

PACTS

Portland Area Comprehensive Transportation Committee

Regional Transit Study Meeting Notice

**Thursday, May 10, 2007
9:00 a.m.**

Saco City Hall, 300 Main Street

Agenda

- 1. Call to order**
- 2. Approval of Minutes from the last meeting (attached)**
- 3. Report on Public meetings – 15 min.**
- 4. Report on status of Draft Report – 10 min.**
- 5. Process to Move the study forward – 15 min.**
- 6. Report on Regional Map and Timetable, second meeting – 10 min.**
- 7. Discussion/Next Steps**
- 8. Next Meeting Date (Month, day, time, location), Agenda**
- 9. Adjourn**

PACTS Transit Study Advisory Committee
April 12, 2007
9:00 a.m. at GPCOG

Members Present: Tom Meyers, Chair, South Portland Bus Service; Sara Behr, MaineDOT; John Bubier, Biddeford (arrived at 10:15); Catherine Debo, CBITD; Ed Clifford, ShuttleBus/ZOOM; Connie Garber, York County Community Action; Art Handman, Policy Com. Appointee; Jonathan LaBonte, MTA; Jon McNulty, RTP; David Redlefsen, METRO

Members Absent: Linda Boudreau, South Portland, Policy Com. Appointee; Dave Libby, Falmouth, Policy Com. Appointee; Mike McGovern, Cape Elizabeth, Policy Com. Appointee; Patricia Quinn, NNEPRA; Private operators

Staff and Guests: Maddy Adams, GPCOG; Susan Davis, MNGRR; Judy Harris, PDOT; Steve Linnell, GPCOG; Myranda McGowan; Tom Reinauer, SMRPC; Robert Wagner; David Willauer, GPCOG

1. **Call to Order.** Tom Meyers called the meeting to order at 9:05 a.m.
2. **Approval of March 8, 2007 Minutes.** *Art Handman moved approval of the March 8th, 2007 minutes, seconded by Connie Garber. All were in favor.*
3. **Approval of Prioritized Recommendations.** Steve reviewed the table. Number 4.8 on the table was eliminated because it was too specific. There was confusion regarding the terms “ASAP” and “soon” – which comes first? It was recommended that ASAP be changed to “underway”.

Priority #4 – Develop regional pass system – is not yet underway so the committee decided to change it to a July 07 start date. It was also suggested that spring, summer and fall be used as start dates. Change “already happening” to “underway”. Correct the typo on safety on #5 under priority #4. Robert thought that numbers 4.6 and 5 seemed to be the same thing. Steve explained that expanding the network means going to new places and 4.6 refers to frequency of service. It was suggested that 4.6 be changed to read: Improve transit to underserved locations (frequency/hours).

4. **Report on status of Draft Report.** Steve distributed a handout on operating trends (new pages 36-39). The spelling of ridership needs to be corrected on the charts.

There was some discussion regarding the title of the report – should it be Consolidation or Coordination? Judy recommended that the title remain as is because that is what the Committee was tasked with. Although she didn't personally like the title, she pointed out that we can explain in the Executive Summary that coordination is what we are looking at. The charge from the Policy Committee should also be spelled out in the Executive Summary. Should the cover say Public Transit Providers or something else? We'll need to check to see what the PACTS Policy Committee called us.

Steve L. mentioned that Linda B. was concerned with the term “impact fees” for transit (4.2 on the chart on page 7 of Executive Summary). Should it say alternative financing? Ed responded that in Biddeford/Saco, they are looking into impact fees. He thought it was okay to keep that in because it says “explore impact fees”. Connie agreed with Ed that as long as it says “explore” we should be okay.

Tom advised the Committee members to review the report independently and to send their comments to Steve. If the comments are substantive, then please reply to all.

Tom asked if there might be any volunteers interested in serving on a drafting committee to get the report to a polished form. Ed recommended that the staff cull through the comments and that we go from there. Connie suggested that a final preliminary draft be sent to her and to Tom (Chair and Vice-Chair). After the public meetings are held on April 24 and 26, then we will be able to go full speed ahead to get the report to a final stage.

5. **Public Meetings (April 24 @ Portland High and April 26 @ Saco City Hall).** Steve reported that food cannot be brought into the John Ford Auditorium at Portland High School but we can have water available. It was asked if committee members were expected to be in attendance at the public meetings. Tom M. will be there and will be running the PowerPoint presentation at both of the meetings. He said it would be nice to have some committee members present. Judy thought it would be a good idea for committee members to attend the meeting scheduled in their area. Connie didn't think that the notice would get people to the meetings – it needs to be more descriptive. Better customer service should be stressed on the public meeting notice. Jonathan noted that people using the system are the ones that we want to inform about the meeting. He asked if we could send them a notice about the meeting. Information on ShuttleBus and METRO schedules should also be provided prior to the meeting to get people to attend. Notices will be posted on the buses. Catherine added that it should be made clear that this is a multi-modal report. Tom M. will talk to Patricia to get some guidance from her regarding what the notice should say to get a good draw.
6. **Process to move the study forward.** Tom M. reported that he has spoken with Rick Michaud and John Duncan and others regarding how to proceed once the report is completed. The group decided to make this report be an addendum to *Destination Tomorrow 2006* and it would be voted on as such by the Policy Committee. How do we then implement what we want to do? We will need to be bold and follow some of the guidance from the plans from other areas that we studied during the process of this study. We should then make up a resolution for passage by each of our respective boards that acknowledges that this Plan has been adopted by the PACTS Policy Committee. Each of our boards would need to sign off on the resolution and there could be a signing event where they all sign off together. Boards will not be giving up their autonomy but will work together in a spirit of cooperation, similar to the Metro Regional Coalition. Connie asked that the Committee see the resolution before it goes to the respective boards. Tom M. will have something available at the next meeting. He felt that it was very important to have the endorsement from each of the boards. Jonathan suggested that we might want to have a special meeting to address the resolution and provide some background on the study since some of the Boards have quarterly meetings. Tom M. explained that we will want to follow the normal processes of our agencies.

Judy pointed out that implementation was not part of the Regional Transit Study Committee's charge; the Policy Committee will need to further our charge. She thought they would be surprised that we want to go further. Tom pointed out that we have used the implementation words in our report and we have charged ourselves with getting these things done. Implementation will be done through the PACTS Transit Committee rather than the Regional Transit Study Committee. David W. asked how the private sector people would be pulled into the implementation phase. Tom responded that the same approach would be used – they would be invited to sign onto the resolution.

7. **Report on Regional Map and Timetable.** Attendees at the meeting included Denise from METRO, a NNEPRA representative, a CBITD representative, Judy Harris, Ed (?) and Tom Meyers. The goal of the group was to go over a regional map that would serve tourists or people coming in on the train, etc. It would show how to get from one place to another in an easy to understand map. Jody Lapchick is the person working on the actual design of the map. The map would include insets; it is a work in progress. Art suggested that hyperlinks be included. Ed noted that this information is important for tourists but there is a need for UNE students and locals as well. Connie was unable to make that meeting and asked to see some notes of what was discussed.

8. **Discussion/Next Steps.** Connie mentioned an article entitled “Getting There from Here” that was in the AARP My Generation. She said she’d scan it and e-mail it to committee members.
9. **Next Meeting Date.** The next meeting was scheduled for May 10th at 9:00 a.m. at Saco City Hall.
10. **Adjourn.** The meeting adjourned at 10:22 a.m.