

PACTS

Portland Area Comprehensive Transportation Committee

Transit Committee Meeting Notice

**Thursday, March 8, 2007
10:15 a.m.**

Saco City Hall, 300 Main Street

Agenda

- 1. Call to order**
- 2. Approval of Minutes from the last meeting (attached)**
- 3. Questions on Committee Reports**
- 4. Projects for Unified Planning Work Program (UPWP).**
- 5. Discussion on Transfers and Transfer Policies Between Transit Systems**
- 6. Technical Committee Appointee**
- 7. Information Sharing/Round Table Discussion/Check-In/What's Up**
 - a. ITS Technology**
- 8. Other Business**
- 9. Next Meeting Date (April 12 @ 10:15 a.m., at GPCOG), Agenda**
- 10. Adjourn**

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PACTS Transit Committee Minutes
February 8, 2007
10:45 a.m. at GPCOG

Members Present: Tom Meyers, Chair, South Portland Bus Service; Sara Behr, MaineDOT; John Bubier, Biddeford; Catherine Debo, CBITD; Ed Clifford, ShuttleBus/ZOOM; Patricia Quinn, NNEPRA; Jon McNulty, RTP; Ray Penfold, Private Operators; David Redlefsen, METRO

Members Absent: Connie Garber, York County Community Action; Tom Gorrill; Jonathan LaBonte, MTA

Staff and Guests: Maddy Adams, GPCOG; Susan Davis, MNGRR; John Duncan, PACTS; Art Handman; Judy Harris, Portland; Steve Linnell, GPCOG; Tom Reinauer, SMRPC; Robert Wagner; Chris Soule, MNGRR; David Willauer, GPCOG

1. **Call to Order.** The Chair called the meeting to order at 10:50 a.m.
2. **Approval of minutes from January 11th, 2007 meeting.** *Patricia Quinn moved approval of the minutes of the January 11th meeting, seconded by Jon McNulty. All were in favor.*
3. **Questions on Committee Reports.** A Planning Committee meeting was held but Jon was unable to attend. The Planning Committee was asked to rank *Destination Tomorrow* priorities. No other reports were received.
4. **Projects for Unified Planning Work Program (UPWP).** David reviewed the FY 2006-07 FTA-funded transit planning activities and tasks. The UPWP will be adopted in May. We need to brainstorm on the types of things that need to be done over the next two years. The Policy Committee decided to have a workshop on February 25 to brainstorm among themselves to determine what the focus and priorities for PACTS should be over the next two years. Each committee had been asked to send their ideas to the Policy Committee by next week for that session. However, John Duncan mentioned that the Policy Committee Chairman has decided not to hold that session at the February meeting so this committee has a little more time to get their list of tasks in order.

Steve mentioned that *Destination Tomorrow* priorities had been categorized into three tiers. The last time we went through this practice we selected items from *Destination Tomorrow* that we considered priorities for the Transit Committee. Steve distributed the *DT* rankings. This is one guide that we can use to determine our choices. We need to also consider our transit study recommendations. (The three asterisks on the sheet denote the priorities of the Planning Committee.) We would appreciate feedback on where we should be focusing our planning over the next two years. Tom M. suggested that we do an independent exercise similar to what the Planning Committee is doing. We can pull the various components together and plan a brainstorming session at the next meeting. A draft UPWP will need to be submitted to MaineDOT in April. Following is a list of items that Committee members will be provided with to help in the priority selection process: tasks 8, 9 and 10 from the last UPWP; strategies from *Destination Tomorrow*; a link to the full *Destination Tomorrow* Report; recommendations from the Transit Study; individual studies from providers; the Planning Committee recommendations; and perhaps budgets. Additionally, John Duncan will be sending out an e-mail to towns soliciting ideas. Tom R. mentioned that we should also include a list of tasks that will be continued from the previous UPWP.

5. **Discussion on Transfers and Transfer Policies between Transit Systems.** Committee members received the transfer study that was done by Peter's intern at METRO. There was no further discussion at this time.
6. **Comments on Title VI Plan.** David reviewed this item and circulated some specific maps. Projects for 2006-07 will be superimposed on maps to show the Policy Committee what we are doing regarding Title VI.

Catherine noted that the Island data isn't shown. David responded that we have data available for the islands in the PACTS MPO. Susan asked to what extent Title VI drives transit decisions. David explained that we are trying to be more aware as a society that we serve all populations and that we meet the needs of the region and plan accordingly. Sara added that having a plan in place is a federal regulation.

7. Information Sharing.

Judy – the Gorham Bus Advisory Committee had their first meeting; it was a meet and greet with an initial discussion of what we would be looking at to include public riders to the service. The students didn't want their travel time to be increased. She mentioned that the students were surprised to learn that they are riding on diesel busses and that some schools are using diesel busses. USM would like to increase ridership and cut costs. Ray mentioned that the Gorham student express would be augmented with additional service and the public would be able to use either the public bus or the Gorham bus.

David mentioned that eight new GO Maine vans have arrived. We are being directed by MaineDOT to order three lift-equipped vans.

Tom R. – RFP's have been received for the joint route study for SPBS and the ShuttleBus, but have not yet been reviewed.

Tom M. - Last year a summer pass for students was issued for \$20 which allowed students to ride on both the METRO and SPBS busses. They plan on doing this again this summer. Student ridership has quadrupled.

Steve – SMRPC held a 'creative parking workshop' with 50 people in attendance. One option an employer utilized was to provide free passes to all employees who traveled to work in areas where bus service is available, rather than providing a parking spot.

Catherine asked that a discussion about technology (ITS) be included on an upcoming agenda.

Technical Committee appointee is needed to replace Peter Cavanaugh. As a representative, you learn about the highway side of business – paving, construction, etc. They do a lot of prioritization work. The next Technical Committee meeting is scheduled for February 13th at 8:30 a.m.

Susan asked if the private operator seat could become a voting seat. Tom explained that this issue has been discussed. He added that we do most of our work by consensus and we include the private sector in all of our conversations.

8. Other Business. None.

9. Next Meeting Date. The next meeting of the Transit Committee is scheduled for March 8th, following the Transit Study Committee meeting (approximately 10:15) at Saco City Hall.

10. Adjourn. The meeting adjourned at 12:10 p.m.