

PACTS

Portland Area Comprehensive Transportation System

Transit Committee Meeting
Thursday, May 12, 2011, 9:00 am
GPCOG
Transit Committee 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. **Joint Transit and Planning**
 - d. **Regional Pass System**
 - e. **Other – in order of priority**
7. **Operations Committee Update** – 20 min.
 - a. **Regional AVL Project update**
 - b. **Regional Sign & Shelter Project**
 - c. **Regional Passenger Survey**
 - d. **Southern Maine Regional Transit Coordination Study**
8. **Other Business** – 20 min.
 - a. **Reprogram STP Funds**
 - b. **UPWP – Final Recommendation**
9. **Information Sharing/Round Table Discussion/Check-In/What's Up** – 20 min.
10. **Next Meeting Date and Agenda – June 9, 2011 at GPCOG**
11. **Adjourn**

Attachments: April 14, 2011 PTC minutes, Status Reports, Timeline/Work Plan, Transit Committee Roster.

PACTS Transit Committee Minutes
April 14, 2011 Meeting
9:00 a.m.

Members in Attendance: Sara Trafton, Chair, RTP; Dave Redlefsen, METRO; Hilary Frankel, Exec. Com Appt.; Tom Meyers, SPBS; Connie Garber, YCCAC; Hank Berg, Casco Bay Lines

Staff and Guests: Maddy Adams, GPCOG; John Duncan, PACTS; Carl Eppich, PACTS; Art Handman, Consultant; Judy Harris, Portland; Steve Linnell, GPCOG; Myranda McGowen, SMRPC; Jennifer Puser, GPCOG; Robert Wagner, Adopt-a-Stop

1. **Call to order.** Sara Trafton called the meeting to order at 9:10 a.m.
2. **Public comments.** None
3. **Approval of Minutes.** Connie requested that any handouts distributed at the meeting be provided to those not in attendance. *Tom Meyers moved approval of the March 10, 2011 minutes. Hilary seconded the motion and all were in favor.*

4. **Status Reports.**

Transit Focused Region. Carl reported that over 100 people attended the sessions. On the first evening there were over 60 people, and about 50 people attended the session the following morning. Two weeks later there were 50± the first night and 30± the last day. Portland City Councilor Ed Suslovic, and Westbrook City Councilor Mike Foley both attended.

Six different scenarios were developed. Judy said she didn't mean to sound negative at the meeting but if we are going to go forward with this plan we will need to find some equality among age groups. Elderly are concerned about staying in their homes and cannot afford to pay for anything else. Transit is sometimes considered a social service, and we need to think of it as a necessary entity for economic development. Sara T. pointed out that the "how" it will be done is a question to be answered. Hilary thought a paradigm shift would be necessary. What comes first? Do we need support first or change first? Connie suggested providing a window into the future -- show what it will look like. Sara noted that at the third meeting, they showed Eugene, Oregon and that was a better example because they are smaller than Portland, Maine. Dave spoke with one of the consultants and he will provide us with some success stories and some information about a regional transit authority.

Gorham East/West – final public meeting on March 22nd.

Congress Street – lots of data gathering. We got verification from MaineDOT that we don't have to worry about carry-forward with our 5303 funding so we will not have to race to get the work done. John has submitted a carryover request to MaineDOT.

Forest Avenue – The first public advisory committee meeting is scheduled for May 4th at 5:30 in Room 213 at the Abromson Center. They will be looking at the corridor between Park Avenue and Exit 6 up to Woodfords Corner and the train tracks. They will be looking

at density, redevelopment, and addressing Woodfords Corner. A carryover for this study has been requested.

Southern Maine Transit Coordination Study – We've received one proposal and expect to receive two more. We've requested a carryover for this project as well.

5. **Review Timeline** – Dave mentioned a survey that should be done in 2012. Art mentioned that a transfer study should be done soon also.

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

6a. Regional Map and Timetable. The proof has been approved. This version of the map will mention about it being award winning. It was asked if a press release had gone out about the award. It was suggested that perhaps something be put together about the map and timetable, along with the regional monthly pass idea. Tom distributed an announcement about the regional monthly bus pass.

Donna is still working with Google Transit trying to iron out some wrinkles. Now that we are with Google, they have been responding fairly quickly. Regarding MODES, we had a conference call with Sue and Castle Rock last week. Sue was concerned that we were doing more work than we should. Donna convinced her that what we're doing is fine.

6b. Regional Route Study. Art will be giving a presentation after this meeting. Art has been meeting with all the transit operators and getting their input. The draft report will be sent to the committee with the next agenda.

6c. Joint Transit and Planning. The next meeting will be June 2nd from 9-11. GPCOG's Annual Meeting is on June 9th. The regular Transit Committee meeting is scheduled for June 9th (we may look into having a shorter meeting so that we can attend the Annual Meeting).

6d. Regional Pass System. Begins in May.

7. **Operations Committee Update.**

7a. Regional AVL Project update. We didn't receive any responses for an engineer, so we're reaching out to more companies. The RFP responses will be due in early May.

7b. Regional Sign and Shelter. Ben is working on data. The branding issue is taking a lot of time. Perhaps we should pull the branding out as a separate project because it could really drag out the sign and shelter project. If we try to do them together, it makes it more challenging and complicated. Everything seems to revolve around the branding. We are moving forward.

7c. Regional Passenger Survey. Steve has reviewed the ferry survey and Steph is redrafting that. Most of the data is in on the other two surveys. Hank asked why it was taking so long; it's beneficial to turn the results around quickly. It was asked if anything had been captured on the WAVE.

8. Other Business.

8a. Reprogram STP funds. This is up in the air. Money was earmarked for the ferry but that project got ARRA funds. SPBS was also slated to get some of the funding. We have heard from MaineDOT that that money has been used somewhere else. The ARRA money went to MaineDOT. John D. has been pursuing this but hasn't heard anything. Tom M. was very concerned, especially since there is a PIN assigned to this project. We have gone through a thorough process allocating these funds and it doesn't make sense that the money has disappeared. John has talked with Sue Moreau four times about this. It was suggested that it be put in writing; send a letter to Dwayne Scott and Peggy Duval. Include a 'respond by' date in the letter and indicate the dates on which you've spoken to Sue Moreau. John will write to Peggy today and she'll be at the Policy Committee meeting next week.

It was asked if the letter should be sent on behalf of the Transit Committee. It was suggested that we give Sue an opportunity to respond first and let her know we're considering sending a letter. We can draft a letter and send it to Sue. John thought he should call Peggy and the Committee agreed. (John left the meeting and called Peggy.)

John talked with Peggy and she said she knew about the situation and said for John to talk to Sue Moreau who will be back on Wednesday. John will write to Peggy. This will be an information item at next Thursday's Policy Committee meeting and Hank Berg may want to talk to her.

8b. UPWP. Two handouts were provided.

Under long range – Transit Human Service Planning – Steve explained that that was in this UPWP and we never did it, and it is just being carried forward to the next UPWP.

Regional Transit and Land Use is our nod to the Gorham East/West Study. PACTS has \$50,000 from the four communities to do land use; is it possible to combine the funds? A transfer study is not mentioned. If we want to do that, we'll need to move some funds around. Lakes Region project – we've got CTAA people working on it but we also need a marriage with PACTS on that project. An implementation plan is being developed.

Regional transit authority – Judy had an issue with the wording of this. The City of Portland was not on the Steering Committee of the Gorham East/West Study nor are they on the Southern Maine Transit Coordination Study Steering Committee. Tom M. explained that that is the very reason why there will be a Phase 2 and 3. It was suggested that some editing be done on the language in the UPWP. Refer to the studies but don't say that it will be based on the recommendations of those studies.

Under proposed activities, Connie asked why the RTP Shopper Shuttle is showing zero. It is 5307 funds.

9. Information Sharing.

- It was asked how the meeting with Gorham went regarding bus service. Steve explained that John D. got a call from David Cole and someone was interested in bus service and they wanted to know how they could combine the student service with service to the public. Steve met with Councilor, Noah Miner and Manager, Dave Cole. They also talked about fixed route service. It will go to their finance committee to see if they can

even pursue it. It's just exploration right now. Art said he would be happy to work with Gorham on the bus service idea.

- STIP adjustments – Carl will be working on that next week.
- Dave is working with MTA in New York on accessing their inventory system and having the ability to view the inventory system. He believes it would be an invaluable tool.
- Hilary - The League is working very hard on the District 7 race. There's a special election on May 10th.

- 10. Next meeting** – May 12 at Saco City Hall. Even though it's not being held at the train station, we are still planning on taking the train down. [Note that the meeting has since been moved to GPCOG to facilitate attendance at the AVL presentation now scheduled for 1:00 the same afternoon.]

Art Handman presentation – Regional Route Study presentation. Art responded to a number of questions from the Committee. Art will send the presentation to the Committee for their comments.

- 11. Adjourn.** The meeting adjourned at 11:05.

Agenda Item #4
Status Reports

1. Committee meetings:

The **PACTS Policy Committee** meeting was held on April 21st. Agenda items included a report on the TIP Projects Efficiencies Team, Creation of 2011 TIP Process Committee, Creation of 2011 Credit Program and a Report on the 2-year Unified Planning Work Program.

 - The **PACTS Executive Committee** meeting was held April 5th. Agenda items included the UPWP for next Biennium, 2011 Tip Process Committee and the 2011 Credit Program.

2. Other Studies:
 - The staff and consultant team of the **Congress Street Bus Priority Study** held an Infrastructure Operations Meeting on April 20th to discuss the nuts and bolts of what existing issues/infrastructure on/along Congress Street itself can be fixed or can't be touched. A walking tour of the corridor followed by a public meeting took place Wednesday, April 27th at the Maine College of Art. The team got some good feedback.
 - The first **“Transforming Forest Avenue”** Advisory Committee meeting was held April 28th.
 - Main Street Connections, a Consulting firm from New York is under contract for the **Southern Maine Regional Transit Coordination Study**.
 - The **Operations Working Group** was scheduled to meet on April 29th but was cancelled due to low attendance. A rescheduled meeting will take place May 9.

Agenda Item #5

Draft Timeline/Work Plan for the PACTS Transit Committee

DRAFT 7/22/2011

Fiscal Year 2010:

March April May <i>June 2010</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 Appoint Nominating Committee for new Officers Adopt STP proposals for submission to Policy Committee Annual evaluation of Committee (year 6) Elect New Committee Officers
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Fiscal Year 2011:

<i>August 2010</i> September <i>October</i> <i>November</i>	<i>Participate in PACTS TIP Process Review, including JARC</i> Review and Approve Allocation Formula for 5307 and STIC <i>Destination Tomorrow update</i> Develop Study Proposals for 5303 and 5307 Planning funds and UPWP
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Provider information (ridership, miles, etc.) due

December

January 2011

February

March

Submit recommendation to Policy Committee for FTA Section 5307 funds

Submit 2012/2013 STP proposals to staff for ratings

Public comment period for Section 5303 and 5307 funds, '12/'13 (pending release of Federal Register notice)

Update TIP

FTA Budget announced

April

June 2011

Appoint Nominating Committee for new Officers

Annual evaluation of Committee (year 7)

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
- Keep informed of and/or involved in ongoing studies such as:
 - Congress St. Bus Priority Study
 - Lakes Region CTAA Study
 - Passenger Rail to Brunswick
 - Portland North, Small Starts Study
 - Transit Oriented Zoning
 - Maine Narrow Gauge RR Extension Study
 - Forest Avenue Study
 - Gorham East/West Corridor Study
 - Greater Portland Livable and Sustainable Region Initiative
 - Southern Maine Transit Coordination Study
 - Transit Focused Region Study.
 - 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 May issue of the Guide has been distributed.

Agenda Item #6 b

Regional Route Study

Art Handman gave a brief presentation to staff and other interested parties after the Transit Committee meeting on April 14th. Art received feedback and is continuing work on the study. Report materials were sent as separate attachments with this meeting packet.

Agenda Item #6 c

Joint Transit and Planning

The next Joint Transit and Planning Committee meeting has been re-scheduled for June 2nd as the GPCOG Annual Meeting has been set for 11:30 on the 9th. The June Transit Committee meeting will be held on the 9th from 9:00 to 11:00.

Agenda Item #6 d

Regional Pass System

The Pass is underway.

Agenda Item #7 a

Regional AVL/ITS Project

Rebecca has scheduled a number of vendor demos during May. See schedule below. Responses for experience and qualifications from engineering firms were due on April 11th, and negotiations will proceed from there. Rebecca continues to research different joint procurement models.

Tuesday, May 10 AVL demonstration by Avego at **1:00**, GPCOG

Monday, May 11 AVL demonstration from NextBus at **2:00**, GPCOG

Thursday, May 12 AVL demonstration from TransLoc at **1:00**, GPCOG (after Transit Committee Mtg. at GPCOG)

Thursday, May 19 AVL demonstration from Mentor Engineering at **10:00**, GPCOG

Agenda Item #7 b

Regional Sign & Shelter Project

With the PACTS Transit Committee's decision to create a separate project for transit branding and marketing, the focus of the Regional Sign & Shelter project will now focus on: completion of the System Inventory of existing transit routes, ridership, bus shelters, stops and amenities; evaluating anticipated shelter capital costs; developing criteria for prioritizing potential new shelter sites; and evaluating potential plans for shelter maintenance. Ben Lake will provide updates on these tasks to the PACTS Transit Operations Working Group at their next meeting, and solicit feedback from the group on each task.

Agenda Item #7 d

Regional Passenger Survey

The survey work is completed. The Ferry Passenger Survey data is close to being finalized and Steph will circulate it soon. Data entry for the bus surveys was completed.

Agenda Item # 8a

Reprogram \$300,000 STP funding

Staff will provide an update on this at the meeting.

Agenda Item #8b

UPWP

Staff will provide a revised budget and work plan summary at the meeting.

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 (FACTS, KACTS, ATRC, BACTS)
15. NNEPRA Northern New England Passenger Rail Authority (Downeaster, contracts with Amtrak)
16. OPT Office of Passenger Transportation (MDOT)
17. FACTS 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 21st Century
25. TIP Transportation Improvement Program (FACTS)
26. UPWP Unified Planning Work Program
27. URIP Urban-Rural Initiative Program
28. 5303 FTA Planning Program
29. 5307 FTA Urbanized Assistance

FACTS Transit Committee Roster			
Updated 4/8/2011			
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