

Cape Cod Metropolitan Planning Organization (MPO)



CAPE COD
COMMISSION

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

Minutes: Monday, June 24, 2013

<u>Name</u>	<u>Representing</u>
Clinton Bench	Deputy Executive Director, Massachusetts Department of Transportation, (MassDOT) Office of Transportation Planning (OTP)/ Chairman, representing Richard A. Davey, Secretary/Chief Executive Officer (CEO), MassDOT
Pamela Haznar, P.E.	MassDOT Highway, Representing Administrator Frank DePaola
Sheri Warrington	MassDOT Planning
Calli Cenizal	MassDOT Planning
Timothy Kochan	MassDOT Highway Division District 5
J.D. Harris	Cape Cod Commission Chair
William Doherty	MPO Representative, Barnstable County Commissioners
Jason Steiding	Mashpee Wampanoag Tribe
Mark Ells	Town of Barnstable
Michael Richardson	Mashpee Selectman, Sub-region A
Curtis Sears	Yarmouth and Dennis
John McCormack	Yarmouth
Sue Rohrbach	Senator Wolf's District Director
David E. Burns, MD	WCAF Business West Chatham
Terry Whalen	Town of Chatham
Florence Seldin	Town of Chatham, Chair Board of Selectmen; Sub-Region C Alternate Representative (C= Brewster, Harwich, Chatham, and Orleans)
Dennis Walsh	Cape Cod Regional Transit Authority (CCRTA)
Joe Rodricks	Chair, CCJTC
Chris Adams	Delahunt Group
Larry Harman	Bridgewater State University
Lance Lambros	Senator Murray
Sallie K. Riggs	Bourne Transportation Advisory Committee
Wayne Lamson	Steamship Authority
Glenn Cannon, P.E.	Cape Cod Commission Technical Services Director
Lev Malakhoff	Cape Cod Commission Senior Transportation Engineer
Steven Tupper	Cape Cod Commission Technical Services Planner
Lisa Dillon	Cape Cod Commission Administrative Assistant

Call to order: Clinton Bench called the meeting to order at 1:00 pm and asked that each attendee introduce themselves. He noted, for the record, that the meeting was being recorded.

Mr. Bench stated that during the meeting endorsement of the Unified Planning Work Program (UPWP) FY 2014 and Transportation Improvement Program (TIP) FY 2014 will be voted on.

Minutes of May 20, 2013

Pam Haznar asked that the spelling of her name be corrected. She asked that the portion of the minutes regarding the discussion of the Bass River Bridge portion of the Rail Trail Expansion be revised. She

asked that it be entered into the minutes that MassDOT had concerns that a permit could not be secured in 2014 and therefore recommended that the bridge portion of the project be moved to 2015.

Clinton Bench asked that the comments sent to Mr. Cannon in an email be added to the minutes of the May 20th meeting. In regard to the UPWP discussion, he noticed that there is a difference in the Proposed Amendment in 2013 vs. 2014. Mr. Bench was not sure that it was clear in the discussion about the 2014 UPWP that the new FHWA INVEST (Infrastructure Voluntary Evaluation Sustainability Tool) discretionary grant needed to reflect how much money is being spent in 2013 vs 2014. He asked for confirmation that the Design Public Hearing scheduled to take place the evening of the MPO meeting would be attended by a MPO member. This hearing would allow the opportunity to discuss specifically what the reasonable termini of the new project would be. He stated that it is important that each project be properly defined. He asked that the conversation Paul Niedzwiecki spoke of regarding changes in staff would not affect the work load. He is concerned that all the funding given to the Cape Cod Commission is still being fully leveraged with the smaller number of staff.

Mr. Bench stated that he was not comfortable voting on the minutes of May 20th in this meeting given that substantial information was not included. He would prefer to vote on the minutes after the changes have been made.

Bill Doherty motioned to table the minutes from May 20, 2013 meeting and Pam Haznar the motion. The vote was passed unanimously.

JD Harris asked how this information would be incorporated into the May 20th minutes. Mr. Bench explained that staff needs to identify more details, which were outlined in an email to Mr. Cannon who then stated that the revised minutes as well as the current minutes will be redistributed for approval by the next meeting

Mr. Bench commented that he understands that there have been changes in staff and these requests are no reflection of the staff at the Cape Cod Commission's ability. He noted that Open Meeting Laws as well as the Federal Highway Administration require that the minutes accurately reflect all comments.

Public Comment:

Dr. Burns from Chatham MA, standing in for Dan Daservi a leading businessman in Chatham, conveyed that there are continued objections to the elimination of the center left turning lane and the future roundabout that is being considered for Route 28 in West Chatham. He informed the committee that local businesses have signed a petition to reflect the objection which includes 2200 signatures to stop funding which will eliminate the center turn lane. This information was given to Bill Travers who was at the last meeting on June 11, 2013. He hopes that the members will consider these objections when making decisions moving forward as there are many objections from the community.

Florence Seldin stated that Howard Stein Hudson (HSH) and MassDOT were at the June 11, 2013 meeting and it was voted for HSH to go ahead with the design. She clarified that this discussion is in regard to the George Ryder Road to Barn Hill Road section of Route 28 in Chatham.

Dr. Burns stated that interested parties can visit the project page managed by HSH to see the design plan which would eliminate the center turning lane and include roundabouts.

Proposed Amendment to Unified Planning Work Program (UPWP) for Federal Fiscal Year 2013

Proposed Amended 2013 UPWP – *Expected Vote to Endorse*
– Glenn Cannon, CCC Technical Services Director

Mr. Bench stated that the Public Comment period has ended and that the group is ready to vote on the proposed amendment which has been out for public comment.

Glenn Cannon stated that the attached Amendment for the Unified Planning Work Program is being voted on today. He clarified the information included in the attached documents. He stated that the INVEST software grant has been amended and was awarded in this FFY. The attached agreement states that the Commission will finish 25% of work before the end of this FFY, and then will continue on to the next FFY 2014. Two projects are being run through this software to see how well we have done in terms of sustainability. They are the Hyannis Access Study and the Regional Transportation Plan. We want to do everything possible to make sure that all projects are sustainable in the future. FHWA and Mass DOT would like to see these reports.

Upon a motion by Mark Ells to endorse the Proposed Amendment to the UPWP, FFY 2013, and John Harris' second of the motion, and the vote was passed unanimously.

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

2014 UPWP – Expected Vote to Endorse

– Glenn Cannon, CCC Technical Services Director

Mr. Cannon explained that the UPWP is required by the Federal Government and that it is conducted every year. To summarize, it is a contract with the FHWA and MassDOT to identify the work that we will perform within the Federal Fiscal Year (FFY). The attached UPWP is for the upcoming Federal Fiscal Year 2014. Mr. Cannon stated that we are always looking for ways to improve the Program and please bring forth your suggestions.

Bill Doherty stated that there are hydroplaning issues and potholes that need to be addressed on Route 6 between exits 6 and 7 as well as all along Route 6. Mr. Cannon commented that we are constantly improving our pavement management program database and have the Route 6 hydroplaning issue listed in the UPWP. He stated these types of issues are an ongoing struggle. The current UPWP addresses Route 6 hydroplaning issue specifically. We are hoping to move these types of project through the UPWP through planning, design and construction that the region supports. Mr. Doherty asked who he could address these concerns to. Ms. Haznar responded that it would be MassDOT, District 5. The public is welcome to contact the district to report any concerns. She then mentioned that the project in Bourne/Sandwich has been awarded to a contractor who will be responsible for pot holes until the fall when they are able to get out there. Mr. Ells asked Mr. Doherty if the section he is referring to was located in Barnstable. It was determined that the issue was between exit 6 and 7, and Mr. Ells will submit the work order, as they work with District 5 all of the time.

Mr. Cannon gave updates on information included in the UPWP. He explained the importance of database management to encompass the pavement issues so that they can be addressed. All the projects moving forward have a GIS component which is funded through the process. Systems are becoming more complicated therefore we need to run more sophisticated models to get the proper data needed to request project funding. He stated that Task 3 encompasses some of the larger scale projects that we have. These require a significant amount of man power and time. The biggest project is Route 28 Hyannis to Centerville which is under our congestion management program. We want to look at transportation safety at main intersections throughout the cape. The Commission is working on updating our top 50 crash locations. This information will be a useful tool to help us to determine if we are utilizing funds properly. He stated that Task 4 includes coordination with the RTA. The Commission participates with the CCRTA multi-model meetings to discuss transportation on Cape Cod and all components working together on Cape Cod. He commented on the drive time signs on Route 3, Route 25, Route 6, and Route 28 and stated that we will continue to work with MassDOT to enhance the system.

Mr. Doherty addressed a concern regarding permanent sign pollution, stating that the type of font is the biggest issue Mr. Bench acknowledged that it is becoming a common issue which will be addressed MassDOT on a case-by-case situation. He recommended that concerns be brought to the attention of the DPW in the applicable town.

Mr. Cannon stated that in the technical assistance piece of the UPWP, there are always requests from towns to look at certain project, and we will assist in any way with information needed. The smaller projects that have a big impact on safety such as pavement markings, signage and trimming of trees are an example of these

Mr. Bench asked for clarification on freight planning. There hasn't been a lot of consideration for this in the past and it's not a pass-through area. Mr. Cannon explained that the Federal Highway is asking the Commission to perform a freight planning study and asked us to provide an inventory of freight scenarios. He explained that we are gathering information in order to assess the needs for future years mentioned in Task 2. Upon a motion by Mr. Ells to endorse the UPWP, a second made by Mike Richardson, the vote was passed unanimously.

Mr. Bench asked to include in the future MPO mailings the certification sheets when the original version is passed. The group could allow the chair to sign on behalf of the group when a document is amended. It is also add to the agenda that we do have an official record of meeting and minute. The federal government and Massachusetts state law are requiring this information for every MPO meeting across the country. Therefore, the chair would be authorized to sign the vote once it has been passed in the meeting.

Transportation Improvement Program (TIP)

TIP FFY 2014-2017: *Expected Vote to Endorse*

– Glenn Cannon, CCC Technical Services Director

Mr. Cannon gave a PowerPoint presentation on the Transportation Improvement Program (TIP), which is included in the handouts along with summary sheets. He stated that almost any roadway other than a sub division road is eligible for Federal Aid funding.

Mr. Cannon explained that moving the Bass River Bridge portion of the Rail Trail Expansion from TIP Year 2014 to 2015 will not affect 2015 funding as it has a federal earmark for this portion of the project. Dennis Walsh explained that the 2014 Transit TIP consists of the operating subsidies of the annual funding for the RTA from the Federal Transit Authority and Capital Projects for the given fiscal year. The RTA received Federal funding to replace vehicles this year once as they have reached their end of useful life along with funding for upgrades at two facilities. There are several small projects being funded: An ongoing ITS program in which all vehicles has automated vehicle location, tracking software from public as well as NextBus – this will allow riders to track bus arrivals. The RTA also gets 5307 urban funds and a small amount of rural money. \$2.5 million was removed by MassDOT which included a reduction of the fleet that were contemplated earlier this year in which there are ongoing discussions. Under MAP 21, FTA is allowing significant money being applied to operations which would allow the RTA to expand existing service and to add new service; however this will require more buses and drivers for which capital expenditures are needed. Fixed route buses have been requested in future years of the TIP but the RTA was informed that MassDOT did not have funds available therefore these items were removed.

Mr. Cannon shared that it was determined by MassDOT and Federal Highway that our projects need to be reviewed on an annual basis as they need to meet the competitive process requirement. Mr. Cannon shared the changes and corrections that are on the TIP summary.

Florence Seldin asked for clarification on additional government funding and the effect on the TIP. Mr. Bench explained that it could affect the TIP and that the additional revenue we had hoped to receive has been reduced from \$1.5 billion on the state level to around \$500 – \$800 million. He noted that the top priorities will include bringing MassDOT employees on to the operations division which will allow, adding additional transit service to the MBTA. The actual funding for employees will be for paying salaries rather than with borrowed bond money. Mr. Clinton then stated that substantial highway infrastructure improvements to Route 93 and Route 95 interchanges, as well as other highway projects will be reduced due to the cut back in funding. This does not mean that projects will disappear from the TIP. If there are concerns about this funding please bring the MPO for further discussion.

Bill Doherty asked if the resurfacing of Route 6 and widening of the lanes for pullovers had been a consideration. Ms. Haznar explained that this is considered to be a pavement preservation project and the related work would be drainage and guardrail upgrades and noted that adding shoulders would triple the cost. Mr. Bench added that unfortunately this project is not included at this time. Mr. Doherty asked that the minutes reflect his concern about lack of shoulders on the limited access portions of Route 6.

Mr. Bench thanked the Cape Cod Commission for the summary of changes as they were very helpful. Upon a motion by Mr. Doherty to endorse the TIP as presented, a second by John Harris, the vote carried unanimously.

Reports and Other Information

Project updates and other regional reports from MassDOT Highway Division District 5 Office, Cape Cod Regional Transit Authority (CCRTA), and the Cape Cod Commission.

Mr. Walsh reported that Tom Cahir signed grants for new JARC. Detailed information is available on the FTA website. To aid in this program fare boxes and Charlie cards are now being used on all fixed routes, their integration with mobile data computers allows a double audit trail. In addition Mr. Walsh reported that the Cape Flyer (weekend rail service to the Cape) has been an overwhelming success.

Mr. Bench commented that MassDOT approved \$23 million purchase of about 25 coach busses statewide which will be going to private carriers including Plymouth & Brockton and will be used for expansion of service and to cover existing routes. A network map will be developed giving information where tickets can be purchased to include online and local ticketing for inner city services throughout the Commonwealth. Mr. Walsh added that P & B is working with the CCRTA to access more data collection for the national transit database. This information is provided when negotiating for additional grant funds. This is bringing in about \$1.3 million more to the transit side of federal funding. Discussion of how to use these funds is underway. Mr. Bench stated that once it is determined how the funds will be distributed the request will come to the MPO table for approval.

Pam Haznar gave highway updates on the following TIP projects:

- ITS Project, permanent installation on Routes 3/195/495/25/28/6 is expected to be advertised in July which should be operational by next summer season.
- Falmouth Route 28 at the intersection of Jones Rd and Davis Straits and at the intersection of Route 28 with Old Meeting House Rd is at 100% design and advertising will be in the fall.
- The Route 6A/28 Orleans roundabout project is in the final stage of design and will be advertised late summer/early fall.
- Orleans, Rt 28 @ Main Street, and Route 6A at Main Street: a consultant is on board for the project and has met with town several times and is working on 25% design plans.
- There is a design public hearing on July 18, 2013 for the Chatham, Mitchell River Bridge which is at 75% design.

- The Bourne, Route 28 project is looking to incorporate safety improvement aspects at the turnarounds on MacArthur Blvd. and any other improvements that can be incorporated within the available funds.
- Barnstable, Bearses Way at Route 28, which is at 25% design, should be getting done next month.
- Harwich Route 124 is at 25% design and plans are due in the fall.
- The Town of Chatham has been performing a lot of public outreach for the Route 28-George Ryder Road project for which Howard Stein Hudson is the design firm. They are performing extensive public outreach to include a website and there has been no design on this project to date, they are collecting data.

Mr. Harris announced his end of tenure as a member of this organization and officially introduced Jack McCormack as his replacement and Mr. Harris will be the Ex Officio representative to the MPO from the Cape Cod Commission.

Mr. Harris asked who is handling road problems at District 5. Ms. Haznar indicated that there is a feedback section on the MassDOT website in which the public can express any concerns/problem on the road. These emails are submitted to the appropriate district. MassDOT has a good working relationship with the state and local police along with the DPW. She indicated that this is something that can be worked on as the public may not be aware that this is available.

Calli Cenizal thanked everyone for their work and introduced Sheri Warrington, Manager of MPO Activities for MassDOT, who will be taking over as the MPO liaison for Cape Cod.

Upon a motion by Curtis Sears to adjourn @ 10:32 a.m., Mr. Harris second the motion, and the vote was passed unanimously

Other Business / Next Meeting: TBD

Adjourn

Documents and Exhibits:

Proposed Amendment to Unified Planning Work Program (UPWP) for Federal Fiscal Year 2013
Unified Planning Work Program (UPWP) for Federal Fiscal Year 2014
Transportation Improvement Program (TIP), FFY 2014-2017