

# PACTS

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Portland Area Comprehensive Transportation Committee

## **PACTS Policy Committee Meeting Notice**

January 17, 2008  
1:30 p.m.

GPCOG, 68 Marginal Way, Portland

- 1. Call to order**
- 2. Public Comment**
- 3. Minutes of the December 20<sup>th</sup> Meeting**
- 4. PACTS Process Review**

Action on two requests for Policy Committee guidance

- 5. Consent Agenda**
- 6. Adjourn**

*Next Meeting: February 21<sup>st</sup> at 1:30*

*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)

## Attachments for the January 17<sup>th</sup> Policy Committee Meeting

### Minutes of the December 20<sup>th</sup> Meeting

**Members Present:** Mike Bobinsky, Chair, Portland; Neal Allen, GPCOG; John Bubier, Biddeford; David Cole, Gorham; MaryAnn Conroy, Old Orchard Beach; Kevin Donoghue, Portland; Dale Doughty, MaineDOT; Kathi Earley, Portland; Jim Gailey, South Portland; Joe Gray, Portland; Tex Haeuser, South Portland; Mike McGovern, Cape Elizabeth; Tom Meyers, Public Transportation; Dale Olmstead, Freeport; Ron Owens, Scarborough; Nathan Poore, Falmouth; Nat Tupper, Yarmouth; Conrad Welzel, MTA

**Members Absent:** Jerre Bryant, Westbrook; Rick Michaud, Saco; John Perry, FHWA; Anthony Plante, Windham; Bill Shane, Cumberland; Paul Schumacher, SMRPC; Scott Tilton, North Yarmouth

**Staff and Guests:** Maddy Adams; GPCOG; Tony Donovan; John Duncan, PACTS; Sara Hines, Portland Resident; Dan Jenkins, Portland resident; Steve Linnell, GPCOG; Markos Miller, Portland resident; Tom Milligan, Biddeford; Paul Niehoff, PACTS; Steve Scharf, Portland resident; and three other Portland residents

- (1) **Call to Order.** Mike Bobinsky called the meeting to order at 1:35 p.m. Introductions were made.
- (2) **Minutes of September 20, 2007 meeting.** *A motion was made to approve the minutes, seconded by Kathi Earley. The motion passed.*
- (3) **PACTS Organizational Change.** A transition team has been formed which includes past and present chairs of the Policy Committee and present chairs of the Planning, Technical and Transit Committees. The transition team has held two meetings to date. They are looking at the best of the four models that resulted from the retreats. They are looking at how much regional control we want to establish versus organizing sub-regional groups. The composition of the sub-regional groups could include the old PACTS towns, the southern towns, and the northern towns that are new to PACTS. Falmouth could choose to be part of the old PACTS group if they want, and Windham may want to be included in the old PACTS group. The Transit Committee is working well. To make the process more efficient, the idea of merging the Planning and Technical Committees together might be considered. It would be more efficient if the total number of committee members was knocked down to 11 or 12 or something like that. The transition team is looking at a February timeframe of reporting back to the full committee.
- (4) **Capital and Planning Topics.**
  - 4a. Report on MaineDOT funding initiatives for MPO's. MaineDOT will increase the State match for the 2010/2011 PACTS allocation by about \$350,000, up to a new total of roughly \$1,000,000. This match will come to PACTS as a block rather than tied to projects after we program them. MaineDOT will let us use these State funds to match federal funds as we always have, or to match local funds only. MaineDOT will also increase the match (almost double) that they give us for our administration of the planning work program. We will have the option to use these funds as capital match. Additionally, per our request, MaineDOT has reserved almost \$200,000 for us to do additional studies. They have made a decision to reserve this money but there is some time required to get it through the proper channels. Hopefully, the funds will be available in January. The projects at the top of the study list will get funded with this money. John listed some of the projects on the study list. A request was made to have the study list e-mailed to Committee members. The Policy Committee will not meet to approve the list again. The Committee accepted the report.

4b. Action on recommendations from the TIP Process Committee regarding the 2010/2011 PACTS MPO Allocation. John D. reviewed the eight recommendations from the committee list in the agenda packet. Some of the highlights include:

#2. To drop the widen road and rebuild road set-asides category.

#3. To budget \$500,000 in our intersection set-aside

#5. MaineDOT is recommending that one-third of our MPO allocations be programmed on National Highway System highways, but it is not a requirement.

#6. To confirm our existing policy which is if a project is funded for design in one biennium, we are committing to provide funding to build it in the next biennium even if the cost to build it is dramatically more than we thought. (This is different from the recommendation in the meeting packet.) This was acted upon at yesterday's TIP Process Committee meeting. The two current projects that fall into this are the Biddeford Route 1 project (\$2,000,000) and the OOB Roundabout (\$860,000).

#7. To establish a fixed \$5,000,000 budget for collector projects in the 2010/2011 biennium.

#8. To stick with our existing policy to cover all costs of 2006/2007 collector paving projects.

Nat asked about the \$9,000,000 federal funds estimate noted on the handout from the TIP Process Committee recommendation. Are we using it as a 70% federal share and that is how the bottom number is \$12,785,000? Mike McGovern noted that the TIP Committee reconfirmed the policy about the two biennium funding (#6 above) and asked if this would be a continuing policy or if it was for a particular biennium. He would like to reaffirm it for the projects that have previously been in the pipeline (OOB and Biddeford Route 1), otherwise the potential for excessive costs is likely. David Cole shared Mike's concern but added that we have been working hard to get the process of construction to be done better than in was in the past. Mike M. stated that the danger is that the costs of intersection projects are going up considerably and we may not be able to fund the construction in the second year because enough money might not be available. It was asked what would happen if there isn't money available to construct the project. Mike B. responded that the project would continue in the pipeline.

***A motion was made to approve the TIP Process Committee Recommendation draft budget for 2010/2011 MPO allocation list dated December 20, 2007 and that the policy of agreeing to fund any design projects as construction projects in the next TIP be revisited prior to the adoption of the TIP in September 2008. Tex seconded the motion.*** It was asked how we will avoid the problem of not having enough money available to do a project once it gets to the construction stage, and how we are going to make sure that we are updating costs on a regular basis. It was explained that once a project has gotten in the gate and gone through the project scoping, then it goes to PCE and then there is PDR which is a very finite number so this all should help. Dale D. added that MaineDOT estimates a modest inflation rate on projects. Tex was concerned that the amount that has been proposed for intersections isn't enough so ***he made an amendment to the motion that if we do get more than the \$9 million, that we devote the additional money to intersections up to a maximum of \$1.5 million. The amendment to the motion was seconded and passed. All were in favor of the original motion.***

4c. Adopt three projects to resubmit to Congress for '09 annual earmark candidates. This is not the same thing as the High Priority Projects list; this is an annual earmark list. There are three items on the list: Smithwheel Road and Ocean Park Road in OOB (\$400,000); Portland traffic signal coordination (\$500,000); and South Portland traffic signal coordination (\$358,920). These three projects were submitted last year but were not funded so we are tying again. ***Dale Olmstead made a motion that the Committee accept the recommendations, seconded by MaryAnn Conroy.*** Tony Donovan asked about the earmark candidates and noted that the projects have not been funded before and perhaps the committee should be looking at other projects perhaps involving transit. John explained that this particular money is not eligible to be used for transit projects. These projects are

looking at new technology, especially in the South Portland model. They have never been a high enough priority to be funded through the normal PACTS process. These projects are also ready to go. Jim G. said that he was a little concerned that we aren't putting a big push behind this. Joe G. explained that our delegates don't serve on the Congressional committees that make decisions about this type of project and that is the problem. *All were in favor of the earmark candidates list.*

4d. Report from the High Priority Projects Committee. John D. briefed the committee. We have until a year from now to submit a recommendation. A list was developed which started at 25 candidates and was narrowed down to ten. The list has been shared with a lot of outside parties and has triggered a lot of public involvement. We've received about 20 e-mails regarding the list. Also, there was an article in the Maine Sunday Telegram on this issue. Because of all the public interest, we have decided to hold a public forum in January or February. The I-295 public hearing (which will likely be scheduled in January) will be held before the public forum for the High Priority Projects. It will also address the Portland north rail planning issue, which is one of the strategies from the I-295 study.

Tex asked if the public will feel that the process is flawed if their thoughts aren't considered as strongly as they want them to be regarding the recommendations made by the HPP Committee. Proposals need to be matched with reality. We are looking at transit in a broad regional sense. John Bubier noted that, as a reality check, we need to consider the cost per mile of the various modes – rail, transit, etc. Dale D. mentioned that what we are considering today is an endorsement for projects; there will be more steps along the way to deal with STPA, etc. Kevin asked how public support is determined -- is it municipal support? Mike Bobinsky responded that public support is determined from direct feedback from the municipalities and the HPP Committee. *Mike McGovern moved that we authorize the Chair to schedule a forum for early 2008 and that we request John Duncan to post on the PACTS web site copies of all the e-mails received in response to the HPP list. Kevin Donoghue seconded the motion.*

Nathan stated that we need to make a very strong, concerted outreach effort to the public. The discussion was opened up to the public in attendance. Dan Jenkins – he appreciates the idea of a public forum and suggested having more than one forum – perhaps one in Gorham and/or Freeport. He would oppose the widening of 295 through downtown Portland. Including a rail line to Brunswick would be of great benefit to all of Southern Maine. Pedestrian friendly projects, including Veterans Bridge improvements, would be welcomed. Tony Donovan pointed out that where the forums are held will make a difference on the type of comments received. He asked if the Gorham Bypass was reliant on this type of funds. Mike B. responded that he believed so. Tony asked if the Gorham Bypass considered the Mountain Division Rail. Markos Miller said that a robust outreach to the public will provide the group with important input. In Maine, we are having a problem maintaining our current roads so why are we talking about widening them and building more? We need to come up with alternatives. We can support decisions to seek funding for alternative transportation. Alec of Portland suggested that focus groups could be used to engage public support. Public forums are incredibly important because they provide an opportunity to explain how you got from point A to where you are today. Steven Scharf of the bike/ped committee felt that the first priority should be the Veterans Bridge. The sidewalk will need to be addressed as the existing sidewalk goes nowhere. He supports enhanced transit and thought that should be priority #2. It is good economic development to support transit. We need to have multiple ways to get people around the region. Rail to Brunswick should be #3. Number 4 should go away. Tracy echoed the support for a public forum. She also supported alternative modes and transit. Alex Landry said that #3 through #7 would seriously affect his life and his neighbors in Bayside. A public forum is a very good idea. If you get public input, it could work in your favor because supporters could also write to the Congressional Delegation with letters of support. Priority #8 should be priority #3 as it is an economic development tool.

Mike McGovern noted that regarding no new roads, sometimes certain roads can be a good influence on a neighborhood. Sometimes new roads can help livability. Jim G. mentioned that the Portland region is being eyed for Active Transportation Funding. Portland Trails may be involved in getting people on board in support for this.

Dale Doughty mentioned that the Small Starts Process will be addressed at the I-295 public forum. John Bubier pointed out that we are still struggling to fund the deficit of the Downeaster from Portland to Boston. Dale O. noted that a Governor's Advisory Committee worked on that very issue and came up with a blueprint on how to solve the issue. Where is that report? Neal responded that Representative Boyd Marley has submitted a bill to implement that report. ***All were in favor of the motion regarding scheduling a public forum and listing the e-mails from the public regarding the HPP list on the PACTS web site.***

4e. Adopt new formula for sub-allocation of FTA 5307 funds. Tom Meyers explained that a subcommittee of the Transit Committee was formed to review how the allocations of FTA 5307 funds are made. With the new allocation formula, the performance based portion of the allocations will be determined by a combination of growth in Revenue Vehicle Miles and growth in Passenger Trips compared to the previous year. Services that are funded with Rural, Job Access Reverse Commute, Congestion Mitigation Air Quality, or other federal sources will not be included in the calculation. If a current service adds an additional route, the vehicle miles would be added on. If a new service were added, the equation would probably need to be looked at.

The Transit Committee also approved a one-time allocation to NNEPRA to help fund the operation of the Portland Explorer bus service last fall. The Committee agreed to refund NNEPRA the operating costs of \$8,550. ***Tom Meyers made a motion to approve the FTA 5307 allocation formula as recommended by the PACTS Transit Committee, seconded by MaryAnn Conroy. All were in favor of the motion.***

4f. Report on work in the Legislature, the STPA Rule Revisions and MPO bonding research. Dale Doughty provided an update on L.D. 1790. STPA rules are being revised using the carrot and the stick approach. Dale will provide more information about this.

4g. Act on proposals to finance two new studies:

1. Regional collector roads assessment. John Duncan explained. The Technical Committee and the TIP Process Committee both recommend this \$75,000 study. This would be an update on the baseline data that is out there. Nat asked if this will give us data that we can update year to year. Paul responded that MaineDOT assesses the collector roads every two years. This will provide us with information on the state of our collector roads, what it will cost to improve them and what needs to be done to keep them in good condition. Likely it will not involve a large expenditure of funds should it need to be updated in the future. Nat stated that it was very important to keep the data up to date and it should be included in our work plan every two years or so. We shouldn't treat this as a one-time study. Nathan said he wholeheartedly supports this study. This will be a reality check as to how our roads are.

***A motion was made to approve \$75,000 for the regional collector road assessment study as recommended by staff. The motion was seconded by Jim Gailey and all were in favor.***

2. Portland Franklin Arterial Corridor Study. The City requests that \$30,000 be allocated from the current Franklin and Marginal Way intersection PE design project which has a budget of \$486,000. Mike Bobinsky explained further. ***Nat Tupper moved approval of the above-mentioned request. The motion was seconded.*** Dan Jenkins commented that he wasn't sure that the amount of money being allocated was enough. He was concerned that Franklin Arterial be

scaled to an appropriate size for an urban environment and that it is made safe for pedestrians. Markos Miller thanked the City of Portland officials for making this a priority. He hopes they look at this open space to connect to trails. He was also concerned that \$30,000 wasn't enough. Mike McGovern said that he hopes that the City looks at the old plans to Lincoln Park and does the right kind of improvements. Mike B. noted that there are many advocates to have this project done right. Steve Scharf also lent his support for this project. The bike/ped community also supports this. *All were in favor of the motion.*

- (5) **Consent Agenda.** Mike M. recommended authorizing the Chairman to invite and appoint an additional member to the HPP Committee recognizing new membership on the Policy Committee. Tom Meyers mentioned that Pat Christian has been hired as the new director of the Western Maine Transportation Service.

MaineDOT request. John D. reported that he had received an e-mail from MaineDOT that morning regarding an amendment to the current STIP. He read it aloud. It concerned two projects for I-295. **Nat moved approval of the Consent Agenda and the new MaineDOT request. The motion was seconded and passed.**

- (6) **Adjourn.** The meeting adjourned at 4:00 p.m.

## **Agenda Item 4 – PACTS Process Review**

Member Resources: The Transition Team, Dale Olmstead and the rest of the Policy Committee

Staff Resource: John Duncan, Neal Allen and David Willauer

Draft Motions:

1. To endorse Dale Olmstead’s three motions (as detailed below): to adopt the Clean Slate structure in his memo, to allocate a portion of our MPO Allocation funds to sub-regions, and to appoint a new transition team.
2. To direct the existing Transition Team to continue working on the Clean Slate structure in Nat Tupper’s memo (details below).
3. To direct the existing Transition Team to continue working on an “Executive Committee” model with no (formal) sub-regions.

John Duncan’s Perspective: I am reluctant to head toward the formal sub-regional approach because of the potential to fracture and further complicate the PACTS process. I support the creation of an Executive Committee. While the PACTS/MaineDOT/FTA/FHWA process will always be complex, I believe that the 2004 to 2007 funding/rules rollercoaster ride is over.

### Background

The 10-member Transition Team has held three meetings since the two retreats. They agreed from the outset that the membership wants a simpler PACTS process with fewer meetings.

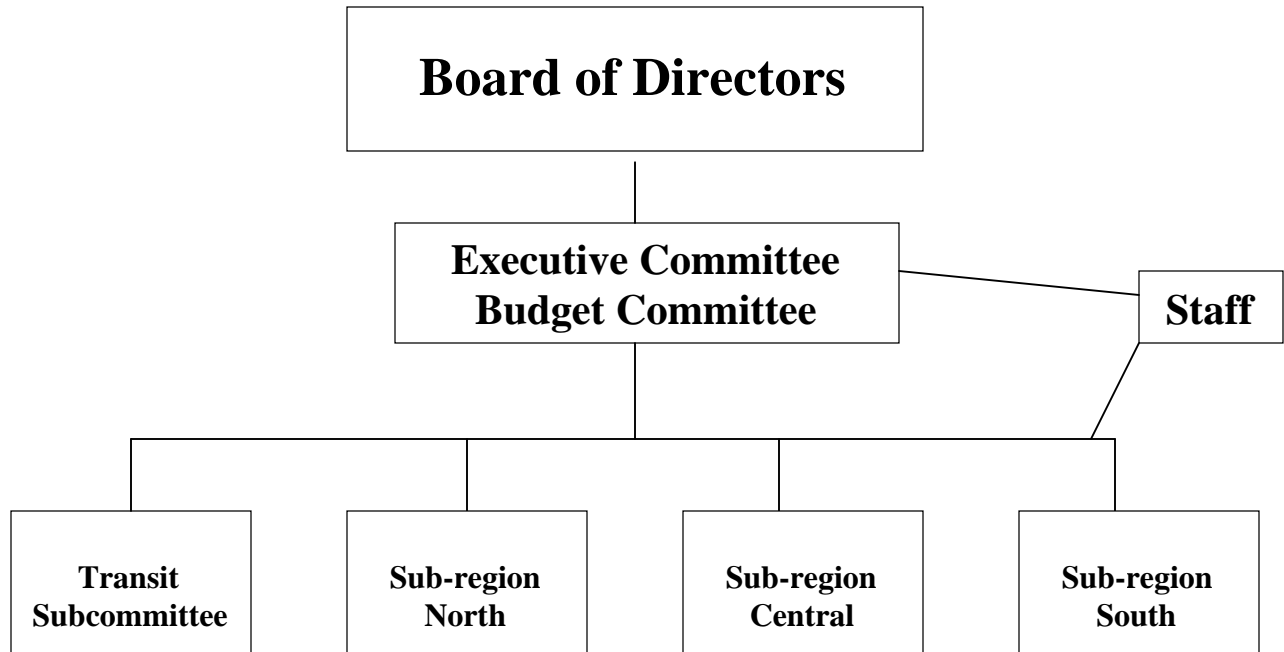
At their third meeting, they took two votes that showed a significant divide on the concept of formal sub-regions in the PACTS process. As a result they decided to return to the Policy Committee for guidance today.

This meeting packet includes the following:

1. A memorandum from Mike Bobinsky (a separate file)
2. “Clean Slate” Organizational Chart from Retreat Two on November 14<sup>th</sup>
3. Transition Team Report written by Nat Tupper
4. January 9<sup>th</sup> Clean Slate memo and flow chart written by Dale Olmstead

# “Clean Slate” Organizational Chart

## November 14<sup>th</sup> Retreat Flip Chart



### *Notes:*

1. Board of Directors includes elected officials, MTA, MDOT, etc.  
Meets 1-2 times /year, and has 20-25 members.
2. Eleven (11) members on Executive Committee – 3 from each region and 2 from Transit.
3. Executive Committee meets bi-monthly.
4. Sub-regions will include technical, planning and policy process.
5. Develop/start known budget – shares by Transit, sub-regions, etc. with override provision based on overall regional interest.
6. Planning and ALL details are worked out by region. PACTS Executive Committee prioritizes sub-region project at higher level.
7. Addresses what isn't working: Higher level Executive Committee, (smaller than Policy Committee), better communication between Technical/Planning/Policy in sub-regions, effective regional discussions, checks and balances at all levels. Budget Committee establishes funding prior to project consideration. Better use of time, Executive Committee can focus on Federal funding opportunities by delegating detail work to sub-regions.

Mr. Michael Bobinsky  
Chair, PACTS Policy Committee  
68 Marginal Way  
Portland, Maine 04101

1/14/08

Dear Mike:

The Transition Committee was appointed following the two Policy Committee retreats held at Val Halla in Cumberland in late 2007. The Transition team was charged with developing a recommendation for a new PACTS committee organizational model that was guided by and responsive to the comments and direction gleaned from the two retreats. In particular, four alternative models were developed in the retreats and the Transition Team was asked to meld or distill from the models a single recommendation. The Transition Team was further asked to review and suggest possible changes to the PACTS Mission Statement. Both the committee structure review and the Mission Statement review were to take notice of the strong possibility that the PACTS region may become designated as a "Transportation Management Area" (TMA) following the next decennial census.

The Transition Team has met on three (3) occasions and has worked on developing a new model. The Team finds itself quite evenly split on certain philosophical frameworks and is now asking to "check in" with the full Policy Committee before fully detailing out models under competing frameworks. However, core to the work of the Committee includes the following:

- The Transition Team determined that the recommended organizational model should be structured to allow easy adaptation to meet the TMA representation requirements in the future, but that the model should be appropriate for today and into the future whether or not PACTS is designated a TMA.
- The Transition Team will be addressing the Mission Statement review following work on organizational model changes and bring back recommendations to the Policy Committee for approval later.

The following summarizes the current work of the Transition Committee to date:

Coming out of the retreats the Transition Team was provided with four models to consider, three of which had the common element of allocating funds on a sub-regional level. The other model maintained the existing committee structures and allocation systems but divided the work functions of the Policy Committee between a smaller Executive Committee and a larger Policy Committee or Board of Directors. The Transition Team has refined the sub-regional allocation model to a point quite similar to the "Clean Slate" model first developed in the retreats and recently re-proposed by submittal from the Town of Freeport. For convenience sake, I will hereafter refer to the basic framework option for sub-regional allocations as the "Clean Slate" model. The discussion and attempts to detail out the Clean Slate model has exposed the philosophical differences that led about half the Transition Team back to the "Executive Committee" approach without sub-regional funding allocations. A significant portion of the Transition Team is having doubts about the wisdom and workability of sub-regional allocations, yet recognizes that developing such a model to recommend is central to its charge. Thus the

Transition Team has asked for an opportunity to check back in with the Policy Committee for further guidance.

### Clean Slate Model Summary:

The essence of this model is to create three<sup>1</sup> sub-regions of PACTS and to allocate to the sub-regions a formula share of the total MPO allocation<sup>2</sup>. The 3 regional shares would total to 70% of the total MPO allocation.<sup>3</sup> The remaining 30% would be allocated roughly as follows: Transit- 7%, Pedestrian/Bike- 3%, and 20% would be allocated for the top ranking TIP projects without regard to the sub-regional system. The Clean Slate model would continue the Transit, Planning and Technical Committee as they exist today. An Executive Committee would be created out of the Policy Committee and delegated an array of duties now exercised by the Policy Committee.

*<sup>1</sup> Variations considered include creating 4 or 5 sub-regional allocations instead of 3. The three sub-regions are South, North, and Central. South includes Biddeford, Saco and OOB. Scarborough could elect to be in either the South or Central region; North includes Freeport, Yarmouth, North Yarmouth, Cumberland and Falmouth. Falmouth could elect to instead be included in the Central region. The remaining Towns and Cities (generally the “Old PACTS”) would constitute the Central region (with or without Scarborough and/or Falmouth included). Variations considered would establish the city of Portland and a region by itself; and/or to create a “western region” to include Westbrook, Gorham, and Windham.*

*<sup>2</sup> The allocations would be established for the initial term using a formula to be determined, possibly revised periodically by the Executive Committee and approved by the Policy Committee. The Freeport proposal would allocate the funds between regions strictly on a lane miles basis. A more refined formula is still under consideration by the Transition Team but is a detail left for future discussion (e.g. weightings by sub-regions for traffic counts, population, population density, accident data, etc.)*

*<sup>3</sup> The allocations 70%-20%-7%-3% would be reviewed and altered bi-annually by the Executive Committee, and endorsed by the Policy Committee.*

The Transition Team considered a sub-regional allocation of 40% of the funds for collector paving based on lane miles of collector roads and 30% for other projects based on a formula to be determined. Each sub-region could work out its own local distribution formulas for projects including different local match requirements, weighting and scoring of projects within their sub-regional allocation. The Transition Team was closely divided on whether or not to provide sub-regional allocations with (1) some agreeing ONLY IF there was a designation of 40% of the funds to be disbursed for collector paving and (2) some agreeing ONLY IF each sub-region was entirely free to set its own priorities and whether it be 100% for paving or 0% or anywhere in between.

### Arguments for allocating to the sub-regions with few strings:.

There is only a limited amount of funding and local communities can best establish priorities amongst themselves, so a 40% allocation for collector paving may frustrate that effort. And, if PACTS “attaches strings” to the sub-regional allocations, it requires more effort and meetings at the local level and distorts sub-regional priorities.

Sub-regions are sufficiently broad that sub-regional priorities are, in fact, PACTS priorities. Moreover, if given authority to identify and fund sub-regional priorities and strategies, the sub-regions will have sufficient local connection and relevance to engage the elected officials, managers, planners, engineers (and citizens?) effectively. Rather than losing a “planning perspective”, the approach will stimulate a greater one.

Arguments allocating to the sub-regions with a requirement that a portion of the funds be used for collector paving:

In the case where 40% of the funds were to be dedicated to collector paving within a sub-region, there would be a close reflection of current PACTS overall Set-Aside policies. Essentially only 30% of the total MPO Allocation would be driven by sub-regional priorities which may or may not be consistent with PACTS priorities...70% would be directly governed by PACTS priorities. (Paving-40%, “High” Priorities-20%, Transit 7%, Ped/Bike-3%)

On the other hand, if sub-regions were free to set their own priorities completely, some members the Transition Team felt there may be a need for some form of Regional Coordinating Committee (a layer between the Executive Committee and the Sub-Regions perhaps). This led to a concern about adding additional meetings and process over smaller sums of money all of which is counter to the existing problem definition that “There is too much effort for not enough money”.

Finally there is the challenge of “built” vs. “unbuilt” roads for collector paving. Since State/Federal rules prohibit expenditure of funds for “maintenance overlays” in compact areas on un-built roads (roads that fail to meet federal design and alignment standards), it is misleading, frustrating and counter productive to mandate a percentage of the funds be used for collector paving....when a major share would need to first be spent to build those roads to standard.

A third option perhaps?

A third concept has been introduced but not yet vetted by the Transition Team. That approach would use the Executive Board concept but also create sub-regional groups who would be granted “points” to assign in the TIP scoring system. The current project scoring system provides for a two-part (differently weighted) scoring system that combines scores assigned by the TIP technical criteria and scores assigned by the Planning Committee based on consistency and advancement of Destination Tomorrow goals. It is possible to provide each sub-region an amount of “bonus points” or scoring weight to projects that best reflect their priorities. No details of this have been discussed and it was not a element identified during the retreats.

Sincerely,

Nathaniel J. Tupper,  
Transition Team “reporter”

**Clean Slate**  
**Committee and Staff Roles and Responsibilities**  
**January 9, 2008**  
**From Dale Olmstead**

**Policy Committee Responsibilities**

Composition and meeting frequency to be determined

- Distributing funds to sub-regions based on a formula
- Adopting the bi-annual budget and work program
- Appointing a technical and planning committee
- Appointing, establishing salary of and removing Director
- Creating and disbanding ad hoc committees as needed
- Approving a regional transportation plan
- Approving a bi-annual regional Transportation Improvement Program (TIP)
- Approving a 6 year regional Transportation Improvement Program (6-TIP)
- Coordinating regional TIP, plan with MDOT
- Approving transportation planning projects
- Other tasks as required by MDOT or FHA
- Hiring consultants for the purposes of performing transportation planning studies

**Executive Committee Responsibilities**

Composition to be determined; has the following function:

- Making recommendations on all items that are to be reviewed and acted upon by the Policy Committee

**Sub-region Responsibilities**

Composition of the sub-regions to be determined, each sub-regions will be responsible for the following:

- Determining who will be involved in making decisions (*i.e. managers, planners, public works directors, engineers, elected officials*)
- Determining how many votes each community has
- Recommending construction projects that can be completed with the available funds, (some or all funds may be accumulated for up to 10 years)
- Deciding what the local match will be within each sub-region,
- Completing enhanced project scoping (this can be done by staff within each sub-regional, or the sub-region can pay to have an outside consultant do the scoping at the sub-region's expense)
- Deciding how cost over runs will be handled,
- Developing a 6 year road improvement program,
- Submitting bike/ped proposals to the Policy Committee,
- Submitting proposals for planning studies

### **Planning Committee Responsibilities**

Composition to be determined

- Updating Destination Tomorrow as needed
- Developing a proposal for planning funds using the recommendations from the sub-regions and Destination Tomorrow
- Reviewing and approving the scope of work for planning proposals
- Providing a forum for planners to discuss issues relating to land use and transportation as they arise
- Performing tasks as requested by other PACTS committees

### **Technical Committee**

Composition to be determined

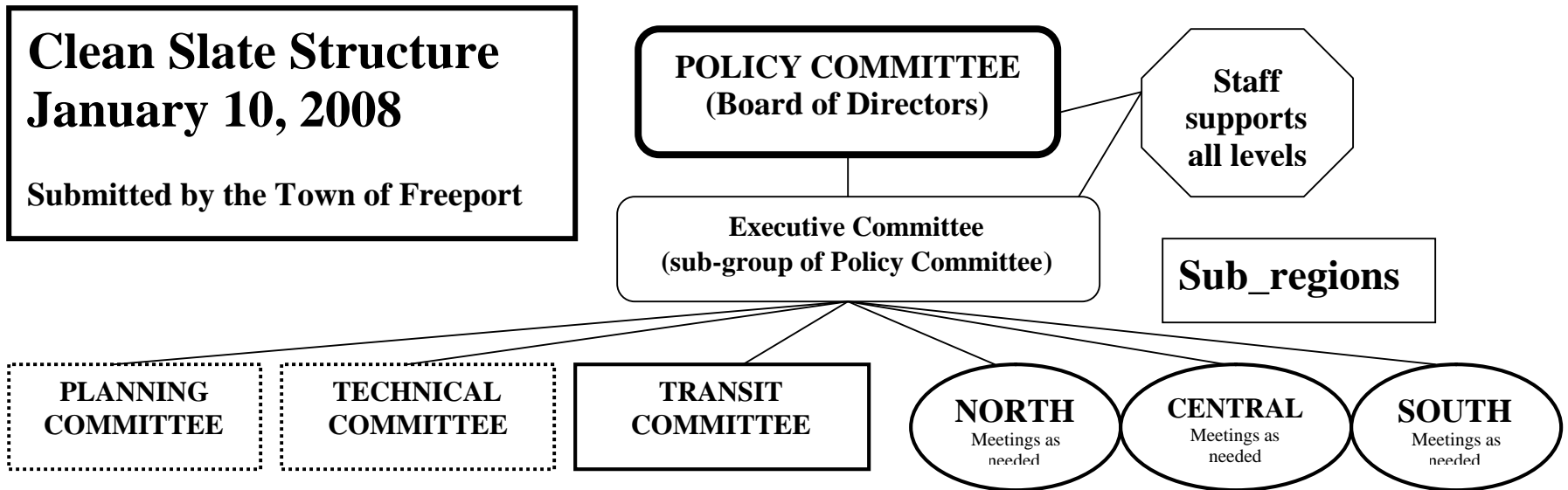
- Reviewing enhanced project scoping guidelines
- Developing TIP and 6-TIP
- Providing a forum for engineers and public works directors to discuss issues relating to transportation and infrastructure construction and improvement
- Performing tasks as requested by other PACTS committees

### **Transit Committee**

No changes are proposed

### **Staff Responsibilities**

- Reviewing sub-region proposals to assure state and federal requirements are being met.
- Developing standards for completing enhanced project scoping.
- Reviewing enhanced project scoping proposals completed by the sub-regions
- Reviewing proposed projects submitted by sub-regions to assure that they meet all state and federal guidelines. Sub-regions meet to discuss possible coordination of projects.
- Coordinating project development with MDOT
- Developing bid proposals for projects
- Providing construction inspection on PACTS funded projects
- Making recommendations to PACTS Committees to improve efficiency and effectiveness
- Coordinating transportation planning projects
- Coordination between sub-regions



***PROPOSED MOTIONS***

1. The Policy Committee agrees to adopt the Clean Slate structure above.
2. The Policy Committee agrees to allocate funding as follows: 7% transit, 3% bicycle and pedestrian projects, 20% high priority regional projects, 70% on a lane mile basis to sub-regions.
3. The Policy Committee agrees to appoint a Clean Slate Adhoc Committee comprised of the Policy Committee Chair, Vice Chair and immediate past chair, Planning and Technical Committee Chairs, and 2 members of the “clean slate group of the 2<sup>nd</sup> retreat (Joe Gray, Nathan Poore, Dale Olmstead, Tom Myers, John Duncan, Peter Morelli, Tom Milligan, Tony Plante). The Committee is tasked with:
  - a. Reviewing and refining the roles and responsibilities of committees and staff as outlined in the “Clean Slate Committee - see attached.
  - b. Recommending sub-regions (which city/town is in each sub-region)
  - c. Recommending how often committees should meet

## **Agenda Item 5 – Consent Agenda**

### Draft Agenda for February 21<sup>st</sup>

1. More on the PACTS process review.
2. A staff recommendation to develop a six year capital improvements budget in order to complement the MaineDOT's Six Year Plan
3. A report from the High Priority Projects Committee and our February public forum.
4. An update on the Active Transportation Initiative.
5. A minor transit TIP amendment.

We are very pleased to welcome Carl Eppich as our new Transportation Planner. Carl has worked for three years as Assistant Planner in Kennebunk, and at the Southern Maine Regional Planning Commission. Carl has a USM Master's Degree in Community Planning and Development.

Staff is working with the Planning Committee to hire a consultant to help us in our work to generate (in the long term) more funding to address our region's transportation needs. We have a \$10,000 budget for this kind of work.

Paul Niehoff has distributed to consultants our request for proposals for our PACTS Area Collector Road Condition Assessment.

#### Public information meetings:

- January 30<sup>th</sup> at 7:00 p.m. – MaineDOT's Portland public information meeting regarding the I-295 Corridor Study recommendations and "Portland North" passenger rail planning effort which has just started.
- February 5<sup>th</sup> – The annual GPCOG/PACTS public information session on the public participation process in regional transportation planning.
- February 12<sup>th</sup> at 7:00 p.m. – The PACTS public information meeting regarding the draft list of candidates for the 2009 Federal High Priority Projects list of projects.
- February 27<sup>th</sup> at 9:00 a.m. – An information session for all PACTS Committee members regarding the PACTS and MaineDOT capital funding policies and procedures.
- To be scheduled – A MaineDOT information meeting in our area regarding their Draft Noise Policy.

#### Recent Committee Meetings

Planning – New funding for transportation. PACTS process review. Land use planning and public transportation.

Technical – Collectors assessment. PACTS process review. MaineDOT pavement specialists.

Transit – Implementation of Coordination Study. Created "ad hoc operations" meeting process. Several other topics.