

Cape Cod Joint Transportation Committee (CCJTC)

Cape Cod Commission Conference Room
3225 Main Street (Route 6A), Barnstable, MA 02630

Minutes – Friday, May 10, 2013

<i>Name</i>	<i>Representing</i>
George Allaire, P.E., Chairman	Yarmouth, Dept. of Public Works (DPW) Director
Joseph Rodricks, P.E., Vice-Chairman	Dennis, Town Engineer
Roger Parsons, P.E.	Barnstable, Town Engineer
Neil Andres	Town of Eastham, DPW Superintendent
Charleen Greenhalgh	Truro, Assistant Administrator
Catherine Laurent	Town of Mashpee, DPW Director
Bob Bersin, P.E.	Town of Brewster, DPW Superintendent
Paul Tilton	Sandwich, Dept of Public Works Director
Lincoln Hooper	Harwich, Dept. Of Public Works (DPW)
Edward Gross, MD	Bicycle Representative
Callida Cenizal	MassDOT
William Travers	MassDOT, District 5
Timothy Kochan	MassDOT, District 5
Joe Magni	VHB, Inc.
Dennis Walsh	Cape Cod Regional Transit Authority (CCRTA)
Sallie Riggs	Bourne Financial Development (BFDC)
Robert Burgmann, P.E.	Greenman-Pederson Inc. (GPI)
Steve Tupper	Cape Cod Commission
Lisa Dillon	Cape Cod Commission
Lev Malakhoff	Cape Cod Commission
Glenn Cannon, P.E.	Cape Cod Commission
Clay Schofield	Cape Cod Commission

Call to Order: Chairman George Allaire, P.E. called the meeting to order at 8:30. Upon a motion by Neil Andres, second by Joe Rodricks, the minutes of the April 12, 2013 were approved. Paul Tilton abstained from the vote.

Nominating Committee

Paul Tilton was designated as a convener for the JTC nominating Committee. Mr. Tilton will email nominees for next year's CCJTC officers to be voted on at the next meeting.

Other Business

Glenn Cannon discussed the restructuring at the Cape Cod Commission. The positions of Senior Transportation Planner held by Priscilla Leclerc and Engineer held by Clay Schofield are being eliminated as of June 30, 2013. The CCC appreciates their effort, professionalism, and work with the CCJTC Committee. Explaining that the restructuring will have no impact on current and future UPWP's.

Paul Tilton asked that we thank both Priscilla Leclerc and Clay Schofield for all of their hard work and technical assistance through the years.

Mr. Allaire recommended that the minutes reflect the gratitude for all of their hard work.

Preliminary Draft Cape Cod Transportation Improvement Program (TIP) for Federal Fiscal Years 2014-2017

Mr. Cannon presented the letter from Cape Cod Chamber supporting the inclusion of the Cape Cod Rail Trail extension project in Dennis and Yarmouth in the FFY 2014 Transportation Improvement Program, along with presenting items listed on TIP. Mr. Cannon asked that any correspondence regarding the TIP be directed to him.

There was a discussion regarding the Bass River Bridge element of the Cape Cod Rail Trail Project. Mr. Cannon is waiting for estimates which will reflect the latest numbers and will include utility relocation cost as requested by William Travers. Mr. Travers stated that MassDOT has plans to advance the project in 2014.

Callida Cenizal stated that the JTC will have an opportunity to review the final documents released by the MPO. Suggesting we take a motion, as there will be future opportunities to amend.

Mr. Andres motioned to go with the recommended TIP which retains the rail trail in the early year, potentially breaking out the bridge if necessary and to try and fully fund Harwich 124 in the 2nd year. Charlene Greenhalgh 2nd the motion – vote passed unanimously.

Dennis Walsh summarized the transit portion of the TIP, explaining that CCRTA is working online now with the state. Capital projects are vehicle replacement and maintenance of the Hyannis and South Dennis facilities as well as the needed equipment to continue operation of The Transit Authority.

Mr. Andres motioned to move forward with RTA portion of Tip and Ms Greenhalgh 2nd the motion. Vote passed unanimously.

Unified Planning Work Program (UPWP) UPWP Amendment for Federal Fiscal Year (FFY) 2013 UPWP for FFY 2014

Mr. Cannon discussed the Amendment to the FFY 2013 UPWP which is on page 63. Mr. Cannon stated that he needs a release of this document for the MPO meeting on May 20th.

Joe Rodricks motioned to accept the Amended FFY 2013 UPWP, Neil Andres 2nd the motion. Vote was passed unanimously.

Mr. Cannon gave a Power Point Presentation on the FFY 2014 UPWP which covered the revised budget. Apologized to Joe Rodricks for not having the breakdown on a percentage basis, will bring that back in June. Also Mr. Cannon explained that he needs to come back with numbers for Ms. Cenizal on the JARC and New Freedom project.

Ms. Cenizal suggested carrying continued projects in the updated federal fiscal year 2014 documents as well.

Mr. Allaire motioned to recommend UPWP for 2014, Paul Tilton 2nd the motion, the vote was passed unanimously.

Transportation Data Sources

Lev Malakhoff gave an overview of the tools that the Cape Cod Commission uses to gather information for our traffic count web page. The traffic count page is available on the CCC website under transportation. He explained the benefit of getting year round traffic counts, which has been difficult in the past. He further explained the mapping program which can now retrieve maps and traffic counts by clicking on the locations. This information dates back to 1984. Mr. Allaire asked how we can calculate travel time and Mr. Malakhoff explained how our traffic technicians drive around with a GPS recorder on the dashboard

to record times, which are mapped and recorded. Mr. Malakoff will send out an email which will include the traffic link.

Steve Tupper presented information on the CCC Website regarding, maps, safety and crash data. Mr. Andres asked if we still maintained GOCAPECOD which has the bridge updates. Mr. Tupper said that Bridge data is on the CCC website under the congestion link and Mr. Cannon explained that we get our information from the MassDOT website. Crash data encompasses information gathered from Police, MassDOT and RMV.

Public Comment There was none.

Other Business

Paul Tilton said he will email Nominees for Chair and Vice Chair to the Nominating Committee, which will be discussed at the next meeting.

Mr. Malakhoff announced that Bike week starts this weekend and runs until the next weekend.

Adjourn: With a motion by Mr. Andres seconded by Ms. Greenhalgh, the meeting adjourned at 9:45 am.

Attachments:

Draft Minutes from April 22, 2013

UPWP (Oct, 2012 – Sept 2013) – AMENDED, June 24, 2013

UPWP for Transportation Planning Activities (Oct 2013 – Sept 2014) – DRAFT MAY 8, 2013

Cape Cod “Highway” TIP Project Programming Alternatives – Pre-Draft TIP – May 10, 2013

TIP Project List FY 2014-2017

Preliminary TIP Project Evaluation Summary F/Y 2014-2017

Cape Cod Chamber letter of support for the Cape Cod Rail Trail Extension Project