

# PACTS

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Portland Area Comprehensive Transportation Committee

## **PACTS Policy Committee Meeting Notice**

January 18, 2007  
1:30 p.m.

PACTS, 68 Marginal Way, Portland

- 1. Call to order**
- 2. Minutes of the December 14<sup>th</sup> Meeting**
- 3. Updates on Passenger Rail Plans and Financing**

Ron Roy (MaineDOT) and Patricia Douglas (NNEPRA) will make presentations.

- 4. Capital Funding Topics**

- A. Report on December 15<sup>th</sup> Legislators' Forum, and next steps
- B. Report from Reauthorization High Priority Projects Committee
- C. Staff proposal to add/cut funds regarding three collector paving projects

- 5. PACTS Two-Year Work Plan for July 2007 to June 2009**

Action on a proposal to do a PACTS work tasks priority setting exercise at the February and March meetings.

- 6. Consent Agenda**

- 7. Adjourn**

Next Meeting: February 15<sup>th</sup> at 1:30

*The Metropolitan Planning Organization for the Portland Urbanized Area*  
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## Attachments for December 14<sup>th</sup> Policy Committee Meeting

### Minutes of December 14, 2006 Meeting

**Members Present:** Rick Michaud, Chairman, Saco; Neal Allen, GPCOG; Mike Bobinsky, Portland; John Bubier, Biddeford; David Cole, Gorham; Kathi Earley, Portland; Jim Gailey, South Portland; Joe Gray, Portland; Judy Harris (for Jeff Monroe), Portland; Dan Jellis (for Nat Tupper), Yarmouth; Jonathan LaBonte (for Conrad Welzel), MTA; Mike McGovern, Cape Elizabeth; Tom Meyers, Public Transit; Dale Olmstead, Freeport; John Perry, FHWA; Ed Reidman, Westbrook; Paul Schumacher, SMRPC; Jim Thomas, Old Orchard Beach

**Members Absent:** Anthony Plante, Windham; Ron Owens, Scarborough; Nathan Poore, Falmouth; Scott Seaver, North Yarmouth; Bill Shane, Cumberland

**Staff and Guests:** Maddy Adams, GPCOG; John Duncan, PACTS; Tex Haeuser, South Portland; Steve Linnell, GPCOG; John Melrose; Eric Ortman, PACTS; Dave Sherlock, MaineDOT; David Willauer, GPCOG

1. **Call to Order.** Rick Michaud called the meeting to order at 1:30 p.m. Introductions were made.
2. **Minutes of November 16, 2006 meeting.** *David Cole made a motion to accept the November 16 minutes, seconded by Mike Bobinsky.* John noted that on page 3 of the minutes, the Freeport road reconstruction project didn't get funded at \$1.2 million. *All were in favor of the minutes.*
3. **Destination Tomorrow Final Report.** A summary of high priority activities is included with the report. Sixteen strategies from the Plan have been identified. Six are done and nine are being worked on. A summary is being prepared. PACTS staff would be happy to present *Destination Tomorrow* 2006 to Councilors or Boards if anyone is interested.

Neal asked about monitoring and implementing the Plan. The Plan is an excellent road map for transportation priorities for the next 20 years. We should monitor the decisions that PACTS makes to see if they are consistent with the Plan. Have the Chairs of the various committees meet together to see if decisions that are being made are consistent with DT and report back to the Policy Committee. Tom M. felt that we are currently doing that; that is typically a criterion for most funding. An item will be added to the next agenda that describes what we want to do regarding monitoring and implementing *Destination Tomorrow*.

4. **Transportation Finance Reform.**
  - 4A. **Presentation by John Melrose for the Maine Better Transportation Association and the Maine Transportation Funding Coalition.** John Melrose gave an overview of his PowerPoint presentation entitled "Can we coast much longer?", a copy of which was distributed to Committee members. Some of the highlights of John's presentation included:

Interstate 295 carries up to 70,000 vehicles per day on four lanes. The Turnpike is up to only 69,000 and operates on six lanes. The South Portland to Portland leg of I-295 operates at Level of Service F; improvements in the Portland area would require at least \$200 million.

Bridges are a costly problem. At best, a bridge can last 70-80 years, but 50 years is more likely. At present, the number of Maine bridges 80 years or older will at least double in 10 years, triple in 20 years and quadruple in 30 years.

The MBTA wants to be in front of the legislators asking them how the bridge problem will be fixed. They are proposing legislation which would hit four topical areas. They would like the

Legislature to take a look at sales tax for auto-related items with 4% going to a transportation capital improvement trust fund every year – phased in over five years. It would be controlled by the Maine Municipal Bond Bank. A similar approach would be taken with the excise tax taking 4% each year. The fund would grow to \$800 million after 10 years. A new option on minor collector roads is being recommended where the state picks up the entire cost with a minimum design standard – the town would assume the jurisdiction of the road (maintenance, etc.) For bridges, a similar fund would be established, 2% of gas tax. A downtown program would be created (service center, urban compacts). Twenty percent of funds for highway improvements would be used for congestion and revitalization of downtowns. A corridor investment program would also be considered including Portland to Brunswick passenger rail and further development of ports. John explained that a program can be crafted where you feel what you are getting out of this is worth the pinch of the excise tax.

Jim Thomas said it sounds like you are just recutting the pie rather than making the pie bigger. John M. explained that people feel that they are spending enough. Their priorities, as determined by the recent survey, are education and health care.

It was asked if this idea has been shared with the Governor and John responded that it has not but they have had many discussions with MaineDOT. They are taking it to the citizens first.

John Bubier stated that we need to deal with tax policy -- What is it that we need to do? How are we going to fund it? What is the public going to allow us to do? We need to look at programmatic increases without looking at tax policy; local option opportunities are needed.

Traditionally, the Policy Committee doesn't take a stand on legislative issues. It was suggested that a small group join with a group of officials from across the state to discuss this issue further. John Bubier, Jim Thomas and Mike Bobinsky volunteered.

**4B. Overview by Neal Allen, John Duncan and Paul Schumacher of the agendas for the December 15<sup>th</sup> Legislators' Forum in Westbrook, and the York County Forum in January**  
An agenda for the December 15<sup>th</sup> Forum was distributed. The purpose of the Forum is to describe the financial crisis and to have a discussion with the delegation and elected officials to see about moving ahead.

Paul Schumacher reported that the York County Managers are scheduled to meet in Sanford on January 4<sup>th</sup>. Their topic of discussion will be the Brookings Institute report and what level of support there is for the Brookings study.

John Bubier mentioned the idea of meetings between SMRPC, Rockingham County, the Boston area and GPCOG. This idea of the groups working together to discuss regional issues has come about as a result of the good work that was done regarding saving the Shipyard.

**4C. Next steps** As far as next steps, we'll have to wait and see.

5. **TIP Amendment.** *Mike McGovern moved approval of the motion to program an additional \$141,036 for the construction of a sidewalk on Route 1 from the Baptist Church to Kendall Lane (approximately 900 feet) with the four contingencies listed below:*
1. *Freeport must make a good faith effort toward the project being advertised for construction by June 30, 2007.*
  2. *Freeport pays a 20% match (\$28,307) for the \$112,829 available in State funds.*
  3. *Freeport may not request additional PACTS funding for this project.*

4. *Should the survey and preliminary design work raise the cost estimate to a figure substantially above \$341,000, Freeport may decide to not proceed forward with the project at the present time. In this case the \$112,829 in State funds would be returned to PACTS.*

**John Bubier seconded the motion.** Eric explained that this is the only 06/07 project that was cut or deferred that has not yet been funded. There are no projects that are higher on the list. Eric provided further background. Dale explained that MaineDOT's cost estimate includes a very expensive retaining wall that Freeport believes they can do without, as well as some engineering costs. Freeport is working with MaineDOT engineering staff to come to a resolution and they should know in about 90 days. **All were in favor of the motion.**

6. **Consent Agenda.** Dale Olmstead moved approval of the consent agenda. The motion was seconded and all were in favor. Mike McGovern said that he would like to see a copy of Ron Roy's PowerPoint presentation prior to the meeting if possible.
7. **Adjourn.** The meeting adjourned at 2:50 p.m.

### **Agenda Item 3 – Updates on Passenger Rail Plans and Financing**

Ron Roy, the Director of MaineDOT's Office of Passenger Transportation, and Patricia Douglas, the Executive Director of the Northern New England Passenger Rail Authority (NNEPRA), will brief the Committee on passenger rail plans and financing. Ron and Patricia will speak on the work that they are doing within the context of these topics:

- The Governor's Passenger Rail Finance Task Force has just submitted a passenger rail financing proposal to Governor Baldacci for the service from Boston, and for prospective new services. A December 22<sup>nd</sup> Task Force letter follows below.
- NNEPRA recently submitted a proposal to the Governor regarding the extension of service to Brunswick.
- MaineDOT has been working on a large federally funded "New Starts" study regarding the service extension to Brunswick.

Three Policy Committee members are well informed on these topics. John Bubier is a NNEPRA Board Member. Neal Allen and Dale Olmstead are members of the Financing Task Force. (Patricia Douglas is a member of our Transit Committee.)

# The Task Force on Passenger Rail Funding

December 22, 2006

Governor John E. Baldacci  
1 State House Station  
Augusta, Maine 04333-0001

Dear Governor Baldacci:

The Task Force on Passenger Rail Funding reconvened on December 18, 2006 to review our *Findings and Recommendations Report* and, as your office requested, further consider additional sustainable funding strategies for passenger rail that don't impact the State's General Fund.

The Task Force examined the funding strategies presented in the Report and reevaluated certain options that were included in our final report. The Task Force Members certainly understand and appreciate the challenges you and the Legislature are facing with respect to balancing the significant and competing demands on the State's General Fund. **We would however respectfully request that you consider some level of GF support for Passenger Rail as part of your budget proposal to the Legislature.** We share your commitment to the development of this transportation option, and we agree that it can play an important role in the State's transportation future. As you know, MaineDOT and NNEPRA have projected that certain federal funds, (CMAQ) historically utilized to provide operating support to the Downeaster will expire early in FY 09. It is therefore imperative that the Legislature act in this biennial budget cycle if the Downeaster is to continue uninterrupted once those funds are no longer available.

A variety of alternative funding options were discussed. New taxes and/or fees are identified in the report as are a number of existing revenue sources utilized in other states, which could be considered for Maine should you and the Legislature find that new or expanded revenues are acceptable. Some members of the Task Force also discussed the possible contribution of tolling revenue from existing sources, the Maine Turnpike, and the possibility of new tolling in the future on highways such as I-295 that could support both highway needs and alternative modes like passenger rail. Revenues from these sources could be utilized to provide operating support as well as related infrastructure improvements like parking facilities and station improvements connected to highway facilities. Any tolling of existing federal Interstate Highways may require federal policy changes. MaineDOT, the Maine Turnpike Authority, and the Northern New England Passenger Rail Authority will conduct additional analysis to review and address the viability of these and other options in advance of our next meeting.

**It is also important to note that those general fund revenue sources identified for ongoing support are intended to tap future projected incremental increases in those funds,** with the exception of the Auto Rental Tax

which we recommend be entirely dedicated to MaineDOT's S.T.A.R. account and used to support passenger rail and transit services.

Again, we understand the demands the State faces, and the Task Force expresses our willingness to continue to work with you and the Legislature in the goal of achieving sustainable funding for the continued operation and development of passenger rail in Maine.

As a result, the Task Force on Passenger Rail Funding requests and recommends that you and the Legislature consider implementing some or all of the following funding strategy -- the implementation of which can be staggered to meet the actual funding demands associated with the expected loss of federal funding support next biennium:

#### CURRENT RECOMMENDATIONS

##### *Findings and Recommendations Report*

Recommend transportation linked funding strategies (tax revenues) at the following level:

<i>Car Rentals</i>	- 100%	(\$5.4M)
<i>General Merchandise Sales</i>	- 2%	(\$3M)
<i>Meals &amp; Lodging</i>	- 2%	(\$3M)
<i>Vehicle Sales</i>	- 1%	(\$1.4M)
Total Funding Estimate -		\$12.8M

#### ADDENDUM (December 18, 2006)

- Funding amount phased-in to reflect current needs and future service expansion

\$ 8 Million Annually – Downeaster Operations beginning FY09 OR  
\$12 Million Annually – Downeaster Operations w/expanded funding for northern corridor and support for statewide alternative modes beginning FY11

The Task Force members have agreed to continue evaluating alternative funding sources that don't impact the State's General Fund and that could contribute to our mutual goals stated above:

-Continue the Task Force on Passenger Rail Funding to research non-general fund areas:

Federal Funding - FTA, FHWA

Tolling - Maine Turnpike Authority and/or certain portions of the federal interstate system

Car Rentals – Tax increase and/or rental car fleet expansion

Downeaster – Raise fares

New Hampshire – Seek operating support since 29% of the ridership is from New Hampshire.

We, the Task Force on Passenger Rail Funding, respectfully submit this letter as an Addendum to the *Findings and Recommendations Report*.

Sincerely,

Task Force on Passenger Rail Funding

Members:

Senator William Diamond

Senator Karl Turner

Representative Boyd Marley

Neal Allen

Craig Denekas

Martin Eisenstein

Maria Fuentes

Lucien B Gosselin

Andrew C. Hyland

Dick Leeman

Dann Lewis

Dale Olmstead

Gene Plourd

Kathryn Weare

Conrad Welzel

#### **Agenda Item 4 – Capital Funding Topics**

##### A. Report on December 15<sup>th</sup> Legislators' Forum, and Next Steps

Staff Resource: John Duncan

Member Resource: Rick Michaud and others

Recommendation: Not applicable

Draft Motion: Not applicable

##### Background

Fifty people attended the forum in Westbrook, including thirteen Policy Committee members. Representative Boyd Marley, Co-Chair of the Transportation Committee, led a long question and answer session. There was a strong consensus that our transportation financing system is broken, and that the Legislature needs to act boldly to address it.

The Governor's current transportation budget proposal confirms that there is much work to do! The purpose of this agenda item is to discuss next steps, and to be briefed on these developments/concepts:

- The need for representatives of municipalities and transit systems to go to Augusta to speak at Transportation Committee meetings. John Duncan is receiving Transportation Committee meeting notices, and can advise members of appropriate times to go to Augusta.
- An upcoming PACTS members/staff meeting with John Melrose to review and refine legislation being developed by the Maine Transportation Funding Coalition.
- The February meeting of the York County Managers Association on this topic.
- Rick Michaud's initiatives
- We may hold another forum(s) in order to generate more local awareness.

B. Report from Reauthorization High Priority Projects Committee

Staff Resource: John Duncan

Member Resource: High Priority Projects Committee

Recommendation: Not applicable

Draft Motion: Not applicable

Background

The Committee will meet just before the Policy Committee meeting. The Committee has two charges:

1. To develop a recommendation for a PACTS submission to Congress for a FY 2008 annual appropriations earmark(s). The Committee will submit a proposal for action by the Policy Committee in February. Here is a brief status report:
  - It appears that Congress might not fund any FY 2007 transportation earmarks. However, it appears that there will be FY 2008 transportation earmarks.
  - The Committee will review a staff list of proposals today.
  - MaineDOT staff met with Delegation staff last week in D.C.
  - Rick Michaud, Mike Bobinsky and John Duncan talked last week with Senator Snowe's staff in a videoconference. We did the same with Senator Collins staff in October. In both discussions the Senators' staff spoke of the important role of MaineDOT in this process.
2. To develop a recommendation for a PACTS submission to Congress for "high priority projects" in the 2009 federal transportation reauthorization. The Committee will submit a proposal to the Policy Committee soon.

C. Staff proposal to add/cut funds regarding three collector paving projects

Staff Resource: Julia Dawson and John Duncan

Member Resource: Representatives of Saco, Old Orchard Beach and Freeport

Recommendation: Staff supports the recommendation.

Draft Motion:

1. To increase funding for PIN 13112 (Old Orchard Road in Saco) from \$184,030 to \$237,038, and for PIN 13098 (Old Orchard Road in Old Orchard Beach) from \$88,000 to \$110,000 in order that they receive the same 25% increase given last May by the Policy Committee to all other 06/07 collector paving projects.
2. To reduce the funding from \$220,000 to \$165,000 for PIN 13094 (Mallett Drive in Freeport) because the collector paving project's length has been shortened.

Background

Last May, PACTS increased the program amounts for the Saco and Old Orchard Beach projects based on Division staff design work done last spring. However, the increases that we made for these two projects were less than the 25% increases that we gave all of our other collector paving projects that month. The two projects were not done, and now have cost estimates that exceed their programmed amounts. Staff recommends that these two projects now deserve to get the same 25% increases (from their original estimates) that we gave our other collector paving projects.

PACTS has \$290,000 in FHWA funds in reserve at this time. The recommended action for PINs 13112 and 13098 would require \$55,200 in FHWA funds. Therefore, we have enough to do this.

In Freeport, faced with current cost estimates that significantly exceed the amount programmed for PIN 13094, Freeport and MaineDOT have reached an agreement (with help from Eric Ortman) to reduce by 25% the length of the PACTS project, and to reduce by 25% the PACTS contribution.

Note

Eric Ortman is drafting a proposal for a PACTS policy on adjustments to the scopes and budgets of our collector paving projects. He foresees many proposals similar to the Mallett Drive example coming during the next few months. This proposal will likely be on the February meeting agenda.

## **Agenda Item 5 – PACTS Two-Year Work Plan for July 2007 to June 2009**

Staff Resource: John Duncan

Member Resource: Rick Michaud and Mike Bobinsky

Recommendation: Staff recommends approval.

Draft Motion: To do a priority setting exercise at the February and March meetings as part of the development of our two-year work plan

### Background

In 2004 the Policy Committee adopted a set of “Tier One” *Destination Tomorrow* Strategies in order to give the PACTS standing committees, staff and members a focus in terms of implementing the Plan adopted in 2003.

In 2005 the Policy Committee adopted the current two-year “Unified Planning Work Program” (UPWP). We are now ready to develop the UPWP for the two years that start in July.

The proposal today is to broaden the priority setting process to consider any item of interest to a Policy Committee member and to conduct a work plan priority setting exercise whose results will become a principal part of this new UPWP. This is a good opportunity for us all to consider:

- How regional should be the work of PACTS compared to what we do now?
- How much will we use *Destination Tomorrow* in our work? For instance, should we establish a policy to require that we only do studies that are consistent with or directly part of our new “Tier One” list of priorities?
- What shares of our staff’s work will be on planning/policy development and implementing/administering/developing projects and programs? *John Duncan will speak on this today.*
- What will be priority activities for the standing committees?

The next page and a half is a description of the exercise (based on an optimistic schedule).

### Decision Making Process for Work Plan Priority Setting

1. Before the February 15<sup>th</sup> Policy Committee Meeting:

- PACTS, GPCOG and SMRPC staffs are asked to make lists of recommended work tasks for the coming two years. The Planning, Technical and Transit Committees are also asked to do the same.
- Staff sends the lists to the Policy Committee – along with the PACTS Mission Statement (in the bylaws), PACTS Goals (as updated in 2002 in the bylaws), and Eight Guiding Policies of *Destination Tomorrow* (2006).

2. At the February 15<sup>th</sup> Policy Committee Meeting:

- Each Policy Committee member, in turn, offers a work plan idea for consideration. A staff member facilitates the recording of the members' ideas. Another staff member serves as a scribe using a flip chart. We will follow these guidelines:
  - Policy Committee member ideas will be recorded on the flip chart. Members may choose to offer ideas from the lists prepared before the meeting.
  - No criticisms or debate at this point.
  - The more ideas the better.
  - Okay to build upon the ideas of others.
- Members continue to offer work plan ideas until no further ideas are offered.
- After all the ideas have been offered, then the members assign priority scores to each idea. The scores will be: 1 for high priority, 2 for medium priority, and 3 for low priority.
- After the meeting, staff tallies the scores and distributes them to the members for use at the March meeting.

3. At the March 15<sup>th</sup> Policy Committee Meeting:

- Members ask clarification questions regarding ideas on the February list.
- Members add new work plan ideas.... which would need to be scored??
- Members suggest changes to ideas on the February list.
- Members suggest changes in the rankings on the February list.
- The members vote on a final list of high priority work plan ideas.

4. Adoption of the UPWP for July 2007 to June 2009:

- Staff presents a draft UPWP at the April Policy Committee meeting
- Staff submits a final draft UPWP to MaineDOT, FHWA and FTA in early May
- The Policy Committee adopts a final UPWP on May 17<sup>th</sup>

## Agenda Item 6 – Consent Agenda

### Action Items

#### 1. Context Sensitive Solutions Forum and Workshop

We discussed this at our November meeting. We are going to hold a 7:00 p.m. March 29<sup>th</sup> forum open to the public, and a day-long training session for 50 to 70 people on March 30<sup>th</sup>. Julia Dawson is managing this project. MaineDOT and the Maine Association of Planners are providing the local match funds. We will use FHWA planning funds from our “Destination Tomorrow Implementation” task. Here is the budget.

\$ 700	USM Hall and technical support
\$16,150	Consultant (Project for Public Spaces, located in New York City)
\$ 1,300	Training location and food
<u>\$ 1,925</u>	Other (including possible speaker from NHDOT and other costs)
\$20,000	Total

#### 2. Gorham Commuter and USM Bus Service Plan

GPCOG is going to do a plan for how to expand the existing USM bus service with additional service to provide commuter express bus service and access to jobs for the public. David Willauer shared the scope of work with the Transit Committee last week. The \$11,500 study will be funded from the existing transit planning section of the PACTS Work Plan with FTA planning funds matched with USM and VIP Tour & Charter funds.

#### 3. Bus Routes Study for Shuttlebus and South Portland Services

SMRPC is helping the South Portland Bus Service and the Shuttlebus hire a consultant to perform a bus routes study. Participants will explain further at today’s meeting. John Duncan apologizes for the dearth of information on this here.

#### 4. Appointees to Technical and Planning Committees

There are two Policy-Committee-appointee voting seats on the Technical Committee, and two on the Planning Committee. Our bylaws state that “the members appointed by the Policy Committee shall include representatives from freight transport, marine, and air constituencies, as well as citizens concerned with alternative transportation modes, energy, air and water pollution, and other environmental protection and community quality of life issues.”

Three of the four seats are currently open. After an extensive public solicitation, PACTS staff recommends the appointment of the following people to serve:

- Gary Guerette, a civil engineer with development experience, to serve on the Planning Committee.

- Dale Mitchell, a civil engineer (and a former MPO employee), to serve on the Technical Committee.
- Jack Berman, a retired traffic engineer and counselor, to serve on the Technical Committee.

Wayne Davis, of TrainRiders Northeast, has filled one of the Planning Committee seats for about ten years.

#### 5. New Role for the Officers of our Four Standing Committees

Last month, Neal Allen suggested that we establish a working group to promote and monitor the implementation of *Destination Tomorrow*. The proposal is for the eight officers of our four standing committees to meet twice a year with staff from PACTS, GPCOG and SMRPC in order to assess progress and to suggest new directions regarding *Destination Tomorrow* and all the priorities of the Policy Committee. Significant new directions for effort by staff and committees would come to the Policy Committee.

#### 6. Comments on MaineDOT's Draft "Connecting Maine" Long Range Plan

Three months ago the Policy Committee endorsed a set of "strategic corridor investments" priorities for the MaineDOT long range plan. GPCOG, SMRPC and PACTS staff have collaborated recently in responding to MaineDOT's formal request for input on their current working draft. The input included the following:

- A recommendation that the final plan give more attention to the role of MPO's.
- Recommendations for better examples of the most significant strategic investments for "Southern Maine" and for "PACTS" on pages 83 and 84.
- A map of Southern Maine "strategic investments".

### **Information Items**

#### Timely Implementation of PACTS Collector Paving Projects

Eric Ortman and Julia Dawson are working very closely with MaineDOT's Division One staff and our municipalities to establish procedures for the timely implementation of our collector paving projects this year. This is a new role for us.

#### Draft agenda for February 15<sup>th</sup>

- Act on a staff proposal for a PACTS policy on adjustments to the scopes and budgets of our collector paving projects.
- Perform the priority setting exercise proposed in Agenda Item 5.
- Endorse a list of proposals for FY 2008 Congressional annual appropriations earmarks.
- Adopt an update of our Title VI and Public Participation Plan.

## Weekly PACTS Reports

Rick Michaud has asked John Duncan to start writing a weekly report to share with the members. You will see the first one soon. Your suggestions for content and format are welcome.

## Recent Committee Agendas

- Transit Committee
  - Welcomed Catherine Debo, the new GM of the CBITD
  - RTP project funding proposal
  - Gorham-Portland bus study, and Shuttlebus/SPBS routes study
  - UPWP priority setting process
- Regional Transit Study
  - Met for two hours on a variety of study “finishing touches” topics. A key item was the measurement of potential cost avoidance. Steve Linnell, Tom Reinauer and David Willauer are the primary staff on this.
- Planning Committee
  - GO MAINE presentation by GPCOG’s Carey Kish
  - Access management scope of work discussion with Eric Ortman
  - Title VI and Public Participation Plan update with Julia Dawson
  - Context sensitive solutions event with Julia Dawson
- The Technical Committee did not meet in December, nor in January.

## Personnel Changes

- Catherine Debo, the new GM of the CBITD, started this month. Catherine has worked in Madison (WI), Burlington (VT), Greenfield (MA) and Bedford (NH).
- The METRO’s new GM, David Redlefsen will start in February. David will move here from Long Island, New York.
- MaineDOT’s Randy Dunton has taken a job with Gorrill-Palmer.
- MaineDOT’s Bruce Munger has taken a job with Gorrill-Palmer.
- MaineDOT’s Bob Watson is the new Division Manager in Presque Isle.
- Portland’s City Engineer, Eric Labelle, has taken a job with the City of Auburn.