

# Cape Cod Metropolitan Planning Organization (MPO)

**Cape Cod Commission Conference Room  
3225 Main Street  
Barnstable, MA 02630**

## **Minutes Monday, January 23, 2012**

<u>Name</u>	<u>Representing</u>
Clinton Bench	Deputy Executive Director, Office of Transportation Planning (OTP)/ Chairman, representing Secretary/ Chief Executive Officer (CEO) Richard A. Davey, Massachusetts Department of Transportation (MassDOT)
Mary-Joe Perry	District Highway Director, MassDOT Highway Division District 5 Office representing Frank DePaola, P.E., Administrator, MassDOT Highway Division
Pamela Haznar, P.E.	MassDOT Highway Division District 5 Office
William Doherty	MPO Representative, Barnstable County Commissioners
Peter Graham	Chairman, Cape Cod Commission (CCC) Member, Truro
Wayne Taylor	Mashpee Selectman, Sub-Region A Alternate Rep., (A= Bourne, Sandwich, Falmouth, and Mashpee)
Curtis Sears	Yarmouth Selectman, Sub-Region B Rep., (B= Yarmouth and Dennis)
Sims McGrath	Orleans Selectman, Sub-Region C Rep., (C= Brewster, Harwich, Chatham, and Orleans)
Austin Knight	Provincetown Selectman, Sub-Region D Rep., (D= Eastham, Wellfleet, Truro, and Provincetown)
Aimee Eckman	Eastham Selectman
Florence Seldin	Chatham Selectman
Paul Lagg	Town of Chatham Community Development Department
Richard Gulick	Chatham Planning Board
Rick Leavitt	West Chatham Village and Business Assoc.
Wayne Lamson	Steamship Authority
Thomas Cahir	Administrator, Cape Cod Regional Transit Authority (CCRTA)
Sallie Riggs	Bourne Financial Development Corporation (BFDC)
Chris Adams	The Delahunt Group, LLC
Chris Anzuoni	Plymouth and Brockton Street Railway Company
Calli Cenizal	MassDOT OTP
Tim Kochan	MassDOT Highway District 5
Glenn Cannon, P.E.	CCC Technical Services Director
Priscilla Leclerc	CCC Senior Transportation Planner
Lev Malakhoff, PhD.	CCC Senior Transportation Engineer

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### **Minutes Summary**

The Cape Cod Metropolitan Planning Organization (MPO) held a public meeting that included MPO Member training, Open Meeting Law, the MPO MOU Addendum, and a vote to release the Draft TIP Amendment for public review and comment.

### **Attachments Documents Used/Received:**

- New MPO Member Presentation
- Open Meeting Law
- Preliminary Draft TIP Amendment documents

**Call to order:** Chairman Clinton Bench called the meeting to order at 10:03 a.m., and introductions proceeded around the room.

### **Minutes of December 19, 2011**

Bill Doherty moved approval of the minutes, seconded by Wayne Taylor, and the vote carried with two abstentions.

**Public comment:** none.

### **MPO Member Training**

Glenn Cannon, CCC Technical Services Director, presented slides on the MPO Membership, with mention of the Cape Cod Joint Transportation Committee (CCJTC) as advisory group to the MPO, and continued with highlights of the main efforts of the MPO process, including the Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), and the Unified Planning Work Program (UPWP).

Questions and comments included:

Is the MPO MOU on the website? –Glenn will check.

How does a project get on the TIP? –Glenn suggested that perhaps Priscilla should present that topic at the next meeting, and Mr. Doherty responded that is a good idea.

Clinton Bench, MassDOT OTP Deputy Executive Director, reiterated the certification documents are:

- The **Unified Planning Work Program (UPWP)**—which is the overarching scope of work for planning in the region—this document includes the analyses, technical support, along with ongoing staff activities for each federal fiscal year. The federal fiscal year begins on October 1.
- The **Regional Transportation Plan (RTP)** is the 25-year long range transportation plan that includes the groundwork or framework for the region in the future.
- The **Transportation Improvement Program (TIP)** includes four years of specific projects that are in line for federal funding.

### **Open Meeting Law**

Glenn Cannon, CCC Technical Services Director, mentioned the form to sign in the MPO packets.

Mr. Sears commented that people serving for the town are required to take a class.

Calli Cenizal, MassDOT OTP Cape Cod Liaison, reviewed the Open Meeting Law basics – that the meeting is open to the public, the agenda is posted in a public place, rules for executive sessions are followed, and information and records are accessible.

Clinton Bench added that any debate needs to happen in an open forum. He added that if people feel comfortable signing the form today, or if they want to keep it and bring it back in a month that is fine. Clinton then directed Priscilla Leclerc to keep track of the forms from the membership.

### **MPO MOU Addendum**

Glenn Cannon reported that the Addendum to sign is to affirm membership of the MPO following the elections. The MOU acts to outline the MPO Member duties instead of bylaws. The Addendum was passed around for MPO Members present to sign.

## **Cape Cod Transportation Improvement Program (TIP) Project Update /TIP Amendment Discussion and/or Public Release**

Priscilla Leclerc, CCC Senior Transportation Planner, began presenting the changes to projects in the proposed TIP Amendment for Federal Fiscal Years 2012-2015. She pointed out that the projects with changes were highlighted on the handouts before the members, and included an increase of \$590,504 for the Route 134 project in Dennis for a total estimated cost of approximately \$4.39 million. The project is listed in different amounts because it is using funds from different sources. In addition, the Dennis bridges are being combined into one project to facilitate oversight of the design and construction schedules. Priscilla pointed out that the Upper County Road Bridge in Dennis will be closed during construction, and the Route 28 bridge will be advertised and under construction at approximately the same time so coordination is necessary.

Clinton Bench, MassDOT OTP Deputy Executive Director, explained multiple funding categories that are in the TIP.

William Doherty, County Commissioner, followed up with a comment about the potential use of technology to batch the funding to help advocates target various funding sources, such as the statewide transportation enhancements just mentioned.

Priscilla continued her review of the proposed changes, with a change to add the design of the Cape Cod Rail Trail extension to 2012 which reduces the earmark amount in TIP year 2013. In addition, the newly awarded Transit in the Parks Program projects will be added; these are for the Cape Cod National Seashore bicycle improvements and a Monomoy shuttle. Priscilla concluded by asking if there were any questions.

Mr. Doherty inquired if the CCRTA were going to operate the shuttle.

Tom Cahir replied that it would not be run by the CCRTA.

Calli Cenizal reported that the TIP includes pass-through funds in addition to funds that the MPO allocates.

William Doherty inquired about when the Bass River bridge will be replaced to allow the bike path connection.

Pam Haznar replied that it will be included in the bike path project.

Clinton inquired about the construction cost changing in the TIP Amendment for the Cape Cod Rail Trail extension.

Priscilla replied that the amount was adjusted to maintain the correct total earmark amount available, but the design scope is under review, and it was thought that the construction estimate could be adjusted during development of the next TIP for Federal Fiscal Years 2013-2016.

Calli Cenizal reiterated that it was discussed and agreed that the construction amount should be reviewed and if necessary adjusted during development of the next TIP.

Pam Haznar, P.E., MassDOT Highway District 5, Project Development Engineer, informed the group that the Chatham Mitchell River Bridge project is moving from 2012 to 2013 due to the environmental process.

Sims McGrath, Orleans Selectman, Sub-Region C Representative, inquired if moving the Chatham Bridge to 2013 has any impact to its funding.

Clinton Bench replied that the Chatham bridge is on in the Accelerated Bridge Program (ABP) which is a state program to improve bridges, and in this case, the funding does not change but moves with the project to 2013.

Florence Seldin, Chatham, Chairman, Board of Selectmen, reported that the funding was one of her main concerns when moving the bridge to 2013 came up during the teleconference. Does the ABP funding run out at some point?

Pam Haznar replied that yes, the funding expires in 2016. We need to finish the section 106 in the EA process to clear historic, then Federal Highway Administration reviews it; there is also a Coast Guard permit in process which can take up to seventeen months. That is what is taking time in the design process and has to be finished prior to advertising the project.

Curtis Sears, Yarmouth Selectman, Sub-Region B Representative, inquired about the Bass River Railroad Bridge and if there will be a widening of the culvert?

Pam Haznar responded that the Army Core of Engineers (ACOE) is doing a flushing study and requested a longer span to allow for widening of the abutment.

Mr. Sears, then inquired if the Route 6 bridge is deficient, underneath you can see deterioration – are the pilings not bearing the weight?

Pam Haznar responded that this bridge was restricted at one point, and after further testing it was found to be okay.

Curtis Sears then moved to release for public review and comment the Draft TIP Amendment with the staff changes and the Chatham bridge moved from 2012-2013, the motion was seconded by Sims McGrath and carried unanimously.

Clinton concluded the Draft TIP Amendment item by stating that it will now be out for a public comment period of at least thirty days, and will then be brought back to the MPO for endorsement consideration.

## **Reports and Other Information**

MassDOT: Pam Haznar, Project Development Engineer, District 5, provided updates on Cape Cod projects:

Dennis, Route 134 corridor, is expected to be advertised for construction this spring;

Yarmouth, Old Town House Road at Forest Road intersection project is also at 100% design and will be advertised this winter or spring;

Dennis, the Bridge projects for Upper County Road and Route 28 have been combined into one project for coordinating the completion of the design, advertising, and construction;

Falmouth, two intersection projects are near 25% design with comments given back to the design consultant;

Orleans, Route 6A at Route 28 roundabout, MassDOT is expecting 75% design submission plans soon;

Dennis Yarmouth, the Cape Cod Rail Trail extension in 2013, 2014, and 2015, a scope revision was mentioned;

Barnstable, Route 28 at Bearse's Way intersection, the consultant has put together some design concepts;

Orleans, two intersections on Main Street, the survey is complete and MassDOT will be securing a consultant for design.

Peter Graham asked whether this could all be on one document for the meeting.

Pam Haznar replied that they are in the process of revising the project update format, and then it will be available prior to the meetings.

CCRTA: Tom Cahir, Administrator, Cape Cod Regional Transit Authority (CCRTA), announced that on Monday of next week, the official opening of new transit services will be held at the Sagamore Park & Ride in Bourne at 11:00 a.m. The new services on the Upper Cape are the first in that area and will have five trips per day.

CCC: Glenn Cannon reported that the CCC is working on coordinating pedestrian signal improvements at Route 28 and Strawberry Hill Road in Barnstable, and also working with the National Park Service to move forward a pedestrian push button for crossing Route 6 at Governor Prence Road in Eastham.

**Other Business:**

***Alternate MPO Members*** Austin Knight inquired if there is a process to designate Alternates. Clinton Bench responded that a letter submitted with the Alternate Member's name is required just to have a record of who the Alternate Member is on file.

***MBTA Fare and Service*** Clinton Bench reported that twenty-two public meetings have been scheduled around the state for input on the proposed MBTA fare increases. The estimated shortfall in the MBTA budget is approximately \$160 million, and therefore the MBTA has proposed a cost increase for passengers. This is part of a scenario to reduce cuts to service by increasing the fares approximately 43%. Scenario 2 cuts about 75% of all bus service miles in the MBTA area.

***Notice at the bottom of this agenda*** Clinton Bench remarked that the notice should be checked to ensure that all protected classes under both state and federal law are included in the language.

**Next Meeting:** Monday, February 27, 2012.

**Adjournment:** The meeting adjourned at 11:41 a.m.