

Cape Cod Joint Transportation Committee (CCJTC)

3225 MAIN STREET, P.O. BOX 226, BARNSTABLE, MASSACHUSETTS 02630
(508) 362-3828, Fax (508) 362-3136. www.capecodcommission.org



CAPE COD
COMMISSION

Draft Minutes: Friday, March 11, 2016

CCJTC Members

Neil Andres, Chairman
Roger Parsons, Vice Chairman
Jeff Colby
Paul Tilton
George Sala
Jay Norton
Thomas Temple
Tom Andrade
Lincoln Hooper
Frank Nichols
R. Patrick Ellis
Catherine Laurent
Mark Vincent
Edward Gross, MD
Richard Roy
Timothy Kochan
John Fuller

Representing

Eastham, Town of, DPW Director
Barnstable, Town of, Town Engineer
Yarmouth, Town of, DPW Director
Sandwich, Town of, DPW Director
Bourne, Town of, DPW Director
Truro, Town of, DPW Director
Chatham, Town of, DPW Director
Dennis, Town of, Civil Engineer
Harwich, Town of, DPW Director
Orleans, Town of, DPW Manager
Brewster, Town of, Superintendent
Mashpee, Town of, DPW Director
Wellfleet, Town of, DPW Director
Bicycle Representative
Cape Cod Commission (non-voting)
MassDOT – District 5 (non-voting)
Cape Cod Regional Transit Authority (non-voting)

Others in Attendance

Clay Schofield
Griffim Ryder
Robert Burgmann
Bill Scully
Douglas Prentiss
Glenn Cannon
Steve Tupper
Lisa Dillon
Lev Malakhoff
Patrick Tierney

Representing

Barnstable, Town of
Vanesse Hangen Burstlin, Inc.
Greenman-Pedersen, Inc.
Green International Affiliates
Stantec
Cape Cod Commission
Cape Cod Commission
Cape Cod Commission
Cape Cod Commission
Cape Cod Commission

Call to Order at 8:30 am

Upon a motion to approve the minutes of the February 12, 2016 meeting by Roger Parsons, second by Ed Gross, the vote was passed unanimously.

Glenn Cannon stated that Jessica Rapp Grassetti had a question regarding something that she said that was not in the minutes. Mr. Cannon asked Roger Parsons to let her know that she is referring to the MPO meeting she attended.

Cape Cod Joint Transportation Committee Bylaws: Cape Cod Commission staff will review draft amended bylaws for the Cape Cod Joint Transportation Committee (CCJTC) with its members. The CCJTC members will potentially vote to release the draft bylaws for public comment and conduct their own review of the bylaws at its April 8, 2016 CCJTC meeting. – Jessica Wielgus, Cape Cod Commission counsel

Ms. Wielgus presented a power point. The presentation described the six sections of articles within the DRAFT Bylaws. The articles include:

1. Name, Purpose Duties and Compliance
2. Membership
3. Officers
4. Standing Committees/Subcommittees
5. Meetings of the CCJTC
6. Amendments

Ms. Wielgus then presented the DRAFT Bylaws' for the Cape Cod Joint Transportation Committee requesting that the Committee vote to release the document for a 21 public comment period.

Upon a motion by Roger Parsons to release the DRAFT Bylaws' for the Cape Cod Joint Transportation Committee for a 21 public comment period, second by Mark Vincent, the vote was passed unanimously.

Complete Streets Policy: Cape Cod Commission staff will present a draft Complete Streets policy to those in attendance to encourage municipalities to regularly and routinely include complete streets design elements and infrastructure on roads. The Joint Transportation Committee will discuss the draft Complete Streets Policy that is presented. - Steve Tupper, CCC Transportation Planner

Mr. Tupper presented a power point. The presentation included the program tiers and rewards as well as a snapshot of the Complete Streets ten policy elements.

Mr. Tupper also presented a draft Complete Streets Policy developed by the Cape Cod Commission for purposes of possible implementation in their town. Mr. Parsons stated that this is a great start but that there may be exclusions specific to your community. Mr. Tupper cautioned about what to add/remove to the exemptions section of the document. Tom Andrade asked about the exemptions section and how that would work in historic districts and maintenance. Mr. Tupper explained that it is up to each town to include or exclude what is appropriate for their community.

Jeff Colby asked if there was a sample scoring assessment done with the policy and Mr. Tupper stated there was and it came in at 90%. He added that as you remove items from this draft be cognizant of the fact that they may be tired to scores. Mr. Cannon suggested that Mr. Tupper send out the copy that notes the scores so that you are aware of the scoring impact. Mr. Cannon also added that MassDOT is advocating for the Complete Streets Policy. MassDOT is coming out with their CIP (Capital Improvement Plan) in April and there may be additional complete street funds available.

Jay Norton asked if having the policy in place would affect other MassDOT funding sources. Mr. Cannon said no, but it's still early on in the process and that could change.

Mr. Parsons stated that we have to create bylaws with the proper wording to meet the criteria. This policy is flexible and you can add what you want to see.

Mr. Cannon added that MassDOT is interested in incorporating the project input system into the Chapter 90 process.

Mr. Tupper stated that although he presented this material today, he mentioned that Sarah Korjeff, Planner at the Cape Cod Commission did the bulk of the work on the document. He added that all of the mechanisms for this policy work through an online portal through MassDOT.

Cape Cod Transportation Improvement Program Project Evaluation Criteria: Cape Cod Commission staff will describe the proposed project evaluation criteria scoring system to be used on future projects included in the Federal Fiscal Year 2017 – 2021 Transportation Improvement Program. The Joint Transportation Committee will discuss and potentially vote to make recommendations on the criteria to be used in the proposed project selection criteria scoring system. - Steve Tupper, Cape Cod Commission Transportation Planner

Mr. Tupper presented a power point. The presentation included the project selection factors, the existing project evaluation approach, considerations for the revisions, the project evaluation criteria revision process and the DRAFT project evaluation criteria.

Mr. Tupper explained that a comparison study was done on 4 types of projects and found that the scoring was consistent with the previous project selection process.

Mr. Cannon stated that MassDOT is focusing on PRESERVATION of assets, such as pavement management.

Tim Kochan stated that he sat on the committee that came up with the scoring system. Mr. Tupper incorporated 7 out of 8 ideas that PCAC came up leaving out social equity. These 7 criteria are for modernization projects that are nearing the end of their useful life, which will be upgraded. Social equity was applied to capacity projects in which they are creating new connections. The system preservation criterion determines the condition of the primary asset to be evaluation, capacity projects are evaluated different. Don't be as concerned with scoring numbers in different categories they are looked at separately.

Catherine Laurent asked how it is possible to evaluation projects 10 years out such as pavement or signal conditions. Mr. Cannon stated that the Cape Cod Commission will be a lot more conservative on how we look at pavement conditions and will begin projecting for 10 years.

Mr. Tupper explained that social equity scoring had a weight of zero. We are looking at this as an overall scoring tool which is applied to the list of projects. This will allow us to look at each project focusing on Title VI.

Mr. Parsons asked if the scoring information would be passed on from MassDOT. Mr. Kochan stated that all project scores evaluated by PCAC have been uploaded to MassDOT's internal system and the plan is to reveal this information on MassDOT's public website.

Patrick Ellis commented that System Preservation appears to require that you evaluate the town's entire roadway system. He feels that it is a big issue to request funds for portions of the road rather than in their entirety. Mr. Kochan stated that the committee is not rewarding a town that submits a project that required major reconstruction. If a primary asset was near failure, it was scoring higher and projects there were in good to fair condition which did not score as well.

Mr. Cannon stated that Title VI is the law therefore we will comply and it does not need to be in the policy. The last overall assessment of projects within a Title VI community had 52% of the projects designated to Title VI communities. We will continue to look at this to be sure we are adding these types' projects. Mr. Cannon also stated that he is advocating that our scoring system is in line with MassDOT. Projects will first be in the TIP, STIP then the CIP and we need to be prepared.

Ms. Wielgus commented that one of the reasons that we want Title VI in your criteria is that if there is a challenge you can show that you included that criteria as part of your consideration. Social equity is not in the initial scoring, but in the second component of the evaluation.

Upon a motion by Mark Vincent requesting the Cape Cod Commission staff rate the existing projects and bring to the next meeting, second by Ed Gross the vote was passed unanimously.

2017-2021 Transportation Improvement Program (TIP) Development: The TIP is a recommended list of transportation projects to be advertised and eventually constructed using Massachusetts Department of Transportation, Federal Highway Administration and Federal Transit Administration funding for Federal Fiscal Years 2017 to 2021 (October 1, 2016 to September 30, 2021). Cape Cod Commission staff will give a presentation further explaining the process of developing the TIP. The Joint Transportation Committee will discuss which potential projects could be included in the 2017-2021 Transportation Improvement Program (TIP). - Steve Tupper, Cape Cod Commission Transportation Planner

Mr. Tupper presented a power point. The presentation included slides on the components of the TIP; MPO Highway Projects, Transit Projects and Statewide Program Highway Projects. It included a breakdown for each of the 5 years of the TIP, the funding sources and the TOTAL regional target with state match, a list of the programmed highway projects as programmed in FFY 2016-19, FFY 2017-21 MPO highway project discussion, current unprogramed projects, FFY 2016-19 statewide program highway projects and the FFY 2017-2021 TIP development schedule.

Mr. Parsons said he would like to move forward with the intersection of Rte. 6a and Rte. 132 in Barnstable. At this point it's up to communities to come forward and say where they are with their projects and determine if it's realistic to move forward with some of the projects.

Mr. Kochan did review this Pam Haznar yesterday he stated that every project listed is approved by PRC except the Barnstable Intersection Improvements at Rte. 132 and Rte. 6a as there are residents that spoke out against the project. Mr. Parsons is not aware of that issue and would like to find out more information about that so that we can move forward with that project. Mr. Ellis added that he has seen pedestrians taking risks by the College and Mr. Parsons asked

that the scope of work be extended to include that crossing. Mr. Kochan stated that he would bring this information back to MassDOT and report on such at the next meeting.

Mr. Tilton reported that MassDOT is ahead of schedule on the Sandwich, Shared Use Path project with hopes to complete by fall of this year and the vegetation plan will begin this spring as well. Mr. Cannon agreed with Mr. Tilton that this is a safety project and there has been success of our efforts moving forward with this multi-use path across the region forward. He stated that we are in discussions evaluating Woods Hole to Bourne to Provincetown with support from MassDOT and the Legislature.

Cape Cod Regional Transit Authority Comprehensive Service Assessment: Cape Cod Commission staff on behalf of the Cape Cod Regional Transit Authority (CCRTA) has completed a Comprehensive Service Assessment of the existing operations at the CCRTA to meet the mobility needs of residents, human service agency consumers and visitors to Cape Cod. Commission staff will present the finding of this study to the Cape Cod Joint Transportation Committee. - Patrick Tierney, Cape Cod Commission Transportation Planner

Mr. Tierney presented a power point. The presentation included the total annual CCRTA ridership, a map of the Cape Cod Public Transit System, report outline, 2008-2012 households with no vehicle density map, workforce density map, point of interest map, assessments of fixed and seasonal fixed route transit services, performance analysis and recommended service scenarios.

Reports: MassDOT Highway Division District 5 Staff will give a status report on existing and planned transportation projects underway across Cape Cod. Cape Cod Regional Transit Authority and Cape Cod Commission staff will report on recent and upcoming activities that staff has participated in.

Tim Kochan gave the following MassDOT updates:

2015 Projects:

- The construction bid opening is postponed to 3/15/16 for the intersection improvements at Rte. 28 and Bearses Way in Barnstable
- The resurfacing work on Rte. 6 from Dennis to Harwich was awarded to Lawrence Lynch Corp, a notice to proceed has not yet been issued

2016 Projects:

- Intersection improvements at Rte. 6A/Main Street and Rte. 28/Main Street in Orleans are being advertised in August, 2016
- 100% design plans are due in February for the construction of a multi-use path over the Bass River Bridge in Yarmouth
- Improvements on Rte. 28 from George Ryder Rd to Barn Hill Rd in Chatham are at 100% submission and the revised Right of Way plans are due June 2016
- 25% design is due 2/26/16 for the intersection & signal improvements at Falmouth Rd and Strawberry Hill Rd project in Barnstable
- 100% design plans are due mid-March for the lighting and landscaping of the roundabout at the mid-cape Highway Rte. 6 eastbound exit ramp & Rte. 149, there are no Right of Way requirements
- 25% plans for guide and traffic sign replacement on Rte. 6 have been approved

2017 Projects:

- 75% design received 3/4/16 for corridor improvements on Rte. 28 from Dennis Commons Drive to Upper County Rd in Dennis, there are 132 Right of Way actions
- 25% design plans submitted for intersection improvements at Rte. 28A and Rte. 151 in Falmouth and is under review

- Storm Water Best Management Practices will be included in the design for the resurfacing work on Rte. 6 from Harwich to Orleans and design has not begun
- MassDOT submitted comments on the revised 25% plans for Rte. 28 & Osterville-West Barnstable Rd in Barnstable
- The Cape Cod Rail Trail Extension from Station Avenue in Yarmouth to Rte. 132 in Barnstable project is at 25% design

2018 Projects:

- A public hearing was held on February 18, 2016 for the intersection improvements at Rte. 28 and Yarmouth Rd. and the 75% design plans are due late August
- Intersection improvements & related work at Rte. 6 and Main St. in Wellfleet is at pre 25% design. A road safety audit will be conducted March 30, 2016 and will need revised design schedule for submission of 25% plans

2019 Projects:

- The consultant is performing additional data collection and will present alternatives to the town in late Winter/early spring, 2016 for Intersection improvements at Rte., 28, Depot Rd, Queen Anne Rd and Crowell Rd in Chatham
- Traffic improvements at Belmont Circle at Rte. 6/28/25/Main St in Bourne are at pre 25% design
- Corridor improvements & related work on Rte. 151 from Mashpee rotary to Falmouth town line are at pre 25% design

There are 4 projects waiting funding pending Project Review Committee (PRC)

- 3 miles of resurfacing work on Rte. 6 from Dennis to Yarmouth was approved by PRC on 2/11/16
- Bicycle accommodation improvements on Rte. 6 where approved by the PRC on 2/11/16
- A shared use path in off of Service Rd in Sandwich was approved by the PRC on 2/11/16

The environmental section recommended that MassDOT design consultant review existing documentation and perform additional analysis to ensure that the proposed treatment is consistent with the MassDOT stormwater program for the Rte. 6 Eastham project.

No information on Rte. 6 sign project.

Public Comment

There was none

Adjourn

Upon a motion to adjourn the meeting by Edward Gross at 10:25 am, seconded by Mark Vincent the vote was passed unanimously

Documents and Exhibits:

CCJTC Agenda, March 11, 2016

DRAFT minutes, February 12, 2016

Cape Cod Joint Transportation Committee Bylaws, power point

DRAFT Bylaws for the Cape Cod joint Transportation Committee

Cape Cod Complete Streets Power Point

Complete Streets MODEL Policy for Adaption by Interested Cape Cod Towns

TIP Project Evaluation Criteria Power Point

Cape Cod TIP Project Evaluation Template

TIP FY2017-21 Development Power Point

Cape Cod Regional Transit Authority Comprehensive Service Assessment Power Point

Website Links from Steve Buckley