

# PACTS

Portland Area Comprehensive Transportation System

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**PACTS  
Transit Committee  
Meeting Notice  
Thursday, July 9, 2009, 9:30 a.m.  
Greater Portland Council of Governments**

**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. Annual Accomplishments memo – 15 min.**
- 6. Section 5307 sub-committee – 10 min.**
- 7. 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**
- 8. Information Sharing/Round Table Discussion/Check-In/What's Up**
- 9. Other Business**
- 10. Next Meeting Date and Agenda (August 13 @ 9:30 a.m., at Saco City Hall)**
- 11. Adjourn**

Attachments: June 11 PTC minutes, Status Reports, Timeline/Work Plan, Annual Accomplishments draft Memo, Transit Committee Roster

**PACTS Transit Committee Minutes**  
**June 11, 2009**  
**10:00 a.m. at GPCOG**

**Members Present:** Ed Clifford, ShuttleBus/ZOOM, Chair; Catherine Debo, CBITD; Sara Devlin, MTA; Connie Garber, YCCAC; Alex Jaegerman, Planning Com. Appt.; Mike Laberge (for Sara Behr), MaineDOT; Tom Meyers, SPBS; Patricia Quinn, NNEPRA; David Redlefsen, METRO; Tom Reinauer, SMRPC; Sara Trafton, RTP

**Members Absent:** John Bubier, Biddeford; Tom Gorrill, Pol Com. Appt.

**Staff and Guests:** Maddy Adams, GPCOG; Susan Davis, MNGRR; Tony Donovan; John Duncan, PACTS; Carl Eppich, PACTS; Art Handman; Carey Kish, GoMaine; Steve Linnell, GPCOG; Rebecca Schaffner, GPCOG; Jason Schreiber, Consultant; Robert Wagner, Portland Transit Advocate

1. **Call to order.** Ed Clifford called the meeting to order at 10:10 a.m.
2. **Approval of Minutes from the last meeting.**  
On page four under Information Sharing, Ed Clifford clarified that ridership was up 15% on the ZOOM. *Tom Meyers made a motion to approve the minutes with the above-noted amendment. David Redlefsen seconded the motion and all were in favor.*
3. **Status Reports.**  
John Duncan spoke with Congresswoman Pingree's office about the transit capital improvements project and was told that if we were successful in getting the money that it would go to MaineDOT. The decision on what the purpose of the money would be would be made by PACTS and MaineDOT. She is seeking \$8 million with a \$2 million match. Catherine said she'd like to see a list of what got funded with stimulus funds and what didn't; John Duncan will provide such a list. MaineDOT is developing a list of candidates to submit to Congress for discretionary money.  
  
The PACTS Annual Meeting is scheduled for June 22<sup>nd</sup> at noon; so far 87 people have signed up. Tom M. asked for an update on who's doing what on the various projects.
4. **Timeline.** The annual evaluation will be ready next month. We will share the evaluation report with the Policy Committee.
5. **Urbanized Formula (5307) Funding Allocation.** A subcommittee of transit providers should be formed. Staff should pull together information about current funding levels, passenger trips, etc. The Subcommittee should probably meet in the summer. For next year this process needs to be in better order. The public comment period held us back this year and we had to wait for the federal allocation.
6. **Unified Planning Work Program, 2010/2011.** Descriptions of the projects were included in the meeting packet.
7. **PACTS Transit Study Implementation Status Reports.**
  - 7a. **Regional Map and Timetable.** Jason Schreiber wanted one last check in to agree on final details of the map and he provided three mock-ups. He also displayed a possible cover. He will also be needing some technical information. The route map would be on one side of the map with the schedules on the other side. Schedules for the various providers would be color coded and would be shown at the transit hubs. More landmarks will be included on the maps than is being shown on the mock-ups. It was requested that both ends of the peninsula be shown on the map (perhaps rotate the peninsula on the map). It was suggested that the black dots (denoting METRO stops) be removed. Jason is shooting for a July 1 target date for completion with the printing being done in August. The cover should include the month and year on which the guide was printed and should include the words "schedule subject to change." Providers need to send data to Jason along with logos in an electronic EPS file. If anyone has any comments, please get them to

Jason ASAP. He will distribute a pdf copy to everyone tomorrow or Monday with the preferred layout – the layout of the white version but with a gray background instead. It was suggested that a reference to YCCAC and RTP be included with a phone number and a web link. Bike friendly buses should also be noted. There will be a fare box on the guide as well.

Regarding the cover, it was suggested that graphics rather than an image be used. Perhaps say something about going green or saving green – “Go Green – Use Transit” or “Save some green – use transit.” The top third of the cover should be eye catching as that is the part that will show when it’s on display.

7b. Regional Route Study. Nothing to report. Perhaps the Regional Route Study could be combined with the fixed guideway study.

7c. Transit Planning in Comprehensive Planning process. The Joint Planning/Transit group just met.

7d. Regional Fare Card. A meeting will be scheduled.

8. **STP Funds**. There are a number of STP projects that are capital funding projects. A number of them are earmarked for AVL types of work. The Committee has said that they will pool those resources and had talked about revisiting what is needed. Sara B. was looking at the actual funding; she looked back at old Policy Committee minutes. Carl stated that the 70/30 ratio was correct but the years changed. The ferry and a SPBS project were deferred and those funds were committed to other PACTS projects. What needs to be resolved is what has actually happened with the AVL project; essentially everyone is on hold. Tom M. clarified that what we decided was that all of the projects would be lumped together into a regional project. We need to make sure that Sara B. has the documentation about where all the money has gone or is.

9. **Information Sharing**.

- a. Ed – trolleys will be starting up in OOB. Railvolution – a charette planning session – will be happening in Saco.
- b. Susan – lots of vandalism at the railroad. A Maine Community Foundation grant was written to try to cover the costs of the vandalism. They are looking for better security lighting. They received \$5000 towards a \$50,000 train(car) restoration.
- c. Catherine- The Feds came in to discuss the garage. There are federal requirements attached. A decision will be made regarding revenues, etc. They have applied for funding for a ferry but haven’t heard anything.
- d. Patricia – Ridership is up 20% over two years ago. They are working on a “Train to Maine” from Boston campaign. They have a Downeaster map which lists other providers. Working on marketing events including t-shirts and literature – it is a \$100,000 campaign. Seniors can ride for half off each day and people with Medicaid or a disability card can ride for half off. They have pulled the plug on the scanning of tickets. Amtrak has finished the AVL project. Still no answer on operating funding; there is no money in the budget at this time. Waiting for reauthorization. Still moving forward to expand the train to Brunswick. The Brunswick expansion project is being submitted for stimulus money through the FRA; it is a competitive bid. Working on trying to reduce travel time to two hours from two hours and 20 minutes. Also working on the wye project to be able to turn trains around. Working on a design concept for their first layover facility.
- e. Connie – receiving delivery of hybrid electric diesel bus.

10. **Other Business**. None

11. **Next Meeting**. The next meeting was scheduled for July 9<sup>th</sup>.

12. **Adjourn**. The meeting adjourned at 11:55 a.m.

## **Agenda Item #3**

### **Status Reports**

- Policy Committee's May meeting
  - Adopted UPWP. Asked to see more info on the **Fixed Guideway Study**.
  - Heard report from TIP Process Committee
- Second Joint Technical and Planning Committee meeting, June 4
  - Briefing by Bruce Hyman on his work to update the PACTS Regional Bicycle and Pedestrian Plan
- Planning Committee's May meeting
  - Recommended consultant studies to be funded in next UPWP.
  - Update on *Destination Tomorrow* Update, and on TOD TIF legislation
- Joint Planning and Transit Committee meeting, June 11
  - Transit TIF legislation
  - Discussed ideas to re-scope Fixed Guideway project
- The *Destination Tomorrow* Update Subcommittee's May 28<sup>th</sup> meeting
  - Held their third meeting. Excellent attendance – including two Policy Committee members.
  - Continued work on Mission and Vision Statement
- TIP Process Committee's May and June meetings
  - Collector funding policy
  - Set asides policy
  - Regional emphasis in project selection
  - Languishing projects policy
  - Substitution and withdrawal policies
  - Three-Party Agreement
  - Update on BACTS/Melrose transportation cost sharing and responsibilities study
- Gorham East West Corridor Advisory Committee, June 18
  - Continued work on Purpose and Needs Statement
  - Heard summary of progress on traffic element
  - Overview of land use element
- June 26<sup>th</sup> John/Kathi/John conversation regarding the year ahead

John Duncan offered most of the following topics. John Bubier, Kathi Earley and John D. discussed – per the bullets below.

### **Planning topics**

#### **A. Build momentum for regional traffic signal management**

- Base on study underway. New UPWP includes funds to continue the signal coordination study effort. BACTS (Bangor area) and ATRC (L/A area) have regional signal management processes.

#### **B. Organize “transit strategic initiative”**

- A discussion is underway to revise the scope of the recently approved Fixed Guideway Study. Seven people met, and will meet again. Discuss a Portland harbor passenger ferry crossing?

#### **C. Develop update of Destination Tomorrow and adopt next June.**

- It’s going to be more strategic and focused on travel demand management. Will it produce a small number of regional priorities for us all to focus on?

#### **D. Gorham East West corridor transportation and land use study**

- Has a major land use plan component.
- Steering Committee is Gorham, Scarborough, South Portland, Westbrook, PACTS, MTA and MaineDOT. John Duncan is Chair of Advisory Committee. Portland is on Advisory Committee.
- Study has a \$1 million budget – 80% MTA and 20% MaineDOT.
- Similar in scope to a York County study just started by MaineDOT

#### **E. Portland North Study**

- Important regional study being done by MaineDOT. Implications for NNEPRA’s operation? Going too slowly?

#### **F. Tri-Community Transportation Plan**

- An important regional effort for OOB, Saco and Biddeford.

#### **G. Franklin Arterial Phase 2 Study**

- A high profile effort to change the character of the Franklin Street Arterial involving PACTS, Portland, MaineDOT and the active Portland transportation advocacy community

#### **H. Forest Avenue land use and transportation study**

- An important study whose goal is to develop recommendations for significant transit-oriented land development policies for this major regional arterial.

#### **I. Get involved in regional freight planning**

- Follow up on Peter Vigue’s challenge to us at annual meeting. MaineDOT has invited PACTS to become more involved in freight system planning. PACTS staff will do so. Reconnect rail to the ITO? Get regional business groups involved.

**Money and project administration**

J. Stormwater and Smart Transportation

- A Kathi Earley priority
- Encourage MaineDOT to allow shrink street widths/pavement in order to reduce impervious surface and runoff. Apply design flexibility.

K. PACTS more visible in legislative processes in Augusta and D.C.

- PACTS staff do it, and charge to PACTS Assessment account. Collaborate with PACTS members. Focus on our High Priority Projects, and the Downeaster’s funding. Encourage next stimulus projects not have the “means testing” requirement (low/moderate income) that hurt York County last round.

L. Monitor new federal transportation reauthorization and climate change legislation

- Do a study of the implications of rising sea levels?

M. Meet periodically with Commissioner Cole and staff

- Set it up for PACTS-only in September, and for all MPO’s later.
- MaineDOT is going to require that locals follow state standards when fixing collectors and arterials with local funds?
- Get in the loop on Landry’s site law rules study committee. Create a regional system – suburban areas’ traffic growth runs through urban areas. Put traffic mitigation revenues towards transit purpose.

N. Follow up to the BACTS/Melrose work

- No silver bullets yet from that study. Study report due this month. Lots of interest in bringing Maine urban compacts up to equity with rural areas in URIP program. Let’s build some momentum on this. Other ideas for more responsibility for BACTS and other MPO’s.

O. Adopt TIP Process Committee’s recommendations

- Give towns credits for spending local dollars on state roads.

P. Continue good work of the Executive Committee

- Staff will suggest additional authority to Executive Committee.

Q. Make 3-Party Agreements work

- Paul Niehoff opportunity

**Agenda Item #4**

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

**DRAFT**  
7/6/2009

### 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>	<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>	
<b><i>June 2009</i></b>	<b>Annual evaluation of Committee (year 5)</b>

### Fiscal Year 2010:

<b><i>July 2009</i></b>	<b>Sub-Committee on 5307 Formula funding allocation</b>
<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>	<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
<i>February</i>	<i>Submit STP proposals to staff for ratings</i> Public Comment Period... Update TIP
<i>March</i>	FTA Budget announced
<i>April</i>	Appoint Nominating Committee for new Officers Adopt STP proposals for submission to Policy Committee
<b><i>May</i></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 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 <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.  
Annual Accomplishments**

Final DRAFT for review.

**Date:** July 2, 2009

**To:** PACTS Policy Committee Members and Staff

**From:** Ed Clifford, Chairman, PACTS Transit Committee

**Subject:** PACTS Transit Committee Accomplishments for FY 2009

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The following is a synopsis of PACTS Transit Committee activities that took place over the course of Fiscal Year 2009.

Please contact me if there are any questions.

## **FY 09 Accomplishments**

### **PACTS Transit Committee:**

- Held twelve (12) Transit Committee meetings during the fiscal year.
- Convened three (3) joint meetings with the Planning Committee to pursue a mutual interest in making better linkages between transit and land use planning.
- Endorsed, and several members assisted in working on state legislation to allow Transit Oriented Development to be included in current Tax Increment Financing law. The legislation passed.
- Viewed a DVD of Charlie Stephen's presentation "Toward a Sustainable Energy Future" at the September meeting. The original presentation took place at GPCOG's Sustainability Forum on Energy.
- Worked collaboratively to develop plans for Automatic Vehicle Location (AVL) systems to track bus locations in the region. Several providers conducted tests of AVL equipment based on cellular phone GPS technology
- Revisited and made changes to timeline/work plan for future Transit Committee tasks.
- Distributed additional Surface Transportation Program (STP) funds that became available in October of 2008.
- Made a recommendation to the Policy Committee on the sub-allocation to transit providers for the annual allocation of Federal Transit Administration (FTA) 5307 urban funding. . The Committee worked well together to handle an 13% reduction in overall funding levels for FY 2009.
- Formed the **Regional Transit Pass** subcommittee which met three times to work on the development of a regional pass and to discuss the current and future fare levels.
- Held a separate meeting in August of 2008 to discuss and coordinate the various Intelligent Transportation Systems (ITS) including Automated Vehicle Location (AVL) projects either under way or planned.
- Worked with PACTS, GPCOG, and SMRPC to review and recommend priorities for the transit portions of the Fiscal Year 2010-11 Unified Planning Work Program (UPWP).
- Attended several meetings related to PACTS projects, such as the I-295 study and Portland-North rail effort.

- Worked with staff to develop a RFP for the creation of a **regional map and timetable** for transit providers, and also placing the region's transit information on Google Transit. Consultants were retained, and work commenced on both projects to be completed this fall.
- Conducted a review of Jobs Access and Reverse Commute (JARC) funded projects for a necessary amendment to the Transportation Improvement Program (TIP).
- Continued to have representatives attend meetings of the High Priority Projects committee and the TIP Process committee. Committee representatives also participated on other PACTS Committees, such as Planning and Technical, and reported to the Transit Committee on important items.

## **Agenda Item # 6**

### **Section 5307 sub-committee**

A sub-committee will be formed and meet throughout the summer. If a meeting takes place before this one, there will be an update.

## **Agenda Item #7 a.**

### **Regional Map and Timetable**

The Committee reviewed three drafts at the last meeting and chose elements of two to incorporate into a final draft. A smaller group met on June 30 to review and comment. A summary of that feedback has been distributed to the providers. We will attempt to have the latest draft for today's meeting.

## **Agenda Item #7 b.**

### **Regional Route Study**

Nothing new to report at this time.

## **Agenda Item #7 c.**

### **Transit Planning in Comprehensive Planning Process**

Planning and Transit Committees continue to meet.

Current schedule is to meet:

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

## **Agenda Item #7 d.**

## Regional Fare Card

The subcommittee meeting scheduled for June 5<sup>th</sup> was postponed. A new date is being set.

### PACTS Transit Committee Roster

Updated on 5/29/09

Members	Affiliation	Phone	Email
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>
Catherine Debo - Vice-Chair	CBITD	774-7871 x103	<a href="mailto:cdebo@cascobaylines.com">cdebo@cascobaylines.com</a>
Connie Garber	YCCAC	324-5762 x 2930	<a href="mailto:cgarber@yccac.org">cgarber@yccac.org</a>
Tom Gorrill	Gorrill-Palmer	657-6910	<a href="mailto:tgorrill@gorrillpalmer.com">tgorrill@gorrillpalmer.com</a>
Sara Devlin	MTA	871-7771 x111	<a href="mailto:sdevlin@maineturnpike.com">sdevlin@maineturnpike.com</a>
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Private Optr Seat	See below		
<b>Staff</b>			
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<b>Others and Alternates</b>			
Chuck Baker	RTP	224-2666 x16	<a href="mailto:chuckb@rtprides.org">chuckb@rtprides.org</a>
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Conrad Welzel	MTA	871-7771 x126	<a href="mailto:cwelzel@maineturnpike.com">cwelzel@maineturnpike.com</a>
<b>Private Operators</b>			
Don Cormier	Bay Ferries "The CAT"	(902) 626-2543	<a href="mailto:dcormier@nfl-bay.com">dcormier@nfl-bay.com</a>
Mike Cyr	Cyr Bus Lines	799-8527	<a href="mailto:mike@cyrbustours.com">mike@cyrbustours.com</a>
Susan Davis	Maine Narrow Gauge RR	828-0814	<a href="mailto:susandavis@mngrr.org">susandavis@mngrr.org</a>
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Greg Isherwood	Custom Coach & Limousine	797-9100	<a href="mailto:gisherwood@customcoachandlimo.com">gisherwood@customcoachandlimo.com</a>
Allen Malony	Chebeague Transportation	846-9613	<a href="mailto:ctc@chebeague.net">ctc@chebeague.net</a>
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Kenneth Wyman	Vermont Transit	782-0311	