

# PACTS

Portland Area Comprehensive Transportation System

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**Transit Committee  
Meeting Notice  
Thursday, May 13, 2010, 9:30 a.m. to noon  
Saco City Hall**

**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.**
  - a. Report from the Nominating Committee**
  - b. Appointment of new Chair, Vice Chair and Executive Committee Rep**
- 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. 5307 allocation update – 5 min.**
- 9. Substitution of unspent STP Transit Funds – 20 min.**
- 10. STP Transit Set Aside Application – 10 min.**
- 11. Jobs Bill update – 5 min**
- 12. Presentation by *Maine Alliance for Sustainable Transportation (MAST)* on the proposal to Expand ZOOM Commuter Bus Service – 20 min**
- 13. Information Sharing/Round Table Discussion/Check-In/What's Up**
- 14. Other Business**
- 15. Next Meeting Date and Agenda (June 8, GPCOG)**
- 16. Adjourn**

Attachments: April 8 PTC minutes, Status Reports, Timeline/Work Plan, Transit Committee Roster

The Metropolitan Planning Organization for the Portland Urbanized Area  
68 Marginal Way • Portland, Maine 04101  
Telephone: (207) 774-9891 • Fax: (207) 774-7149 • [www.pactsplan.org](http://www.pactsplan.org)

**PACTS Transit Committee Minutes**  
**April 8, 2010**  
**9:30 a.m. at GPCOG**

**Members Present:** Ed Clifford, Chair, ShuttleBus/ZOOM; Hank Berg, CBITD; Sara Devlin, MTA; Barbara Donovan, MaineDOT; Marina Douglass (for Patricia Quinn), NNEPRA; Hilary Frenkel, Pol. Com. Appt.; Connie Garber, YCCAC; Tom Meyers, SPBS; Mark Nahorney, Pol. Com. Appt.; David Redlefsen, METRO

**Staff and Guests:** Maddy Adams, GPCOG; Carl Eppich, PACTS; Cindy Farrin, MaineDOT; Art Handman; Steve Linnell, GPCOG; Tom Reinauer, SMPRC

1. **Call to order.** Ed Clifford, Chair, called the meeting to order at 9:34 a.m. Introductions were made.
2. **Approval of Minutes from the March 11, 2010 meeting.** *Connie Garber moved approval of the minutes and Tom M. seconded the motion. Motion passed.*

**Public Comments.** There was a discussion regarding whether public comments should be heard at the beginning of the meeting or as an item later on the agenda. It was the general consensus that putting it at the beginning of the meeting lets attendees get their points out and then we can move on to the regular meeting. It also allows them to leave if they want to. It was suggested that a time limit be put on the public comment period.

3. **Status Reports.** Steve reported that a Public Meeting on the Portland North Study was held in Auburn last week. It was pretty well attended with a fairly passionate audience. There will be a public meeting in the Portland area at the end of the month. A Gorham East/West meeting will be happening after this meeting today. Sara Devlin said that there would be a transit workshop next Thursday on the Gorham East/West Study; it will be a hefty agenda. MTA and MaineDOT are doing a joint study of the east/west corridor. They are looking at transportation and land use and congestion along that corridor. Charlie Colgan developed a forecast to the year 2035. According to his study, there will be a major influx of people and jobs to that area. The planners of the four communities plus Portland are working together to look at where the activity centers could be in 2035. They have developed the measure of effectiveness for land use and now they will be working on the transportation piece. This workshop is specifically for Technical, Transit and Policy level people. It will be held from 3-6 p.m. at HNTB in Westbrook. Kevin Hooper who does the modeling will be the emcee of that meeting.
4. **Review Timeline/Work Plan.** Barbara said they are still waiting for the Federal Register to come out. They will need to know what the Transit Committee will be sending to the Policy Committee regarding 5307 projects so they can get the ball rolling. The projects can be approved pending public comment. The Executive Committee could approve this if it is a matter of timeliness.

**4a. Appoint Nominating Committee for New Officers.** We try to have a York County and a Cumberland County representative serve as the chair and vice-chair. Connie is not available to chair the group. Ed and Tom M. will serve as the Nominating Committee.

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

**5a. Regional Map and Timetable.** We expect a proof this week. We have changed the color of this version to make it more easily distinguishable from the current guide. Each reprint will be done in one of three different colors. We received an e-mail from Google Transit and we are following up.

**5b. Regional Route Study.** An RFP has not yet been issued. Steve said that in reviewing the proposal for the transit focused region, it occurred to him that the route study might work in conjunction with that study. That group will be looking at a lot of the same things that we would be looking at through our RFP. Tom M. thought it was different. There is a land use component in the other study and ours

is more specific to routes, etc. After further discussion, it was decided that an RFP would be sent out for the Regional Route Study.

**5c. Transit Planning in Comprehensive Planning Process.** A meeting with the Planning Committee is scheduled for June 3<sup>rd</sup>. Carl suggested that a briefing on the Portland North Study would be appropriate at that meeting since the preferred alternative is ready to be rolled out. The idea of holding a separate meeting prior to the June meeting was discussed. It was recommended that we just wait for the public meeting and anyone interested can attend that meeting rather than trying to schedule another meeting of the Planning/Transit Committees.

**5d. Regional Pass System.** Rebecca needs to run the numbers with the new fare structure and the new Maine Care fare passes and then she will set up a meeting.

6. **Regional AVL Project Update.** The group will meet again on April 27<sup>th</sup> and will have a presentation on the Travel Management Coordination Center. Rebecca said the survey is suggesting touchtone phone with interactive voice response, vehicle location on a map on the web, ETA/countdown on the web, and a travel management coordination center are the highest ranking functions.
7. **5307 Allocation Update.** The formula has been approved by the Policy Committee. It will go back to the Policy Committee once the numbers are approved. We are just waiting for the numbers.
8. **Substitution of unspent STP Transit Funds.** A letter was received from METRO regarding the unspent money from the awning project. We should offer substitution projects for approval by the Policy Committee. David would like to see something in writing about disposal or transfer of the TIDS equipment. Steve said that in many cases we were going to transfer the ownership of the equipment to the places where they are currently housed. TIDS currently is not working. Connie stated that if there were a way to at least have the monitors available in the future for transit needs, that would be good.

The amount of funds available from the TIDS project is \$40,000± and from the METRO project it is \$72,226. In the last round of funding, RTP had requested three paratransit vehicles but only two were funded at \$70,000 each. Tom suggested looking at unfunded vehicles that would help us all. Barbara noted that there are currently two grants for METRO and South Portland. Connie asked if any money has been put aside for surveillance equipment and if this money could be used for such a purpose. Tom mentioned the substitution policy. He was concerned that the Policy Committee wouldn't consider surveillance equipment a substitution and that we should stick to vehicles.

9. **STP Transit Set Aside Application.** There are nine projects on the list and we are short about \$400,000 to fund them all. We could fund up to six of the top ranked projects. The top six are: SPBS – Mill Creek Transit Hub (\$206,870); BSOOB – Bus Shelters (\$100,000); SPBS – Replace bus operations and maintenance building (\$238,153); RTP – Mobile Data Terminals (\$244,613); BSOOB – UNE – Downtown Bus (\$200,000); BSOOB – Transit Bus (\$380,000). Connie suggested that we vary as little as possible on the funds. We need to wait for the Jobs Bill to know what is available and then we can determine which projects should be substituted. There is a new position at MaineDOT, the function of which will be to prioritize the list of capital projects that are out there. It was asked if the Jobs Bill would have a match or not. Barbara said she hopes there won't be a match. EPA required a match but FTA did not.
10. **Jobs Bill Update.** No new news on the Jobs Bill.
11. **Update on HUD Sustainable Communities Grant Application.** HUD, DOT and EPA have teamed up to offer \$100 million through a new Sustainable Communities Program. Our area would be eligible for up to \$2 million. Steve explained that we are still trying to figure out the “region” that would be included. If we go with a larger area, we could apply for \$5 million. There was an advanced Notice of Funding Availability and we are awaiting the final NOFA. We are focusing on the application at this

time. COG has taken the lead on this; we are working with Cumberland County, PACTS, planners from Portland and South Portland, the Muskie School, and others. This area has a lot going on – the east/west corridor study, transit oriented study, *Destination Tomorrow* Plan, Lakes Region planning initiative, etc. Much of the foundation is already in place. There is a June deadline with a decision expected in August.

**12. Presentation by Maine Alliance for Sustainable Transportation (MAST) on their proposal to Expand ZOOM Commuter Bus Service.** This will be moved to next month's agenda.

**13. Public Comments.** None.

**14. Information Sharing.**

- Ed – getting new bus stop signs; they will also be displaying the bus schedule.
- Connie – the closeout of the legislative session was not what they wanted it to be but better than it could have been. There is a proposed cut to Maine Care funds. Discussions are ongoing; she further explained. They have a request to CMS to apply for a waiver to another rule that became effective – brokerage rule. They are pending receipt on a decision on this. The cuts that did go through have an enormous impact. There is a local match problem – municipalities don't have the money for the match.
- Hank – the Commissioners ruled they were not going to do any further investigation into the PUC fare issue.
- Steve – COG will be hosting a Clean Air/Cool Planet fellow who will be working on an energy handbook. We also have another fellow – Ben Lake - who has been working on the Greater Portland Regional Energy Use and Emissions Inventory. Ed asked that the report be sent to committee members.
- Tom M. – They will be losing one of their routes (or a portion of it). Ridership last month was up from last year.
- Marina – March numbers are a little higher than last year. There will be a new schedule beginning April 19<sup>th</sup>; the train will be stopping in Old Orchard Beach again. They still don't have an ARRA high speed rail agreement; they hope to have it by the middle of May. Their hope is to put a shovel in the ground by July 1. The FRA has more grant opportunities coming up. NNEPRA is still continuing to get CMAQ funds through December 31<sup>st</sup>. They still need to resolve the sunset clause. The continuing resolution gives them an automatic extension.
- Hilary – Kaleidoscopic Community, celebrating Portland's creative economy, is scheduled for April 28<sup>th</sup> from 7-9 at the SPACE gallery.
- Dave – METRO boardings were up 8.5% in March. Fare increase went into effect on April 1.
- Cindy – please spend your money; we need to close out grants. When the new 5307 money comes in, she wants to be ready to put those funds in.
- Barbara – We got \$300,000 for vehicle replacement instead of the \$8,000,000 we asked for.
- Sara Trafton was featured in an article in the Maine Sunday Telegram's Maine Jobs publication.
- Connie – they are expecting delivery of three diesel/electric hybrid vehicles.
- Mark – working on getting staff and students between campuses. Accepted Students Day is coming up and there are always questions about how to get to the college by train. They would like to work with NNEPRA to provide information to students about this. UNE ridership is way up.

**15. Other Business.** None

**16. Next Meeting Date.** The next meeting is scheduled for May 13<sup>th</sup> in Saco.

**17. Adjourn.** The meeting adjourned at 11:23.

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

1. Executive Committee Meeting
  - The Executive Committee met on May 4
  - Agenda items included TIP project amendments and an update on Highway Simplification.
  
2. Operations Committee Meeting
  - The Transit Operations Committee met on April 27 and discussed the ITS / AVL project
  - The meeting included a presentation from RouteMatch that helped clarify the definition of Transportation Management Coordination Centers (TMCCs).
  
4. Portland North Study
  - There was a public meeting in Portland on the evening of April 26.
  - Destination options being carried forward include Portland to Yarmouth, Portland to Brunswick /Bath and Portland to Auburn/Lewiston on either bus or rail
  - However, it does not appear that ridership would be sufficient to support commuter services between Portland and Lewiston/Auburn
  
5. Gorham East-West Study:
  - PACTS and GPCOG staff (and some transit providers) continue to be involved
  - A Transit Workshop was held to develop enhanced and new service for testing in the Mode Choice model
  
6. Staff updates:
  - PACTS and GPCOG staff continue to work diligently on the Destination Tomorrow Update
  - GPCOG is wrapping up the Route 4 origin-destination study and data collection for the On-Off survey for METRO.
  - GPCOG is initiating the South Portland On-Off Survey
  - in the Gorham.
  - At the request of Portland's Energy and Environmental Sustainability Committee, GPCOG intern Ben Lake compared the average fuel costs for private vehicles to the average fuel costs for transit within the Greater Portland Region. Based on some rough assumptions he found that:
    - Fuel costs per vehicle mile were approximately \$0.40/mile for fixed route public transit and \$0.18/mile for private transportation.
    - Fuel costs per passenger trip mile were \$0.10 for public transit, compared to \$0.12/passenger trip mile for private transportation in the whole GP region
  - GPCOG continues to take the lead on a HUD Sustainable Communities Planning Grant. The release of the NOFA was postponed, but GPCOG is actively preparing to write the grant when the NOFA becomes available.

## Agenda Item #5

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

<b>DRAFT</b> 6/4/2010
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#### Fiscal Year 2010:

<i>July 2009</i>	Sub-Committee on 5307 Formula funding allocation
<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>	Develop Study Proposals for 5303 and 5307 Planning funds and UPWP 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 2012/2013STP proposals to staff for ratings</i>
<i>March</i>	Public comment period for Section 5303 and 5307 funds, '10/'11 (pending release of Federal Register notice) 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>May</i>	<b><i>Destination Tomorrow update</i></b>
<i>June 2010</i>	Annual evaluation of Committee (year 6) Elect New Committee Officers

#### Fiscal Year 2011:

<i>July 2010</i>	
<i>August</i>	
<i>September</i>	<i>Participate in PACTS TIP Process Review, including JARC</i>
<i>October</i>	Review and Approve Allocation Formula for 5307 and STIC
<i>November</i>	<u>Regional Transit Study: Annual Report</u> 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 2012/2013STP proposals to staff for ratings</i>
<i>March</i>	Public comment period for Section 5303 and 5307 funds, '12/'13 (pending release of Federal Register notice) 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**

**Nominating Committee Report**

Nominations will be presented for Chair and Vice Chair of the Committee. Election of the new officers should take place today. A Transit Committee representative to the Executive Committee should also be appointed. This role can be served by any of the transit providers including the Chair or Vice Chair.

**Agenda Item #6 b**

**Regional Map and Timetable**

The May printing has been delivered. We are in the process of seeing RFQ's for a new printer that can handle the artwork changes in-house.

Google Transit has accepted our region. Staff and providers are working to test and update routes and schedules.

**Agenda Item #6 c**

**Regional Route Study**

The RFP was issued on April 12. Proposals are due May 10. Staff will update the Committee on the status of proposals.

## **Agenda Item #6 d**

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

The Joint Planning and Transit Meeting will meet next on June 3<sup>rd</sup> at 9:00. We will have a presentation on the Portland North project. The meeting will be followed by the PACTS Planning Committee meeting.

## **Agenda Item #6 e**

### **Regional Pass System**

METRO has set all of the new fares - they went into effect April 1. Rebecca S. is now recreating all of the scenarios and options with METRO's new numbers. The subcommittee will be reconvened soon.

## **Agenda Item #7**

### **Regional AVL/ITS Project**

The Operations Committee met on April 27. Sara Trafton arranged for RouteMatch to present to the Committee, in order to illuminate the concept of a Transportation Management Coordination Center (TMCC). It appears that the key underlying concept of a TMCC is a shared database that will store route, location and other information from more than one provider. This shared database can support a variety of customer interfaces including text messages, call centers, etc.

RTP is working to get a RFP for new software out within the next two months or so. Due to this abbreviated timeline, it is important for the other providers to identify their needs. The next step in the systems engineering process is the Concept of Operations (ConOps) which gives potential purchasers or users of a system a vision of how that system will function through different scenarios and from different perspectives. A critical part of the ConOps is the delineation of essential, desirable and optional components of a system. Rebecca sent the providers a survey to help them delineate potential components. This will not only help with writing a ConOps, but will also hopefully inform RTP's RFP, so that whatever system RTP selects might integrate well with regional needs and priorities for the shared AVL/ITS project.

## **Agenda Item # 8**

### **Section 5307 allocation**

While the Policy Committee approved the 2010 5307 formula in March, the dollar amount has not been given to us. The Transit Committee will need to have the final distribution approved by the Policy Committee at that time. Also, 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**  
**Substitution of Unspent STP Transit Funds**

GPCOG submitted a letter a couple of months ago for \$43,510 of unspent funds. Last month METRO submitted a letter to release its \$72,226 of unspent funds. These are both federal (80%) amounts. The Transit Committee needs to make a proposal for spending these funds. As mentioned previously, the only previous proposal that was not fully funded was from RTP. They had asked for three paratransit vehicles and only two were funded at \$70,000 each. Presumably there would be an increase in the cost of the same vehicle today. The total amount available, with the 20% local match is \$144,670.

**Agenda Item # 10**  
**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 month’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 Date 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 #11**  
**Jobs Bill Update**

As reported last month, the President has now signed [H.R.2847](#) - Hiring Incentives to Restore Employment Act (Jobs Bill). This Bill supposedly includes \$6.15 billion for public transit, some of which will come to Maine as 5307 Funds. However, according to MaineDOT Office of Passenger Transportation, there is no information available that suggests that this is the case.

## **Agenda Item #12**

### **Presentation by *Maine Alliance for Sustainable Transportation (MAST)* on their proposal to Expand ZOOM Commuter Bus Service**

This presentation was pushed forward from the cancelled March Joint Transit-Planning meeting. It was presented to the Planning Committee on April 1<sup>st</sup>. This will be a presentation on alternative transportation concepts/proposals by MAST who is “*actively seeking support and endorsement of this proposal from civic organizations, chambers of commerce, local governments, and legislators*”. This will be a brief 15-20 minute presentation by proponents of the proposal with a question and answer period to follow.

#### **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. EMDC Eastern Maine Development Corporation
7. FHWA Federal Highway Administration
8. FTA Federal Transit Administration
9. ISTEIA Intermodal Surface Transportation Efficiency Act
10. ITS Intelligent Transportation Systems
11. JARC Job Access & Reverse Commute
12. MDOT Maine Department of Transportation
13. MPO Metropolitan Planning Organization (PACTS, KACTS, ATRC, BACTS)
14. NNEPRA Northern New England Passenger Rail Authority (Downeaster, contracts with Amtrak)
15. OPT Office of Passenger Transportation (MDOT)
16. PACTS Portland Area Comprehensive Transportation System (Portland Area MPO)
17. SAFETEA-LU Safe, Affordable, Flexible, Efficient, Transportation Act –Legacy for Users
18. STIC Small Transit Intensive Cities
19. STIP Statewide Transportation Improvement Program
20. STPA Sensible Transportation Policy Act
21. STP Surface Transportation Program (Federal Funds)
22. TE Transportation Enhancement Program (Federal Funds)
23. TEA-21 Transportation Equity Act for the 21<sup>st</sup> Century
24. TIP Transportation Improvement Program (PACTS)
25. UPWP Unified Planning Work Program
26. URIP Urban-Rural Initiative Program
27. 5303 FTA Planning Program
28. 5307 FTA Urbanized Assistance

## FACTS Transit Committee Roster

Updated on 2/2/10

Members	Affiliation	Phone	Email
Hank Berg	CBITD	774-7871	<a href="mailto:HankB@cascobaylines.com">HankB@cascobaylines.com</a>
Ed Clifford - Chair	ShuttleBus/ZOOM	282-5408	<a href="mailto:director@shuttlebus-zoom.com">director@shuttlebus-zoom.com</a>
Barbara Donovan	MaineDOT	624-3245	<a href="mailto:barbara.donovan@maine.gov">barbara.donovan@maine.gov</a>
Hilary Frenkel	The League of Young Voters	772-3207 (o)	<a href="mailto:hilary@theleague.com">hilary@theleague.com</a>
Connie Garber	YCCAC	324-5762 x 2930	<a href="mailto:cgarber@yccac.org">cgarber@yccac.org</a>
Sara Devlin	MTA	871-7771 x111	<a href="mailto:sdevlin@maineturnpike.com">sdevlin@maineturnpike.com</a>
Alex Jaegerman	City of Portland/Planning Rep.	874-8724	<a href="mailto:AQJ@portlandmaine.gov">AQJ@portlandmaine.gov</a>
Tom Meyers	SPBS	767-5556	<a href="mailto:tmeyers@southportland.org">tmeyers@southportland.org</a>
Mark Nahorney	UNE Assistant Dean	602-2595	<a href="mailto:mnahorney@une.edu">mnaorney@une.edu</a>
Patricia Quinn	NNEPRA	780-1000 x105	<a href="mailto:patricia@nnepra.com">patricia@nnepra.com</a>
David Redlfsen	METRO	774-0351 x17	<a href="mailto:dredlef@gpmetrobus.com">dredlef@gpmetrobus.com</a>
Sara Trafton	RTP/Maine Transit Assoc.	774-2666 ext.112	<a href="mailto:trafton@rtprides.org">trafton@rtprides.org</a>
Private Optr Seat	See below		
<u>Staff</u>			
Maddy Adams	GPCOG	774-9891	<a href="mailto:madams@gpcog.org">madams@gpcog.org</a>
Steven Linnell	GPCOG	774-9891	<a href="mailto:slinnell@gpcog.org">slinnell@gpcog.org</a>
Tom Reinauer	SMRPC	324-2952	<a href="mailto:treinauer@smrpc.org">treinauer@smrpc.org</a>
Rebecca Schaffner	GPCOG	774-9891	<a href="mailto:rschaffner@gpcog.org">rschaffner@gpcog.org</a>
Donna Tippett	GPCOG	774-9891	<a href="mailto:dtippett@gpcog.org">dtippett@gpcog.org</a>
Rebecca (Becca) Lambert	GPCOG	774-9891	<a href="mailto:rlambert@gpcog.org">rlambert@gpcog.org</a>
Carl Eppich	FACTS	774-9891	<a href="mailto:ceppich@gpcog.org">ceppich@gpcog.org</a>
<u>Others and Alternates</u>			
Jack Debaradinis	RTP	774-2666 x 13	<a href="mailto:jackd@rtprides.org">jackd@rtprides.org</a>
Kevin Donoghue	Portland City Councilor		<a href="mailto:kjdonoghue@yahoo.com">kjdonoghue@yahoo.com</a>
Marina Douglas	NNEPRA	780-1000 x 107	<a href="mailto:Marina@nnepra.com">Marina@nnepra.com</a>
John Duncan	FACTS	774-9891	<a href="mailto:jduncan@gpcog.org">jduncan@gpcog.org</a>
Art Handman	KMJ Consulting, Inc.	332-8300	<a href="mailto:alhandman@hotmail.com">alhandman@hotmail.com</a>
Judy Harris	City of Portland	874-8608	<a href="mailto:jh@portlandmaine.gov">jh@portlandmaine.gov</a>
Nick Mavadones	CBITD	774-7871	<a href="mailto:nickm@cascobaylines.com">nickm@cascobaylines.com</a>
Judi Molloy	FTA	(617) 494-3488	<a href="mailto:judi.molloy@fta.dot.gov">judi.molloy@fta.dot.gov</a>
Anna Price	FHWA	207-622-8350 x10	<a href="mailto:Anna.Price@fhwa.dot.gov">Anna.Price@fhwa.dot.gov</a>
Robert Wagner	Portland Transit Advocate	772-8812	<a href="mailto:robertwagner@alum.mit.edu">robertwagner@alum.mit.edu</a>
Conrad Welzel	MTA	871-7771 x126	<a href="mailto:cwelzel@maineturnpike.com">cwelzel@maineturnpike.com</a>
<u>Private Operators</u>			
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>
Steve Klein	Mermaid Transportation	885-5630	<a href="mailto:gomermaid@aol.com">gomermaid@aol.com</a>
Dana Knapp	Concord Trailways	828-3939 x303	<a href="mailto:yconcord@maine.rr.com">yconcord@maine.rr.com</a>
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>
Ray Penfold	VIP Tour & Charter Company	772-4457	<a href="mailto:rpenfold@maine.rr.com">rpenfold@maine.rr.com</a>
Kenneth Wyman	Vermont Transit	782-0311	