

PACTS

Portland Area Comprehensive Transportation System

Transit Committee Meeting
Thursday, July 14th, 2011, 9:30 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. **STIP Projects 2012 – 2015**
 - b. **Funding**
9. **Information Sharing/Round Table Discussion/Check-In/What's Up** – 20 min.
10. **Next Meeting Date and Agenda – July 14th, 2011 at Saco Train Station?**
11. **Adjourn**

Attachments: June 9th, 2011 PTC minutes, Status Reports, Timeline/Work Plan, Transit Committee Roster.

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

PACTS Transit Committee Meeting
June 9, 2011
9:00 A.M.

Present: Rebecca Grover (MTA), Hank Berg (CBITD), Judy Harris (Portland), Mark Nahorney (University of New England), Tom Meyers (South Portland Bus Service), Steve Kirby (METRO), Al Schutz (ShuttleBus/ZOOM), Sue Moreau (MaineDOT)

Staff/guests: Steve Linnell (GPCOG), Jennifer Puser (GPCOG), Lynne Powers (GPCOG), Carl Eppich (PACTS), Myranda McGowan (SMRPC), John Pressey (Gorham town council), Art Handman (consultant)

3. Call to order

Hank Berg called the meeting to order at 9:05 A.M.

4. Public comments

There were no public comments.

5. Approval of minutes from the May 12 meeting

Tom Meyers made a motion to approve the minutes from the May 12, 2011 meeting. Al Schutz seconded the motion and it passed unanimously.

6. Status reports

There was a public meeting on Portland's Congress Street Bus Priority Corridor study earlier this week. The consultants have been looking at what happens if the buses remain in the roadway for pick-ups and drop offs, and are recommending getting rid of many left turns on and off the street and removing stops and signals, as well as changing the direction of some of the side streets. There were five different options modeled and only one really made a difference in the projection for 2035. The consultants are recommending option 1B for further study. Art Handman was very concerned that not enough emphasis was placed on the effect on wheelchair users trying to get on the buses, and that the total delay time in the model was about three minutes saved, which he did not feel was very significant for the amount of changes that would be made. Judy Harris said that option 1B was the best but it isn't very good. In some locations, if the traffic flow on Congress Street is improved, the portals are blocked. This has to get through the Transportation Committee meeting on the 21st; they will take several meetings to study it. Her best guess was that they would go with a no-build scenario. Art said that there are things that could be done with existing schedules to create change, pointing out that the emphasis in the report was on construction and hardware.

Carl Eppich talked about the Transforming Forest Avenue study, which is looking at Forest Avenue in Portland from Park Street at the post office through Exit 6 and across the train tracks at Woodford's Corner. The idea is to find opportunities to improve mobility along the corridor and through Woodford's Corner, for car traffic and for bicycles and pedestrians, employing land use changes and traffic calming. The study has been accelerated due to the fact that the funding will evaporate after June 30. It is going well, with a lot of involvement from the neighbors and general support for some minor tweaks and some support for major changes (like re-designating some of the real estate of the street and losing some parking).

Steve Linnell said that yesterday, the transit providers heard their final vendor presentation on automatic vehicle location systems. They have seen a wide array of what is available, to help with decision-making as they prepare to put out the RFP in the fall, and are talking with the one proposer for the project engineer position.

There is a draft of the Transit-Focused Region Initiative report, though it is very rough. Once the report is in a more useable format, staff will release it for reading. The draft will be finalized for review in July. Steve said that the two transit studies that just got started had been approved to carry forward and will not lose their funding on June 30. Carl said that the Scarborough Oak Hill pedestrian plan, looking into making better transit stops there, will circle back to this committee at some point.

Added agenda item: \$240,000 reprogrammed transit set-aside

Steve said that the \$240,000 that the committee reprogrammed, that they thought was available, is no longer there, so the projects that were put forward on the assumption of that money no longer have any funding. The Executive Committee said that there is \$250,000 in the holding PIN for the credit program, which is a bonus for municipalities that do more than \$300,000 worth of work on a collector or arterial road with their own money. So far, there hasn't been much interest in the credit program this year, so there may be up to \$250,000 available in the Holding PIN. The Executive Committee asked for a recommendation of how to use that money. Steve passed around a hand-out to remind the group of the projects that are being discussed, which are three Casco Bay Lines projects and one South Portland bus. Judy cautioned that there is already at least one application for the holding PIN credit program, so there will likely be less than \$250,000 available, and the money was used last year.

Al made a motion to recommend the four projects to the Executive Committee in the following order: 1) South Portland Bus Service Surveillance, 2) Casco Bay Lines piling replacement, 3) Casco Bay Lines Transfer Bridge Apron, and 4) automatic vehicle location systems for Casco Bay Lines ferries. Mark seconded and the motion passed by unanimous vote.

7. Review timeline/work plan

Steve joked that the committee doesn't currently have anything on the schedule until March. He will work on populating the timeline with tasks. Judy suggested doing a demonstration of Portland's new traffic demand management website [TDM2go](#), for the transit group. It was agreed that that would be on the agenda for the joint planning/technical meeting in September.

8. PACTS transit study implementation status reports

A. Regional map and timetable – There is nothing to report on this front; it is currently out on the street. The next one will be in September. If transit providers know that they will be making changes, they should notify Donna Tippet of GPCOG as soon as possible. Google Transit is currently up and running, but for just METRO, the Downeaster, and the South Portland bus system. It is eventually going to include the ferry, Shuttlebus, and other modes of transportation as well.

B. Regional route study – There was a public meeting several weeks ago, where the feedback was mostly supportive of Art Handman's recommendations. The goal is to wrap

up by the end of July, with an end result of six or seven recommendations, some of which are route adjustments, some are related to timetable. These may be implemented on a case by case basis. John Pressey mentioned that there was a recent Gorham town council meeting about turning the USM express shuttle into more of a public venture. If anyone wants to view the discussion, the video is available on the Gorham town website; the meeting was on June 7. There were some negative opinions expressed, but they're moving forward with scheduling a workshop.

C. Joint transit and planning – At the most recent joint Transit/Planning Committee meeting, there were presentations on the status of the Congress Street bus priority corridor study and the Forest Avenue corridor study. The next joint meeting will be on September 1.

D. Regional pass system – The regional pass that is valid on both METRO and South Portland bus is currently in its first month and no one is certain yet how it is going to pan out. Tom said that they had expected it to be an important indicator if more than 410 passes were sold, and that number was exceeded in the first month. Another expectation had been that people who shifted to buy these regional passes would be the South Portland riders who had been using 10-ride passes. In actuality so far, the higher percentage is from people who were paying cash at the fare box. Tom felt that generally, this additional fare media as an option for regular customers is a good thing, making life simpler for customers and for the providers. He hoped to see the success of this project breed success for other fare media initiatives.

E. Other – There were no other updates.

9. **Operations committee update**

A. Regional AVL project update – Steve said that MaineDOT no longer uses the term PIN in the STIP, replacing it with WIN (work identification number). There is not a WIN for \$200,000 for the AVL project in the Holding PIN. They are going to wait to see what happens with the METRO Board's decision on providing match, to decide where to put that. Another WIN doesn't need to be created; the money just needs to be put into one of the existing WIN's.

B. Regional sign and shelter project – Ben Lake was going to provide an update on this project, but he was unable to attend the meeting due to illness. Tom mentioned that he had checked on the status of LD812, regarding advertising on bus stops/shelters. The state legislature's website stated that the bill's status was signed by the governor, which would mean that municipalities can decide what they want to do about allowing advertising at bus stops. Tom is checking with his code enforcement officer; Carl thought it was worth looking into. Judy mentioned that two Portland city councilors who are on the METRO board were strongly against this, feeling that advertising on bus shelters would ruin Portland's quality of place.

C. Regional passenger survey – The final draft is complete, at least for the Casco Bay Lines portion, and will be available soon. The METRO and South Portland data is still being tabulated.

D. Southern Maine Regional Transit Coordination Study – Steve said that the consultant

was here several weeks ago. The third meeting is scheduled for July 13, 11:00 A.M. through 1:00 P.M. Tom thought that the meeting was originally supposed to be on June 22. Steve believed that the meeting was pushed back to July because the project received more time, but he would check and let the committee know. He suggested June 15, 2:00 or 3:00 P.M., for a tour of the garage. That day didn't work for several committee members. Tom suggested meeting there first on June 22, then having the ops meeting at 12:30 P.M.

10. Other business

a. UPWP final recommendation – Steve asked if there would be a reduction in 5303. Sue Moreau replied that there would not be a significant change.

Sue said that MaineDOT is working to get South Portland in place on MODES. Castle Rock is under contract.

11. Information sharing/round table discussion/check-in/what's up

Jennifer Puser said that the editorial board meeting is confirmed for June 29, and we have our three people (Tom, Dave Redlefsen, and Sara Trafton), and will be putting out talking points shortly. Al was working on getting trolleys up and running, having consultants in, and putting a strategic plan in place. Tom said that inspectors are coming to South Portland early next week to check out ARRA grant projects, and said that Connie Garber received national recognition at the CTAA annual expo meeting last week; she was honored as the community transportation manager of the year. Tom mentioned that there are things happening that concern non-emergency medical transport and will have some impact on fixed route providers using MaineCare bus passes, but especially on paratransit. Sue said that there are some ideas in play that are very different than what Maine has done for the last 30 years, including some things that could start to dismantle the system. The discussion has actually slowed down and reached the governor's office recently. The proposal essentially says that a provider cannot broker a ride, but a broker can provide a ride; it is geared toward one state-wide broker to offer rides to their members. There is uncertainty about where this is going to wind up. Tom pointed out that it could cost more than it does now, for a reduction in service.

Sue will be visiting Tom with the FTA to inspect ARRA-funded vehicles, which South Portland has only had for about a month, as well as inspecting YCCAC's trolleys and vehicles at RTP. Steve mentioned that PACTS Title VI Plan was reviewed last month and there were some issues with outreach to minority and under-served populations; Carl said that PACTS staff is currently working on it. There was a successful GPCOG sustainability forum last week, with a full house and an engaging program. John said that the tentative date of the Gorham transit workshop is August 16 from 6:00 to 9:00 P.M., and would like to have the appropriate parties attend.

12. Next meeting date and agenda

The next meeting will be on July 14, 2011 at GPCOG.

13. Adjourn

The meeting adjourned at 10:40 A.M.

Agenda Item #4

Status Reports

1. Committee meetings:

- The **PACTS Policy Committee** meeting was held on May 19th. Agenda items included a report from the TIP Projects Efficiencies Team, adoption of the Unified Planning Work Program (UPWP) for the next two years, and election of Policy Committee officers for the coming year. The Policy Committee will meet on July 21st at 1:30 p.m.
- The **PACTS Joint Transit and Planning Committees** meeting was held on June 2nd at 9 a.m. at GPCOG. Agenda items included an update on the **Congress Street Bus Priority Corridor study and the *Transforming Forest Avenue – Integrated Transportation and Land Use* study.**
- The **PACTS Executive Committee** meeting was held on June 7th. Agenda items included local project administration, early kick-off projects, the upcoming Annual Meeting, and Maine DOT's recent letter related to the STP and ARRA funded CBITD vessel. The Executive Committee is scheduled to meet at 1:00 PM on June 14th.

2. Other Studies:

- a. The staff and Gorrill Palmer of the **Congress Street Bus Priority Study** team presented findings and recommendations to the Portland Transportation Sub-committee on June 21st. There was some concern expressed by property owners in attendance and the sub-committee made several requests for additional information. It was clarified that the recommendations were not for implementation but for further examination.
- b. The **“Transforming Forest Avenue” study** is wrapping up due to the sunset of the funds. A public meeting was held June 22nd. Presentations can be viewed at <http://www.portlandmaine.gov/forestave.htm>
- c. Main Street Connections, working on the **Southern Maine Regional Transit Coordination Study** provided a status report on June 22nd that included a summary of the draft “Existing Conditions” report, and discussion of next steps. The report is currently under review. The consultants will return on July 13th.
- d. The **Transit Operations Working Group** met on June 22nd. Agenda items included the upcoming Editorial Board meeting with the Portland Press Herald, Sign and Shelter, AVL project, Regional Route Study and the Regional Passenger Survey.
- e. The regional transit visioning initiative known as **Moving Greater Portland Toward a Transit Focused Region's** final report will be available at today's meeting.
- f. A draft of the **Portland North Alternative Modes Transportation Project** has been issued by MaineDOT. Comments are due by July 18th. Let PACTS know if you want to see a copy.

Agenda Item #5

Draft Timeline/Work Plan for the PACTS Transit Committee

Fiscal Year 2011:

June 2011

Annual evaluation of Committee (year 7)

DRAFT, Work in Progress 7/8/2011
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Participate in PACTS' TIP Process Review, including JARC

Fiscal Year 2012:

July 2011
August
September
October
November
December
January 2012
February

March Public comment period for Section 5303 and 5307 funds, 2013 (pending release of Federal Register notice)
Public Comment Period for STP proposals for 2012/2013
Update TIP
FTA Budget announced

April Appoint Nominating Committee for new Officers

May Adopt STP proposals for submission to Policy Committee

June 2012 Annual evaluation of Committee (year 8)
Elect New Committee Officers

Fiscal Year 2013:

July 2012
August
September
October
November

Revisit Allocation Formula for 5307 and STIC

Review and Approve Allocation Formula for 5307 and STIC
Develop Study Proposals for 5303 and 5307 Planning funds and UPWP
Provider information (ridership, miles, etc.) due

December
January 2013
February
March

Submit recommendation to Policy Committee for FTA Section 5307 funds
Submit 2014/2015 STP proposals to staff for ratings

Public comment period for Section 5303 and 5307 funds, '14/'15 (pending release of Federal Register notice)
Update TIP
FTA Budget announced

April
May
June 2013

Appoint Nominating Committee for new Officers

Annual evaluation of Committee (year 9)

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

Nothing to report at this time.

Agenda Item #6 b Regional Route Study

GPCOG staff is finishing up mapping and demographic census data that will be completed by the end of July.

Agenda Item #6 c Joint Transit and Planning

The PACTS' **Joint Transit and Planning Committee** meeting was held on June 2nd. Agenda items included a Congress Street Bus Priority Corridor study presentation, A *Transforming Forest Avenue* presentation; and updates on the Southern Maine Partnership for Sustainable Development (HUD Grant), "Moving Greater Portland... towards a Transit Focused Region", Pedestrian Access to Transit study and Downeaster Funding awards. The next meeting will be held September 1st.

Agenda Item #6 d Regional Pass System

The Pass is underway. Some preliminary data was shared at the last meeting, but additional information will be given from the providers once it is available.

Agenda Item #7 a Regional AVL/ITS Project

Donna Tippett has taken over as the lead on this project. METRO is the lead on the RFP. Dave is going to New York to see an AVL system (Clever Devices with voice over internet protocol, aka VOIP) in operation. Dave will approach the METRO Board and will request a \$100,000 local match for the project. The RFP should go out in October or November, 2011 and will attempt to coordinate with RTP's RFP.

Agenda Item #7 b
Regional Sign & Shelter Project

Ben Lake gave a presentation at the Ops meeting on the initial shelter inventory which included existing, planned and suggested shelters as well as potential shelter site priority criteria.

Agenda Item #7 d
Regional Passenger Survey

The Casco Bay Lines Ferry survey work has been completed. Final touches to the report are being made by staff and will be available shortly. The METRO and South Portland Bus survey data has been tabulated.

Agenda Item # 8a
STIP – 2012 - 2015

MaineDOT is putting together the STIP and would like to be sure that all of the projects are included, along with an anticipated FY when the funds will be used. We will discuss any last minute changes to this list today.

As of 7/5/11	Funding Year	Use Year ?	PIN/WIN	Agency	Project	Federal	Local	Total	
STP	x	10/11	17347	All	Sign and Shelter	\$ 271,397.60	\$ 67,849.40	\$ 339,247.00	80/20
STP	x		19464	BSOOB	Bus Replacement	\$ 160,000.00	\$ 40,000.00	\$ 200,000.00	80/20
STP	x		19465	BSOOB	Bus Shelters	\$ 80,000.00	\$ 20,000.00	\$ 100,000.00	80/20
STP		12/13		BSOOB	UNE - Downtown Bus	\$ 160,000.00	\$ 40,000.00	\$ 200,000.00	80/20
STP		12/13		BSOOB	Bus Shelters	\$ 80,000.00	\$ 20,000.00	\$ 100,000.00	80/20
STP	x	12/13	19463	CBITD	Preventive Maintenance	\$ 92,000.00	\$ 23,000.00	\$ 115,000.00	80/20
	o	08/09	14922	CBITD	AVL/ITS	\$ 120,000.00	\$ 30,000.00	\$ 150,000.00	80/20
STP	L	12/13~		CBITD	Electronic Ticketing	\$ 89,472.00	\$ 22,368.00	\$ 111,840.00	80/20
STP		10/11	Holding*	CBITD	Transfer Bridge Apron	\$ 40,000.00	\$ 10,000.00	\$ 50,000.00	80/20
STP		10/11	Holding*	CBITD	AVL	\$ 60,000.00	\$ 15,000.00	\$ 75,000.00	80/20
STP		10/11	Holding*	CBITD	Piling Replacement	\$ 127,712.00	\$ 31,928.00	\$ 159,640.00	80/20
STP	x	08/09	14920**	GPCOG	TIDS	\$ 28,800.00	\$ 7,200.00	\$ 36,000.00	80/20
STP	x	08/09	14919**	METRO	Pulse/DTC	\$ 72,226.40	\$ 18,056.60	\$ 90,283.00	80/20
STP	x	08/09	14922	METRO	AVL	\$ 346,973.28	\$ 86,743.32	\$ 433,716.60	80/20
CMAQ	x	06/07	13100	RTP	Mobile data terminals	\$ 133,464.80	\$ 57,199.20	\$ 190,664.00	70/30
STP	x		19466	RTP	AVL modules	\$ 195,690.40	\$ 48,922.60	\$ 244,613.00	80/20
	o	10/11	17349	RTP	3 PT Vehcles	\$ 132,000.00	\$ 33,000.00	\$ 165,000.00	80/20
STP		12/13		RTP	Mobile Data Terminals	\$ 195,690.40	\$ 48,922.60	\$ 244,613.00	80/20
STP	x	06/07	14124	SPBS	AVL	\$ 16,660.00	\$ 7,140.00	\$ 23,800.00	70/30
STP	x	10/11	17350	SPBS	Garage	\$ 571,567.20	\$ 142,891.80	\$ 714,459.00	80/20
STP	x	10/11	17351	SPBS	Transit Hub	\$ 288,376.00	\$ 72,094.00	\$ 360,470.00	80/20
	o	10/11	13084	SPBS	Garage	\$ 190,522.40	\$ 47,630.60	\$ 238,153.00	80/20
STP		12/13		SPBS	Mill Creek Transit Hub	\$ 165,496.00	\$ 41,374.00	\$ 206,870.00	80/20
STP		12/13		SPBS	Ops and Maintenance Buildings	\$ 190,522.40	\$ 47,630.60	\$ 238,153.00	80/20
STP		10/11	Holding*	SPBS	Bus Surveillance	\$ 12,288.00	\$ 3,072.00	\$ 15,360.00	80/20
					*Pending PACTS Executive Committee action - 7/14/11				
					~Available now (10/11) out of PACTS Holding PIN. Amount reduced from original request of	\$115,000.00			
	x				In the current draft STIP for 2012 - 2015				
	o				In previous STIP summaries but not in current draft				
	L				Letter sent to MaineDOT from PACTS to request inclusion in current and 2012-2015 STIP				
					**MaineDOT has instructed RTP to apply for these funds, and acknowledged GPCOG and METRO relinquishment.				
					These two projects should NOT be in the STIP.				

Agenda Item # 8b Funding

One of the tasks in the work plan for the new biennium is called “Optimize Funding Opportunities”. Since there are a number of transit related funding sources at the moment, staff will give a brief overview as background for the group to discuss interests and next steps.

Glossary of Terms

- ARRA American Recovery and Reinvestment Act
- AVL Automatic Vehicle Location
- BOP Biennial Operations Plan (MDOT)
- BTIP Biennial Transportation Improvement Program (MDOT)
- CMAQ Congestion Mitigation Air Quality Program (Federal Funds)
- DOE Department of Energy
- EMDC Eastern Maine Development Corporation
- FHWA Federal Highway Administration
- FTA Federal Transit Administration
- ISTEA Intermodal Surface Transportation Efficiency Act
- ITS Intelligent Transportation Systems
- JARC Job Access & Reverse Commute
- MDOT Maine Department of Transportation
- MPO Metropolitan Planning Organization (PACTS, KACTS, ATRC, BACTS)
- NNEPRA Northern New England Passenger Rail Authority (Downeaster, contracts with Amtrak)
- OPT Office of Passenger Transportation (MDOT)
- PACTS Portland Area Comprehensive Transportation System (Portland Area MPO)
- SAFETEA-LU Safe, Affordable, Flexible, Efficient, Transportation Act –Legacy for Users
- STIC Small Transit Intensive Cities
- STIP Statewide Transportation Improvement Program
- 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 (PACTS)
- 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			
Members	Affiliation	Phone	Email
Hank Berg - Vice Chair	CBITD	774-7871 x103	HankB@cascobaylines.com
Hilary Frenkel	The League of Young Voters	772-3207 (o)	hilary@theleague.com
Connie Garber	YCCAC	324-5762 x 2930	cgarber@yccac.org
Rebecca Grover	MTA	871-7771	rgrover@maineturnpike.com
Alex Jaegerman	City of Portland/Planning Rep.	874-8724	AQJ@portlandmaine.gov
Tom Meyers	SPBS	767-5556	tmeyers@southportland.org
Sue Moreau	MaineDOT	624-3239	susan.moreau@maine.gov
Mark Nahorney	UNE Assistant Dean	602-2595	mnahorney@une.edu
Patricia Quinn	NNEPRA	780-1000 x105	patricia@nneptra.com
David Redlefsen	METRO	774-0351 x17	dredlef@gpmetrobus.com
Al Schutz	ShuttleBus/ZOOM	282-5408	director@shuttlebus-zoom.com
Sara Trafton - Chair	RTP/Maine Transit Assoc.	774-2666 ext.112	trafton@rtprides.org
Private Optr Seat	See below		
<u>Staff</u>			
Maddy Adams	GPCOG	774-9891	madams@gpcog.org
Steven Linnell	GPCOG	774-9891	slinnell@gpcog.org
Jennifer Puser	GPCOG	774-9892	jpuser@gpcog.org
Tom Reinauer	SMRPC	324-2952	treinauer@smrpc.org
Rebecca Schaffner	GPCOG	774-9891	rschaffner@gpcog.org
Donna Tippett	GPCOG	774-9891	dtippett@gpcog.org
Carl Eppich	FACTS	774-9891	ceppich@gpcog.org
<u>Others and Alternates</u>			
Jack Debaradinis	RTP	774-2666 x 13	jackd@rtprides.org
Sara Devlin	MTA	871-7771 x111	sdevlin@maineturnpike.com
Kevin Donoghue	Portland City Councilor		kjdonoghue@gmail.com
Marina Douglas	NNEPRA	780-1000 x 107	Marina@nneptra.com
John Duncan	FACTS	774-9891	jduncan@gpcog.org
Cindy Farrin	MaineDOT	624-3241	cindy.farrin@maine.gov
Art Handman	Consultant	332-8300	alhandman@hotmail.com
Judy Harris	City of Portland	874-8608	jh@portlandmaine.gov
Nick Mavadones	CBITD	774-7871	nickm@cascobaylines.com
Judi Molloy	FTA	(617) 494-3488	judi.molloy@fta.dot.gov
Carlos Pena	FHWA	207-622-8350 x117	carlos.pena@dot.gov
Robert Wagner	Portland Transit Advocate	772-8812	robertwagner@alum.mit.edu
Conrad Welzel	MTA	871-7771 x126	cwelzel@maineturnpike.com
<u>Private Operators</u>			
Mike Cyr	Cyr Bus Lines	799-8527	mike@cyrbustours.com
Steve Klein	Mermaid Transportation	885-5630	gomermaid@aol.com
Dana Knapp	Concord Trailways	828-3939 x303	yconcord@maine.rr.com
Greg Isherwood	Custom Coach & Limousine	797-9100	gisherwood@customcoachandlimo.com
Allen Malony	Chebeague Transportation	846-9613	ctc@chebeague.net
Ray Penfold	VIP Tour & Charter Company	772-4457	rpenfold@maine.rr.com
Kenneth Wyman	Vermont Transit	782-0311	