



Cape Cod Metropolitan Planning Organization (MPO)

Draft Minutes | February 26, 2024, at 1:00 p.m.

Virtual Meeting

Roll Call/Attendance

<u>Members/Designees</u>	<u>Representing</u>	<u>Attendance</u>
David Mohler	MassDOT, <i>Representing Monica Tibbits-Nutt</i>	Present
Rich Bilski	MassDOT District 5, <i>Representing Jonathan Gulliver</i>	Present
Harold Mitchell	Cape Cod Commission	Present
Robert Lawton	Cape Cod Regional Transit Authority	Present
Mark Forest	Barnstable County Commissioners	Present
Brian Weeden	Mashpee Wampanoag Tribal Council	Absent
Daniel Santos	Town of Barnstable	Present
Scott Zylinski	Sub-region A: Bourne, Falmouth, Mashpee & Sandwich	Present
Peter Smtih	Sub-region B: Dennis & Yarmouth	Present
Kevin Galligan	Sub-region C: Brewster, Chatham, Harwich & Orleans	Present
Vacant	Sub-region D: Eastham, Provincetown, Truro, Wellfleet	N/A

Ex-officio Members

Cape Cod Joint Transportation Committee	Absent
NPS/CC National Seashore	Absent
US Army Corps of Engineers/Cape Cod Canal	Absent
Woods Hole, Martha's Vineyard & Nantucket Steamship Authority, <i>Bob Davis</i>	Present
Federal Highway Administration	Absent
Federal Transit Administration	Absent

Also Present

David Nolan	Cape Cod Commission
David Still	Cape Cod Commission
Steven Tupper	Cape Cod Commission
Joyia Smikle	Cape Cod Commission
Jessica Wielgus	Cape Cod Commission
Evan Costa	Cape Cod Commission
Phillip Mele	Cape Cod Commission
Colleen Medeiros	Cape Cod Commission
Sarah Colvin	Cape Cod Commission
Debra Shores	Cape Cod Regional Transit Authority
Derek Krevat	MassDOT

Shaun Handy	MassDOT
Andrew Wang	MassDOT
Colleen Pekrul	MA Safe Routes to School
Thomas Andrade	Town of Dennis
Kien Ho	BETA Group Inc
Rik Ahlberg	Bikescape.org
John York	

Call to Order/Introductions

David Mohler called the meeting to order at 1:00 p.m. Mr. Mohler provided instructions for participation in the virtual meeting and noted that the meeting was being held remotely, pursuant to Chapter 20 of the Acts of 2021, as further amended by Chapter 2 of the Acts of 2023. The roll was called to determine which members were participating remotely, as reflected in the roll call vote listed above. Attendees were invited to introduce themselves.

Steven Tupper shared Art Autorino passed away since the last MPO Meeting. Mr. Tupper expressed the Commission's condolences to Mr. Autorino's Family and to the Town of Eastham. Mr. Tupper highlighted Mr. Autorino's contributions to the Town of Eastham and served in the role of Chair for their Select Board. David Mohler called for a moment of silence.

Potential approval of prior meeting minutes

A motion to approve the draft minutes of the January 22, 2024, meeting was made by Harold Mitchell, second by Scott Zylinski. Members voted as follows:

David Mohler	Aye
Rich Biliski	Abstain
Harold Mitchell	Aye
Robert Lawton	Audio Issues
Mark Forest	Aye
Daniel Santos	Abstain
Scott Zylinski	Aye
Peter Smith	Aye
Kevin Galligan	Aye

The motion passed.

Public Comment

John York shared he would like to comment under agenda item 9, UPWP development.

Sub-region D Representative Election Process : *Staff will describe and Committee members will vote whether to approve a process for the election for the vacant Sub-region D (Town of Eastham, Wellfleet, Truro and Provincetown) Representative seat to the CCMPO for the term through December 21, 2026. If the election process is approved, the chair will accept nominations for this seat with the election to be held at the March 25, 2024, meeting.*

Steven Tupper shared Commission staff have drafted a sub-regional election process to fill the vacant seat in Sub-region D. The draft election process was provided as meeting material and details the special election process. Sub-region D nominees can be Select Board members from Eastham, Wellfleet, Truro, or Provincetown. Once staff confirms each candidate's willingness and ability to serve, a slate of candidates will be prepared and an absentee ballot distributed via email to all Select Board members of Sub Region D. Nominations may also be sent via email to stupper@capecodcommission.org. The nomination process would begin today and conclude on March 6, 2024, with the special election to occur at the March 25, 2024, meeting.

A motion to approve the Sub-region D election process was made by Kevin Galligan, second by Scott Zylinski. Members voted as follows:

David Mohler	Aye
Rich Biliski	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Mark Forest	Aye
Daniel Santos	Aye
Scott Zylinski	Aye
Peter Smith	Aye
Kevin Galligan	Aye

The motion passed.

Mr. Tupper asked if anyone in the meeting would like to make a nomination for the Sub-region D representative. No nominations were provided.

Election of Vice Chair: *Cape Cod Metropolitan Organization members will nominate and vote to elect a vice-chair of the Cape Cod Metropolitan Planning Organization.*

Steven Tupper shared the role and limited responsibilities of Vice-Chair and invited members to nominate or self-nominate a Vice-Chair of the CCMPO.

A motion to nominate Kevin Galligan as Vice-Chair was made by Harold Mitchell, second by Peter Smith. Kevin Galligan accepted the nomination and shared that he is willing to serve in the role. Members voted as follows:

David Mohler	Aye
Rich Biliski	Audio Issues
Harold Mitchell	Aye
Robert Lawton	Aye
Mark Forest	Aye
Daniel Santos	Aye
Scott Zylinski	Aye
Peter Smith	Aye
Kevin Galligan	Aye

The motion passed.

Federal Fiscal Years 2024-2028 Transportation Improvement Program

(TIP) Amendment #1: *Staff will review, and Committee members will consider, public comments and may vote whether to endorse the 2024-2028 TIP Amendment 1, which revises the list of Cape Cod Regional Transit Authority planned projects by adding the Steamship Authority Woods Hole Terminal Solar Power Project and a Community Transit planning grant that was awarded to Outer Cape Community Solutions.*

Colleen Medeiros provided an overview of the FFY 2024-2028 TIP Amendment 1 which includes the following:

- Request from Steamship Authority to allocate \$2,500.000 of the FTA 5307 Passenger Ferry Grant to support the Woods Hole Terminal Solar Project
- Program a Community Transit Grant award of \$24,992 to Outer Cape Community Solutions group who will convene a Regional Transportation Work Group to enhance mobility across the Outer Cape, starting with a needs assessment of transportation available to older adults and persons with disabilities in the most rural communities on Cape Cod
- Update CCRTA transit project listing to reflect anticipated FFY204 spending

Ms. Medeiros highlighted that one public comment has been received to date from MassDOT. The MassDOT comment notes that the Woods Hole Terminal Solar Project was inadvertently programmed in FFY 2026 for TIP Amendment 1, but it was recently updated to be programmed in FFY 2024 per revision.

A motion to endorse TIP Amendment 1 as presented was made by Harold Mitchell, second by Peter Smith. Members voted as follows:

David Mohler	Aye
Rich Biliski	Aye
Harold Mitchell	Aye
Robert Lawton	Audio Issues
Mark Forest	Aye
Daniel Santos	Aye
Scott Zylinski	Aye
Peter Smith	Aye
Kevin Galligan	Aye

The motion passed.

Federal Fiscal Year 2024-2028 Transportation Improvement Program

Adjustment #1 : *Staff will present, and Committee members may vote whether to endorse the 2024-2028 TIP Adjustment 1, which revises the document appendix to add a statewide Wrong Way Vehicle Detection System project that includes equipment installed at Route 6 and 132 ramps in Barnstable.*

Colleen Medeiros briefly reviewed FFY 2024-2028 TIP Adjustment 1. Ms. Medeiros clarified an adjustment does not require a formal public comment period. Ms. Medeiros noted the request for the adjustment was received from MassDOT Office of Transportation Planning. The adjustment would include a summary of MassDOT's Wrong Way Vehicle Detection System Pilot Study to be included in the appendix of the TIP document. There is a detection system installed at the Route 6 and Route 132 interchange (Old Exit 6). Ms. Medeiros said overall the detection systems have detected 100 wrong way vehicles, with a majority of these vehicles self-correcting. David Mohler shared that the Federal Highway Administration requires this adjustment be included when Federal funds are spent on projects in the region. The project was a state-wide project and includes this one location in the Cape Cod region.

Kevin Galligan asked if wrong way vehicle crashes are included in crash data collected by the Commission. Ms. Medeiros shared that the Commission does not have access to the crash data system, and this data is difficult to analyze. CCC staff would rely on Massachusetts State Police and MassDOT safety office for this technical analysis.

Peter Smith asked if the 100 recorded wrong way vehicles were recorded in the last fiscal year. Mr. Smith asked if the 100 wrong way vehicles were on Cape Cod or State-Wide. Ms. Medeiros and Mr. Mohler shared that the data is from all 17 state-wide locations since installation.

A motion to approve FFY 2024-2028 TIP Adjustment 1 as presented was made by Kevin Galligan, second by Scott Zylinski. Members voted as follows:

David Mohler	Aye
Rich Biliski	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Mark Forest	Aye
Daniel Santos	Aye
Scott Zylinski	Aye
Peter Smith	Aye
Kevin Galligan	Aye

The motion passed.

Federal Fiscal Year (October 1, 2024-September 30, 2025) 2025 Unified Planning Work Program (“UPWP”) Development *Staff will provide an update of the 2025 UPWP, a program which summarizes all significant transportation activities planned for the fiscal year on Cape Cod. Members may ask questions and suggest potential tasks and studies for inclusion in the 2025 UPWP.*

David Nolan delivered an overview presentation of the FFY 2025 Unified Planning Work Program. Mr. Nolan then provided an abbreviated outline of tasks performed with the UPWP typically completed by Commission Staff each year and highlighted some potential additional tasks to be included for the next year.

The following draft tasks are being considered for the 2025 UPWP:

- Task 3.1 Route 6A Visioning
- Task 3.2 Road Safety Audits, Top 50 Crash Locations with Crash Dashboard Updates
- Task 3.3 Municipally Owned Bike Rack Inventory and Flashing Beacon Signal Inventory
- Task 3.4 Low-Lying Roads and EV Charging Station Implementation
- Task 4.1 Implementing the CCRTA Strategic Plan – TIP/UPWP Coordination, other transit tasks as needed
- Task 4.2 TMA follow up/implementation and regional coordinating councils
- Task 4.3 Transit needs survey and outreach

Mr. Nolan provided a review of the towns where past UPWP projects occurred in the last five years. Mr. Nolan highlighted Eastham, Wellfleet, and Provincetown as towns that have not had a unique project of their own or combined project with surrounding towns in the last five years, but also noted that there are many regional efforts that occur each year to benefit all 15 towns.

Kevin Galligan highlighted the scoring of the Eastham/Orleans Rotary Project. Mr. Galligan emphasized the lack of TIP funding provided to Eastham to increase the scoring of equity due to

the number of J1 students during peak months. Mr. Galligan suggested the Commission take a deeper look at the sewer collection work ongoing across Cape Cod. Mr. Galligan shared that projects on the TIP could be coordinated with ongoing sewer work. Mr. Nolan shared that Commission staff would review scoring of TIP projects and would review ongoing sewer projects as it relates to regional projects.

Mr. York thanked Commission staff for including bicycle crash data as it has proven to be useful but noted current data only covers crashes that involve a motor vehicle and not bicycle-related crashes due to roadway conditions. Mr. York highlighted the importance of additional planning for the Bourne Bridge and surrounding roadway network, as it may be some time before the start of the project.

Kien Ho asked who the consultant is for Safe Streets for All Action Plan. Colleen Medeiros shared the Commission currently finalizing a Request for Proposal and will be hiring a consultant.

Federal Fiscal Years 2025-2029 Transportation Improvement Program (TIP) Development: *Staff will review draft project evaluation scoring and lead a discussion on the status and readiness of current and future TIP-eligible projects. Committee members may ask questions and provide feedback on project evaluation. The TIP summarizes the regionally significant transportation infrastructure projects receiving federal funding for construction over the next five years.*

Colleen Medeiros provided an overview of the Transportation Improvement Program (TIP) and the process for the development of the FFY 2025-2029 TIP. Ms. Medeiros shared the updated regional targets over the next five years. Ms. Medeiros then briefly highlighted the FFY 2025-2029 Draft CCRTA Transit Projects listing, which includes operation assistance, bus replacements, support equipment and hardware and facility and system modernization. Ms. Medeiros highlighted several projects to support the CCRTA's transition to an electric fleet. Ms. Medeiros briefly described the updated TIP project evaluation criteria and reviewed the list of TIP projects based on current scoring.

Ms. Medeiros then presented a summary of the TIP project readiness recommendations from MassDOT. Ms. Medeiros then briefly reviewed several draft FFY 2025-2029 TIP funding scenarios and highlighted the pros and cons of each scenario displayed as well as the projected costs. Ms. Medeiros also briefly reviewed list of the FFY 2029 eligible TIP projects.

Ms. Medeiros shared an overview table displaying distribution of TIP funds by community over the last five and ten years. Ms. Medeiros highlighted Eastham as the only town that has not received TIP funding in the last 10 years.

Ms. Medeiros shared a summary of TIP public comments received in the last year. These included support for Vision 88 projects, Mashpee Rotary project, Barnstable Route 6A sidewalk project, and Barnstable Park and Ride project. Ms. Medeiros also noted one public comment that was received recently in regard to support for the Mashpee Rotary project to be considered for future TIP funding.

Mark Forest asked if there was a plan to include EV chargers as part of the TIP. Ms. Medeiros shared that a number of grant programs are available for EV chargers and that EV chargers are not currently TIP eligible. Mr. Forest highlighted questions received regarding this topic from constituents and asked what the best response was. Ms. Medeiros shared that EV charging could be a future agenda item.

Reports

MassDOT staff will discuss the status of the Transportation Improvement Program projects and the Cape Cod Canal Area Transportation Improvement Program. Cape Cod Regional Transit Authority and Cape Cod Commission staff will report on recent and upcoming transportation initiatives across Cape Cod.

Richard Bilski provided the following project updates from MassDOT:

Project Year	Project Name	MassDOT Update
2024	Mashpee , Route 151 Phase 2	PS&E expected February 2024/advertisement expected June 2024
2024	Harwich , Route 28 sidewalk installation	Project advertisement expected August 2024
2024	Dennis/Yarmouth , Bass River Bridge Replacement	Project advertisement expected August 2024
2024	Yarmouth/Barnstable – Cape Cod Rail Trail Extension	PS&E under review/Project advertisement expected August 2024

CCRTA Updates

Deb Shores provided an update for the CCRTA. Ms. Shores shared the newly implemented Go-Card and free fares has been well received by passengers who are seniors or persons with disability. Ms. Shores noted increased ridership with SMART DART service due to increased programmed hours and highlighted future plans to expand service across the region.

CCC Updates

Colleen Medeiros provided an update for the Commission. Ms. Medeiros shared the MassDOT Innovation Conference that will be held April 30, 2024, and May 1, 2024, at the DCU Center in Worcester. Ms. Medeiros shared the Commission is now accepting applications for summer traffic technicians.

Ms. Medeiros shared the following meeting dates for Low-Lying Roads Alternatives :

- Chatham – February 29, 2024, at 6PM (Virtual)
- Falmouth – March 28, 2024, at 6PM (Virtual)

Meeting information can be found at <https://www.capecodcommission.org/our-work/low-lying-roads-project/>.

Ms. Medeiros shared the following grant opportunities:

- MA DER Culvert Replacement Municipal Assistance – February 2024
<https://www.mass.gov/how-to/culvert-replacement-municipal-assistance-grant-program>
- MA Vulnerability Preparedness – March 2024
<https://www.mass.gov/info-details/mvp-action-grant>
- AARP Community Challenge – Due March 6, 2024
Transportation/mobility project to benefit residents age 50+ (walk/bike audits, vibrant public spaces, etc.) <https://www.aarp.org/livable-communities/community-challenge/info-2024/2024>
- T-Mobile Hometown Grants – Quarterly grants available up to \$50,000
The grants will help fund projects that foster local connections, like technology upgrades, outdoor parks/trails, the arts, and community centers. <https://www.t-mobile.com/brand/hometown-grants>

New Business

Topics not reasonably anticipated by the Chair more than 48 hours before the meeting.

No new business was discussed.

Adjourn

A motion to adjourn was made by Peter Smith, second by Harold Mitchell. Members voted as follows:

David Mohler	Aye
Rich Biliski	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Mark Forest	Aye
Daniel Santos	Aye
Scott Zylinski	Aye
Peter Smith	Aye
Kevin Galligan	Aye

The motion passed.

The meeting was adjourned at 2:11 p.m.

Documents Used/Received

2024-02-26 CCMPO Meeting PowerPoint Presentation
2024-01-22 CCMPO DRAFT Minutes
2024-02-26 CCMPO Agenda
FFY 2024-2028 TIP Amendment 1
FFY 2024-2028 TIP Adjustment 1
FFY 2025-2029 draft TIP Project Evaluations
Draft MPO Election Process 2024 special election for Sub-region D
FFY 2024-2028 MassDOT TIP Amendment 1 Public Comment