

# PACTS

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Portland Area Comprehensive Transportation System

**Transit Committee  
Meeting Notice  
Thursday, July 8, 2010, 9:30 a.m. to noon  
GPCOG**

**Agenda**

- 1. Call to order**
- 2. Public Comments – 10 min.**
- 3. Approval of Minutes from the last meeting (attached)**
- 4. Status Reports (attached) – 5 min.**
- 5. Review Timeline/Work Plan (attached) – 5 min.**
- 6. PACTS Transit Study Implementation Status Reports – 20 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 update – 5 min.**
- 8. 5303 adjustment – 5 min.**
- 9. STP Transit Set Aside Allocation – 40 min.**
- 10. Committee Evaluation**
- 11. Policy Committee Representation – 5 min.**
- 12. Information Sharing/Round Table Discussion/Check-In/What's Up**
- 13. Other Business**
- 14. Next Meeting Date and Agenda, August 12, Saco – Adjust time for taking the train?**
- 15. Adjourn**

Attachments: June 10 PTC minutes, Status Reports, Timeline/Work Plan, Transit Committee Roster, Draft Accomplishments/5307 Impacts (separate attachment).

**PACTS Transit Committee Minutes**  
**June 10, 2010**  
**9:30 a.m. at GPCOG**

**Members Present:** Tom Meyers, Vice-Chair, SPBS; Hank Berg, CBITD; David Redlefsen, METRO; Mark Nahorney, Policy Com. Appt.; Elizabeth Roberts (for Sara Devlin), HNTB/MTA

**Staff and Guests:** Maddy Adams, GPCOG; John Duncan, PACTS; Carl Eppich, PACTS; Art Handman; Steve Linnell, GPCOG; Tom Reinauer, SMPRC; Robert Wagner, Adopt-a-Stop

1. **Call to order.** Tom Meyers, Vice-Chair, called the meeting to order at 9:37 a.m. and said that Ed Clifford and Connie Garber were unable to attend today's meeting. Introductions were made.
2. **Public Comments.** None.
3. **Approval of Minutes from the May 13, 2010 meeting.** A quorum wasn't present so no action was taken.
4. **Status Reports.**
  - The Executive Committee met on Tuesday and there was discussion about planning funds that are available. One of the ideas for the money is to do a Scarborough transit study. Tom M. mentioned that SPBS is planning on including a part of Scarborough in their enhanced schedule so he would be interested in this.
  - The PACTS Annual Meeting will be held on Monday, June 14<sup>th</sup> at noon at USM's Glickman Library.
  - A *Destination Tomorrow* meeting is scheduled to be held on June 16<sup>th</sup> at 9:00 a.m.
  - Gorham East/West Study – Steve gave a briefing on the results of the transit scenario.
  - GPCOG is wrapping up the On-Off Survey for METRO and has begun the South Portland On-Off Survey. It was asked if the survey includes transfers. Tom M. responded that SPBS captures it each day. METRO did a transfer study a couple of years ago.
  - HUD Region 1 Director Richard Walega was at GPCOG on Friday and there was a very good turnout.
  - The PACTS Transit Committee received a GPCOG Regional ReCOGNition Award for the Transit Guide.
  - Noah Berger from FTA gave a report on a Transit Oriented Development that is taking place in the Boston transit network at a meeting that Steve attended. Sue Moreau spoke about Maine's Investments in Transit.
5. **Timeline.** STP proposals still need to be voted on. The deadline is September.
6. **PACTS Transit Study Implementation Status Reports.**
  - 6a. **Regional Map and Timetable.** The RFQ has been sent out; the due date is not until next week. Tom R. said that the MOVE! Program at SMRPC might want to purchase some guides. There will be some significant art work changes and that is what the current printer is having a problem with. The deadline for changes is the first week of July. Tom M. stated that SBPS is experiencing the most significant schedule change in ten years so it is extremely important that the printer is available.

Hank had some questions about Google Transit and whether or not CBITD has signed a license with Google yet. He was advised to check with Donna Tippett. Fixed route service is being done first.
  - 6b. **Regional Route Study.** Nothing new.
  - 6c. **Transit Planning in Comprehensive Planning Process.** The Transit and Planning Committees met last week and had a presentation on Portland North. That project is expected to wrap up next month. COG will be putting together a newsletter by the end of June.
  - 6d. **Regional Pass System.** A meeting was held this week and a scenario was developed. Ridership related to the METRO monthly pass is being reviewed to try to figure out how any large discrepancies can be reconciled.

7. **Regional AVL Project Update.** An RFP is being drafted. A meeting was held last week to determine the draft concept of operations and the delineation of system components and functions as essential, desirable and optional. Rebecca L. is working on both of these projects (AVL and Regional Pass) and is doing a great job.
8. **5307 allocation update.** We will hold off on this discussion because too many providers are not in attendance. We need to put together a core group on this to move us ahead for next year. June 24<sup>th</sup> is the end date for the public comment period for the 2010 allocation.
9. **Reprogramming of unspent STP Transit Funds.** The transfer of money is happening.
10. **STP Transit Set Aside Allocation.** This item will be moved to the July or August agenda due to a lack of a quorum.
11. **Maine Clean Communities Update.** Steve provided an update on Maine Clean Communities, which has been around since 1997. Recently a few summits have been held. RTP is putting a spare battery in their vehicles which is insulated from the starter battery, so it runs the few things that they need while shutting the bus off. Portland and Falmouth Police are using Idle Right technology; this is used for police cruisers that need to be at construction sites or any vehicle that needs to idle for long periods of time. METRO has CNG buses. York County will be getting some hybrids. METRO and RTP are MC<sup>2</sup> members.

On September 14<sup>th</sup>, a Compelling Case for Natural Gas workshop will be held in Massachusetts. (*Since the meeting, the date was changed to September 1*). Last year we held a similar event in New Hampshire that was very well attended. On October 15<sup>th</sup> MC<sup>2</sup> will host AFV Odyssey Day partnering with SMCC. The target for this effort will be fleets and students but it will also be open to the public. MC<sup>2</sup> will have numerous vehicles there, as well as many experts in the field. Steve distributed MOU's and a stakeholder form. The Maine Clean Communities group meets six times a year. Dave mentioned that biodegradable hydraulic fluid is now available. There is also non-hazardous transmission oil that is available.

12. **Committee Evaluation.** Steve drafted a memo on FY 2010 accomplishments that he distributed to the Committee. At the end of each year we've put together a brief synopsis of the highlights of the year to share with the Policy Committee. If you have other bullets to add, please let Ed or Steve know. It was suggested that the information about 5307 money and how it affects us and our riders be included as an appendix to the synopsis, as it is something that the Policy Committee requested.
13. **Information Sharing.**
  - The Transit Focused Region contract has been signed. The idea is to start in August instead of June.
  - Tom R. – the Shoreline Explorer will be starting soon with six new trolleys and two hybrid busses.
  - Hank – pre-bids for boats will be opened on June 30<sup>th</sup>. A wifi project for the terminal and the boats has been initiated.
  - Steve – GPCOG is hosting two fellows from Clean Air-Cool Planet – Ben Lake and Steve Erario. Steve is a Colby Grad that is working on a handbook. It will include A-Z resources for energy planning in each community.
  - Tom M – SPBS ridership is down about 2% for the year. He is going through the red tape to get the transit hub; it is quite a process. The new SBPS schedule will begin August 23<sup>rd</sup>.
  - Dave – From October 1 to current, METRO ridership is up ever so slightly.
  - Hank - CBITD has seen a good increase. They were at capacity on Memorial Day weekend.
14. **Other Business.** None.
15. **Next Meeting Date and Agenda.** The next meeting is scheduled for July 8<sup>th</sup> and will be held at COG. The August 12<sup>th</sup> meeting will be in Saco. We are considering taking the train down and back for that meeting.
16. **Adjourn.** The meeting adjourned at 10:40.

**Agenda Item #4**  
**Status Reports**

1. Committee meetings
  - No single committees have met in between Transit Committee meetings.
  - The PACTS Joint Technical/Planning Committee met July 13
  
2. PACTS Annual Meeting
  - PACTS hosted its Annual Meeting Luncheon on June 14, 2010. The meeting included presentations by Kat Beaudoin from DOT on the Gateway One Corridor and Conrad Welzel at MTA on the Gorham East West Corridor.
  
3. Staff updates:
  - PACTS and GPCOG staff continue to work on the Destination Tomorrow Update
  - PACTS and GPCOG staff continue to participate in the Gorham East West Corridor Study. Current study topics include:
    - Results of a Year 2035 regional transit scenario.
    - Meeting with area real estate developers.
    - Develop list of Year 2035 roadway options to be evaluated.
  - GPCOG continues to take the lead on a HUD Sustainable Communities Planning Grant. The NOFA was released last week and proposals are due August 23<sup>rd</sup>.
  - GPCOG staff Donna Tippet and Rebecca Lambert attended the Department of Transportation’s Maine Statewide ITS Architecture Update.

**Agenda Item #5**

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

<b>DRAFT</b> 7/16/2010
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**Fiscal Year 2010:**

<p>March</p>    <p>April</p> <p>May</p> <p><i>June 2010</i></p>	<p>Public comment period for Section 5303 and 5307 funds, ‘10/’11 (pending release of Federal Register notice)</p> <p>Public Comment Period for STP proposals for 2012/2013</p> <p>Update TIP</p> <p>FTA Budget announced</p> <p>Appoint Nominating Committee for new Officers</p> <p>Adopt STP proposals for submission to Policy Committee</p> <p>Annual evaluation of Committee (year 6)</p> <p>Elect New Committee Officers</p>
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**Fiscal Year 2011:**

<p><i>July 2010</i></p> <p><i>August</i></p> <p><i>September</i></p>  <p><i>October</i></p>	<p><i>Participate in PACTS TIP Process Review, including JARC</i></p>  <p>Review and Approve Allocation Formula for 5307 and STIC</p>
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	<i>Destination Tomorrow update</i>
<i>November</i>	<a href="#">Regional Transit Study: Annual Report</a> Develop Study Proposals for 5303 and 5307 Planning funds and UPWP Provider information (ridership, miles, etc.) due
<i>December</i>	
<i>January 2011</i>	Submit recommendation to Policy Committee for FTA Section 5307 funds
<i>February</i>	<i>Submit 2012/2013 STP proposals to staff for ratings</i>
<i>March</i>	<a href="#">Public comment period for Section 5303 and 5307 funds, '12/'13 (pending release of Federal Register notice)</a> Public Comment Period for STP proposals for 2012/2013 Update TIP FTA Budget announced
<i>April</i>	Appoint Nominating Committee for new Officers Adopt STP proposals for submission to Policy Committee
<i>June 2011</i>	Annual evaluation of Committee (year 6) Elect New Committee Officers Provider information (ridership, miles, etc.) due

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:
  - Congress St. Bus Priority Study
  - Passenger Rail to Brunswick
  - Portland North, Small Starts Study
  - Transit Oriented Zoning
  - Maine Narrow Gauge RR Extension Study
  - Gorham East/West Corridor Study
  - Greater Portland Livable and Sustainable Region Initiative
  - HUD Sustainable Communities Planning Grant proposal
  - Other future studies
- Monitor likelihood that PACTS will become a Transportation Management Area
- Respond to Policy Committee requests for action, information or recommendations as needed

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

The only qualified response to the RFQ came from the current printer, Penmor. They have a better understanding of what our needs are now and how to meet them. Staff will report on their quote for services.

Google Transit has accepted our region. Staff and providers are working to test and update METRO and ShuttleBus/ZOOM routes. SPBS is somewhat delayed due to route changes.

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

No update.

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

No update. There is currently no next meeting scheduled.

**Agenda Item #6 d**  
**Regional Pass System**

In order to create a baseline from which to measure changes and adjust revenue shares, METRO and SPBS need to create comparable fare categories. Dave and Tom met to discuss this. Dave is finalizing some category details before the “apples to apples” data can be shared. Once “apples to apples” categories are created, METRO and SPBS will give Rebecca L. four months of data to assist her in calculating various scenarios.

**Agenda Item #7**  
**Regional AVL/ITS Project**

The Operations Committee met on June 8 to discuss the draft concept of operations for the AVL project. The Committee agreed on the essential, desirable and optional functions/components of the AVL system. Rebecca L. is working with RTP to incorporate these components into RTP’s RFP for new software.

Staff recommends that the Committee discuss the budget for the project. They will provide an update at the meeting.

**Agenda Item # 8**  
**Section 5307 allocation**

The transit providers agreed to continue to work to design a 5307 formula that can be carried forward through subsequent years. No meetings to discuss this future formula have taken place yet, however.

**Agenda Item # 9**  
**STP Transit Set Aside Application**

The amount of STP funding in the RFP was based on PACTS’ assumption of a small amount of growth from the last biennium. MaineDOT has informed the MPO’s that the growth may not be as much as they thought. Therefore, PACTS is adjusting the funding expectation down by about 3%. What this means for the Transit Set-aside is that the \$1,350,000 originally estimated will drop to approximately \$1,309,500. The total cost estimate of the proposals submitted for scoring came to \$1,749,636 which

leaves a difference to \$440,136 that can not be funded. Please refer to last April’s packet for details on the proposals.

<b>ID</b>	<b>Provider(s)</b>	<b>Scope and Location</b>	<b>Cost Est.</b>	<b>Rank</b>
A	SPBS	Mill Creek Transit Hub	\$ 206,870	<b>1</b>
C	BSOOB	Bus Shelters	\$ 100,000	<b>2</b>
I	SPBS	Ops and Maintenance Buildings	\$ 238,153	<b>3</b>
H	RTP	Mobile Data Terminals	\$ 244,613	<b>4</b>
D	BSOOB	UNE - Downtown Bus	\$ 200,000	<b>5</b>
B	BSOOB	Transit Bus	\$ 380,000	<b>6</b>
F	CBITD	Electronic Ticketing	\$ 115,000	<b>7</b>
G	CBITD	Preventive Maintenance	\$ 200,000	<b>8</b>
E	CBITD	Freight Handling Equipment	\$ 65,000	<b>9</b>
			\$ 1,749,636	Average
Old	\$ 1,350,000	New Estimated Set-Aside	\$ 1,309,500	
			Difference	\$ (440,136)

## **Agenda Item #10 Committee Evaluation**

Every year the Transit Committee sends a memo to the Policy Committee with details on what it has accomplished over the last fiscal year. A draft was provided at the last meeting. It was informally agreed that the “impacts from the reduction in 5307 funds” descriptions from providers, requested by the Policy Committee be included. The new draft was included as a separate attachment in the transmittal e-mail for the packet.

### **Glossary of Terms**

1. ARRA American Recovery and Reinvestment Act
2. AVL Automatic Vehicle Location
3. BOP Biennial Operations Plan (MDOT)
4. BTIP Biennial Transportation Improvement Program (MDOT)
5. CMAQ Congestion Mitigation Air Quality Program (Federal Funds)
6. DOE Department of Energy
7. EMDC Eastern Maine Development Corporation
8. FHWA Federal Highway Administration
9. FTA Federal Transit Administration
10. ISTEA Intermodal Surface Transportation Efficiency Act
11. ITS Intelligent Transportation Systems
12. JARC Job Access & Reverse Commute
13. MDOT Maine Department of Transportation
14. MPO Metropolitan Planning Organization (PACTS, KACTS, ATRC, BACTS)
15. NNEPRA Northern New England Passenger Rail Authority (Downeaster, contracts with Amtrak)
16. OPT Office of Passenger Transportation (MDOT)
17. PACTS Portland Area Comprehensive Transportation System (Portland Area MPO)
18. SAFETEA-LU Safe, Affordable, Flexible, Efficient, Transportation Act –Legacy for Users
19. STIC Small Transit Intensive Cities
20. STIP Statewide Transportation Improvement Program
21. STPA Sensible Transportation Policy Act
22. STP Surface Transportation Program (Federal Funds)
23. TE Transportation Enhancement Program (Federal Funds)
24. TEA-21 Transportation Equity Act for the 21<sup>st</sup> Century
25. TIP Transportation Improvement Program (PACTS)
26. UPWP Unified Planning Work Program
27. URIP Urban-Rural Initiative Program
28. 5303 FTA Planning Program
29. 5307 FTA Urbanized Assistance

## PACTS Transit Committee Roster

Updated on 6/17/10

<b>Members</b>	<b>Affiliation</b>	<b>Phone</b>	<b>Email</b>
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Private Optr Seat	See below		
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