-9891	mgurney@gpcog.org
Carl Eppich	PACTS	774-9891	ceppich@gpcog.org
<u>Others and Alternates</u>			
Chuck Baker	RTP	224-2666 x16	chuckb@rtprides.org
Jack Debaradinis	RTP	774-2666 x 13	jackd@rtprides.org
Kevin Donoghue	Portland City Councilor		kjdonoghue@yahoo.com
Barbara Donovan	MaineDOT	624-3245	barbara.donovan@maine.gov
Marina Douglas	NNEPRA	780-1000 x 107	Marina@nnepra.com
John Duncan	PACTS	774-9891	jduncan@gpcog.org
Art Handman	KMJ Consulting, Inc.	332-8300	ahandman@kmjinc.com
Judy Harris	City of Portland	874-8608	jh@portlandmaine.gov
Judi Molloy	FTA	(617) 494-3488	judi.molloy@fta.dot.gov
Anna Price	FHWA	207-622-8350 x10	Anna.Price@fhwa.dot.gov
Robert Wagner	Portland bus rider		robertwagner@alum.mit.edu
Conrad Welzel	MTA	871-7771 x126	cwelzel@maineturnpike.com
<u>Private Operators</u>			
Don Cormier	Bay Ferries "The CAT"	(902) 626-2543	dcormier@nfl-bay.com
Mike Cyr	Cyr Bus Lines	799-8527	mike@cyrbustours.com
Susan Davis	Maine Narrow Gauge RR	828-0814	director@mngrr.org
Steve Klein	Mermaid Transportation	885-5630	gomermaid@aol.com
Dana Knapp	Concord Trailways	828-3939 x303	yconcord@maine.rr.com
Greg Isherwood	Custom Coach & Limousine	797-9100	gisherwood@customcoachandlimo.com
Allen Malony	Chebeague Transportation	846-9613	ctc@chebeague.net
Ray Penfold	VIP Tour & Charter Company	772-4457	rpenfold@maine.rr.com
Kenneth Wyman	Vermont Transit	782-0311	