

Cape Cod Joint Transportation Committee (CCJTC)

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CAPE COD
COMMISSION

DRAFT Meeting Minutes, May 12, 2017

CCJTC Members

Catherine Laurent, Chairman
Neil Andres
Jeff Colby
Tom Andrade
Tom Temple
Paul Tilton
Jarod S. Cabral
Richard Waldo
Lincoln Hooper
James McLoughlin
Paul Tilton
Paul Graves

Representing

Mashpee, Town of, DPW Director
Eastham, Town of, DPW Director
Yarmouth, Town of, DPW Director
Dennis, Town of, Civil Engineer
Chatham, Town of, DPW Director
Sandwich, Town of, DPW Director
Truro, Town of, DPW Director
Provincetown, Town of, DPW Director
Harwich, Town of, DPW Director
Falmouth, Town of DPW
Sandwich, Town of, DPW Director
Barnstable, Town of, Town Engineer

Others in Attendance

Tim Kochan
Andrea Coates
John Fuller
Colleen Medeiros
Silvio Genao
Keith Fernandes
Stef Beaver
Grim Ryder
Glenn Cannon
Steve Tupper
Lisa Dillon
Lev Malakhoff
Jessica Wielgus

Representing

MassDOT, District 5 (non-voting)
MassDOT, District 5
Cape Cod Regional Transit Authority
McMahon Associates
BETAGroup, Inc.
VHB
VHB
VHB
Cape Cod Commission
Cape Cod Commission
Cape Cod Commission
Cape Cod Commission
Cape Cod Commission

Call to order

The meeting was called to order by the Chairman, Catherine Laurent at 8:30 am and asked that members and guests introduce themselves.

DRAFT Minutes, April 14, 2017

Upon a motion to approve the DRAFT minutes of April 14, 2017 by Neil Andres, seconded by Tom Temple, the vote was passed unanimously

Public Comment: The Cape Cod Joint Transportation Committee will hear public comment on any issue, but is particularly interested in public comment on two documents that are out for public comment; (1) the National Highway Freight Program, which identifies funds that may be used for projects that contribute to the efficient movement of freight

on the critical urban and rural freight corridors on Cape Cod; and (2) the Federal Fiscal Year 2018 Unified Planning Work Program (UPWP) Development. The UPWP is a list of transportation planning projects scheduled for funding and implementation as outlined in the Federal Fiscal Year 2018 (October 1, 2017 to September 30, 2018) UPWP document.

Mr. Cannon stated that the Cape Cod Commission is accepting public comments until Monday on both the UPWP and the Freight Study. Mr. Cannon will forward the power point presentation to the new members for review.

Cape Cod Joint Transportation Committee Selection of Officers: The Cape Cod Joint Transportation Committee (CCJTC) will nominate a slate of officers to the CCJTC for the position of Chairmen and Vice-Chair for the term beginning July 1, 2017 to June 30, 2018. The election on the slate of officers will be voted at the next scheduled CCJTC meeting in June. – Catherine Laurent, CCJTC Vice Chairman

Paul Tilton, President of the Nominating Committee, asked if there were nominations or volunteers.

Neil Andres nominated Catherine Laurent as Chairman of the CCJTC.

Neil Andres nominated Tom Andres as Vice Chairman, however due to his busy schedule he declined.

Tom Andrade nominated Jeff Colby as Vice Chairman

Upon a motion to close the nominations by Neil Andres, seconded by Catherine Laurent, the vote was passed unanimously.

Upon a motion to accept Cather Laurent as Chair, and Jeff Colby as Vice Chair by Neil Andres seconded by Tom Andrade, the vote was passed unanimously.

Potential Addition to the Federal Fiscal Years 2018-2022 Transportation Improvement Program - Route 28 Improvements in Harwich: Town of Harwich staff and their consultant (Vanasse Hangen Brustlin) will give a presentation to the Cape Cod Joint Transportation Committee (CCJTC) on the potential to improve Route 28 in Harwich, MA. The Town of Harwich may request and the CCJTC may vote to recommend that this project be included onto the FFY 2018-2022 Cape Cod Transportation Improvement Program. — Linc Hooper, Town of Harwich Department of Public Works and Vanasse Hangen Brustlin, Inc.

Lincoln Hooper stated that due to personal circumstances, he hasn't been able to attend meetings regularly, therefore Harwich hasn't been fully represented. He would like to add the Harwich Rte. 28 project to the TIP. He has been working in conjunction with the Town of Dennis and MassDOT to continue upgrades along to corridor. They are working with VHB to design the project.

Steve, VHB presented a power point on the project. The presentation outlined the Project History & Limits, MassDOT Healthy Transportation Policy, Project Need, Existing Conditions, Project Support and Recent History, Proposed Improvements and Construction Costs and Schedule.

Mr. Tupper asked if Storm Water Treatment was part of the plan due to the proximity of the Herring River and VHB stated that it will be looked at.

There was a discussion about looking at pedestrian volumes before decisions are made about crosswalks. Design engineers will be consulted before making these decisions and look at all variables. The crosswalk in the design is for crossing to the Church and further studies will determine the location. Mr. Cannon added that there are public transportation stop on the route and nowhere for a vehicle to pull over to pick up passengers.

Mr. Kochan commented on the Rte. 28 cross section. He asked about the 5ft constraints and stated that there would need to be a design exception approval. Further discussion included comments about the design and ROW as the road widens then narrows. Mr. Ryder stated that once the real survey is in they can determine the impacts.

Mr. Hooper stated that there are residents within the corridor that have applied for a historic designation called "Captains Row" and the Town of Harwich has been working with them on this. Most concerns are relative to period lighting, decorative fencing. They want the project to move forward while preserving a historic look.

Ms. Laurent stated that the estimate is based on 2020 and Mr. Hooper indicated that approximately 10% of the cost is in Dennis of the total \$5.6 Million total.

Federal Fiscal Years 2017-2021 Transportation Improvement Program (TIP) Amendment #2: The TIP is a recommended list of transportation projects to be advertised and eventually constructed using Massachusetts Department of Transportation, Federal Highway and Federal Transit Administration funding. Cape Cod Commission staff will describe a proposed Amendment to the 2017-2021 TIP in which the MassDOT Route 28 project in Dennis (#606707) will increase in cost by approximately \$1,400,000. The CCJTC may vote whether to recommend the Amended 2017-2021 TIP as described by CCC staff. - Steve Tupper, Cape Cod Commission Transportation Planner

Mr. Tupper presented the TIP Amendment document and explained that the additional funds for the project came from the state and that no public comments have been received.

There was a discussion about problems that arise relative to utility costs.

Upon a motion to recommend the FFY 2017-2021 TIP Amendment by Neil Andres, seconded by Lincoln Hooper, the vote was passed unanimously.

Federal Fiscal Years 2018-2022 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 2018 to 2022 (October 1, 2017 to September 30, 2022). Cape Cod Commission staff will give a presentation explaining the process of developing the TIP. The Cape Cod Joint Transportation Committee will discuss the proposed 2018 – 2022 TIP and may vote to make recommendations on which projects should be included on this TIP list. - Steve Tupper

Mr. Tupper presented a power point. The presentation included the Development Schedule, How to Get a Project on the TIP, Project Selection Factors, Transit Funding Programs Reflected in the TIP, 2018-2022 CCRTA TIP Project Summary, FFY 2018-22 Highway Project Discussion, State Prioritized Projects, Highway Funding for MPO Projects, FFY 2018-22 Regionally Prioritized Highway Projects and the current Unprogrammed Projects.

Mr. Andrade asked what the deadline would be to fill in the existing funding gaps. Mr. Tupper stated that it would have to be ready to be advertised by the end of 2018. Further discussion revealed that towns should try to have projects ready to fit into funding gaps.

Mr. Andres mentioned pavement management funding and Mr. Cannon stated that these projects would have to meet MassDOT standards and MassDOT has regulation policies regarding that. He asked if we could include Winter Rapid Recover which can be distributed through the Chapter 90 program. Mr. Cannon stated that he has not received an answer from MassDOT on previous requests. Mr. Temple added that he is adhering to the standards for sidewalk paving, as well as being ADA compliant. He suggested funds going toward upgrading sidewalks, milling and overlaying. Mr. Cannon has suggested separate funding for sidewalk program, shoulders and ramps to MassDOT and continues to advocate for funding to stay in our region.

Upon a motion to accept the FFY 2018-2022 TIP Development with including \$100,000 ADA compliance amount in each year excluded year 2019 by Neil Andres, seconded by Paul Tilton the vote was passed unanimously.

Mr. Kochan stated that MassDOT is looking to phase the Bourne Rte. 6 Median project. He is not aware what the \$8 million project cost is covering. Mr. Cannon added that he spoke to Ms. Haznar and this is a project that can be lengthened or contracted based on available funding.

Upon a motion to recommend Harwich fit in the available funding of the TIP by Neil Andres, seconded by Lincoln Hooper, the vote was passed unanimously.

Upon a motion to recommend Dennis/Harwich, Rte. 28 Construction in FFY 2022 within the available funding by Catherine Laurent, seconded by Jeff Colby the vote was passed unanimously.

Upon a vote to recommend FFY 2018-2022 TIP including the amendments to the Highway and Transit funding by Neil Andres, seconded by Catherine Laurent the vote was passed unanimously

Federal Fiscal Years 2018-2022 Transportation Improvement Program (TIP) Readiness: Cape Cod Commission staff will present to and discuss with the CCJTC the Readiness of Federal Fiscal Years 2018-2022 Transportation Improvement Program (TIP) projects. Readiness is whether the projects currently proposed on the FFY 2018-2022 are on schedule for advertising for construction. The TIP is a recommended list of transportation projects to be advertised and eventually constructed using MassDOT, Federal Highway Administration and/or Federal Transit Administration funding — Glenn Cannon, P.E., Cape Cod Commission Director of Technical Services

Mr. Cannon presented a TIP Project Readiness Summary and reviewed the document. Mr. Cannon commented on the Design Status of projects noting that most are PRC Approved but not ready. If funds become available, there will be projects to move forward. These projects should be ready to go should the opportunity arise.

Ms. Laurent added that if a project is at 75% design and the design standards change, new waivers must be requested. Mr. Cannon stated that we can talk about the situations as they arise. Mr. Colby added that the Barnstable – Route 28 and Yarmouth Rd Intersection project is at 75% design and questioned why we are unable to ready in 2 ½ yrs. and Mr. Cannon stated that there is a staffing issue at MassDOT. ROW and Utilities are always an issue. Mr. Kochan added that there are quite a few complications with the project and the different elements involved. We should have up update within the next few months on this project. Mr. Waldo added that the Provincetown Shank Painter Rd project is in the design phase and could be advanced if need be. Mr. Cannon stated that we could discussion further.

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.

Mr. Kochan gave the following MassDOT updates:

Project Year	Project Name	MassDOT Update 5/12/17
2017	Dennis, Rte. 28	100 % design PS&E was due in April waiting for revised design schedule
2017	Bourne, Rte. 6 & Rte. 28 Bypass Rd	Being designed out of District 5 @ 75% design. BETA designing pedestrian signals
2018	Chatham, Rte. 28 - George Ryder Rd to Barn Hill Rd	100% design, revised 100% under review
2018	Barnstable, Rte. 28 at Osterville-West Barnstable Rd	Is at 75% design, under review MassDOT comments due late July
2019	Barnstable, Rte. 28 at Yarmouth Rd	Is at 75% design, under review MassDOT comments due July
2019	Truro, Rte. 6 Bicycle Accommodations	MassDOT is advancing in house, no started
2020	Wellfleet, Rte. 6 at Main St	Expecting 25% design this summer
2020	Mashpee, Rte. 151	Expecting 25% design this summer

2020	Bourne, Belmont Circle Multi-Modal Improvements	Expecting 25% design this summer
2021	Chatham, 5-way intersection	Expecting 25% design this summer
2021	Yarmouth, Main St/North Main St/Old Main	Kick off meeting was held in March, waiting for 25% design
2022	Yarmouth Barnstable Cape Cod Rail Trail	25% design under review, need revised schedule
2022	Falmouth, Rte. 28/Rte. 151	25% design due in August
2022	Sandwich, Rte. 130/Chase Rd - Shared Use Path	Pre-25% design due in August
2022	Orleans, Rte. 28/Rte. 39	Pre-25% design

Mr. Cannon asked if communication was getting any better from the Consultants regarding schedules? This is critical to keeping projects moving forward. Mr. Kochan stated that he and Ms. Haznar are taking the lead to look closely at schedules to improve project delivery. Mr. Cannon stated that he will work closely with the towns on these schedules anticipating funding gaps adding that each year things become more and more complex.

Mr. Colby asked if there was an update on the Rte. 28 Bass River Bridge project and Mr. Kochan indicated that he would bring this to Pam and get back to the group.

Mr. Cannon stated that the Bylaws for membership were changed a few years ago, to reflect that the Town DPW Director is the representative and they can designate a public employee whom works for you as an alternate by notifying the Chairman.

Mr. Malakhoff stated that next week is Bay State Bike Week. He also mentioned that notice will be sent regarding the Year 2 Bike Rack Program along with corresponding documents.

John Fuller stated that he received an update on the Capital Investment Plan. It is a program that covers multiple long term investments across the Commonwealth which includes all MassDOT Highway and Municipal projects. He announced a meeting to present the Draft Plan on Monday, May 15 @ 6:00 PM at the Hyannis Transportation Center.

Next meeting will be in September unless something arises.

Upon a motion to adjourn the meeting at 10:20 by Neil Andres, seconded by Tom Andrade, the vote was passed unanimously.

Documents and Exhibits:

- May 12, 2017 Revised Agenda
- DRAFT April 14, 2017 Meeting Minutes
- Main Street (Route 28), West Harwich and Dennis Project Development Power Point
- FFY 2017-2021 TIP Amendment #2
- FFY 2018-2022 TIP Power Point and DRAFT Document
- FFY 2018-2022 TIP Highway Projects
- FFY 2018-2022 TIP Readiness Document
- Public Comments