

Cape Cod Metropolitan Planning Organization (MPO)



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

CAPE COD
COMMISSION

Meeting Notes: Monday, April 14, 2014

<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
Bryan Pounds	MassDOT, OTP Liaison
Pam Haznar	District 5 Projects Engineer, representing Frank DePaola, MassDOT Highway Division Administrator
Austin Knight	Provincetown Selectman, Sub-Region D Rep., (D= Eastham, Wellfleet, Truro, and Provincetown), Vice Chair
John Harris	Cape Cod Commission, Representative
William Doherty	MPO Representative, Barnstable County Commissioners
Terry Whalen	Town of Chatham
Jason Steiding	Mashpee Wampanoag Tribe
Sims McGrath, Jr	Sub-Region C Representative
Mike Richardson	Town of Mashpee
Mark Ells	Town of Barnstable
Tom Guerino	Cape Cod Regional Transit Authority (CCRTA)
Tom Cahir	Cape Cod Regional Transit Authority (CCRTA)
Timothy Kochan	MassDOT Highway Division District 5
Leah Sirmin	Federal Highway Administration
Wayne Lamson	Steamship Authority
Joe Rodricks	Cape Cod Joint Transportation Committee
Anne Stewart	Resident of Harwich
Steven Buckley	openchatham.com, Federal Engineer
Patty Daley	Cape Cod Commission Deputy Director
Jessica Wielgus	Cape Cod Commission Counsel
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
Garry Meus	Cape Cod Commission Regulatory Officer II
Lisa Dillon	Cape Cod Commission Administrative Assistant

Call to order:

Chairman Clinton Bench called the meeting to order at 1:00 p.m. Mr. Bench asked that each member, staff and visitors introduce themselves to be in compliance with ADA guidelines by using the microphone provided and stated that he will repeat comments made if necessary. Bill Doherty asked about funding of the hearing devices and Mr. Bench confirmed that 3C funds are available. MassDOT is not adding to that funding, but the Commission is welcome to use funds necessary.

Revised Minutes of May 20, 2013 and June 24, 2013 MPO meetings:

Upon a motion by Austin Knight, seconded by Mark Ells, the revised Minutes of May 20, 2013 and June 24, 2013 were approved and the vote was passed unanimously. Jason Steiding, Tom Guerino, and Mike Richardson abstained from the vote.

It was noted that meeting notes from March 17, 2014 were included in the packet for informational purposes. As a quorum was not present on March 17th it was not considered an official MPO meeting; therefore, there are no minutes.

Bill Doherty asked about the availability of remote access to the meetings, commenting that, if it were available, the last meeting could have taken place. Mr. Bench explained that if a member is not physically at the meeting they are not able to vote and this is consistent with what the Attorney General's Office unless specified in the Bylaws.

Public Comment:

Anne Stewart wanted to bring attention to the attachment in the packet in Defense of Article 17 being submitted for inclusion at the Town Meeting in Harwich.

Steven Buckley stated that there is going to be article in on the next Chatham Town Meeting Warrant proposing core values of Public Participation. He noted that he would like to speak to the Title VI aspect of recertification. Mr. Buckley feels that in the recommendation of the recertification there are aspects that are not mention in Title VI/Nondiscrimination. He feels that this wasn't the situation in Chatham and Harwich He commented that the public is dissatisfied with the level of public participation

MPO Certification Report - Discussion

— Glenn Cannon, CCC Director of Technical Services

Mr. Cannon presented a summary of the Cape Cod Metropolitan Planning Organization Certification Review which was conducted last fall. The presentation included the Agenda, Cape Cod MPO Membership, the Cape Cod Joint Transportation Committee, Follow up on Recommendations from the 2007 Cape Cod MPO Federal Certification Review, Livability, Sustainability & INVEST, Massachusetts Mode Shift Goals, Living Streets Planning Studies, Access to Transit/Transit Oriented Development, Climate Change, Title VI & Environmental Justice, and Metropolitan Planning Process & Key documents including the Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), and the Unified Planning Work Program (UPWP).

Ms. Haznar asked if the population numbers include seasonality, Mr. Cannon stated that the count includes year round residents. Mr. Bench stated that this question will more than likely come up at some point and we may need to provide a further breakdown of numbers. Mr. Doherty stated that it has been a great concern that Cape Cod supports a seasonal population.

Mr. Doherty is concerned that funds are not available for the recertification process. In the past he has seen that funds had to go away because state funding had gone away and is concerned that that we don't have unfunded mandates.

Mr. Buckley commented that he understands that the recertification process included a site visit back in November. He noticed on the agenda for that meeting that there are periodic assessments of the Public Participation Process. He feels that this is a great opportunity for the MPO to review their public participation efforts. He noted an effort in Chatham he is involved with related to public information as available at openchatham.com. He noted the high levels of dissatisfaction with the Harwich and Chatham TIP projects and questioned what it is about the system that is creating the dissatisfaction. He

also questioned whether the experiences in Harwich and Chatham are they the exception or the rule and that is what he would like to look at.

Mr. Cannon stated that he will be bringing this plan back to the group for review and will have an update. Mr. Bench noted his appreciation of Mr. Buckley's comments and that participation is always welcome. He further noted that there are opportunities to look at MPO's. In discussing Title VI procedures under development, he explained that the Federal Highway Administration and Federal Transit Authority are finding their own way as to the best approach on how minority groups are best represented. He noted that FHWA as an agency nationwide had not been in compliance with Title VI at all and that there will be more to come as best practices are developed on the State level to be used in the MPO's. Mr. Doherty noted that there was one other recommendation looking for greater involvement from other carriers on the Cape and noted that we already a good working relationship with the Cape Cod Rail Trail Authority (CCRTA) and perhaps we could task CCRTA members to report back to us on their recommendations. Mr. Bench agreed that this should happen and stated that we need to engage the Steamship authority as well. Austin Knight suggested that the minutes go out to the Town official then distributed to boards in open the dialogue then have the conversation with the community to educate the public. Mr. Doherty stated that the Cape Cod Joint Transportation Committee (CCJTC) includes DPW directors who coordinate with their Boards of Selectmen. Mr. Bench concluded by stating that the Franklin Regional Council of Governments held a session and invited all members and selectman as well as DPW Directors across the county to attend an information session about what the MPO actually is and what the TIP process is and answered all questions clarifying the process. He expressed the feeling that that this information was extremely valuable.

MPO Vice-Chair Election:

Potential Nomination and Vote

— Glenn Cannon, CCC Director of Technical Services

Mr. Austin asked who would be on the Committee until March. Mr. Cannon stated that every seated member will be retained until next March. Mr. Doherty stated that his term as County Commissioner ends in December and will be not being running for reelection. Mr. Cannon stated that although Mr. Doherty will not be running for reelection for County Commissioner he will still maintain his role on the MPO until the next MPO election.

Upon a motion by Mr. Doherty to reappoint Mr. Austin as Vice Chair to the MPO, seconded by Tom Guerino, and the vote was passed unanimously. Mr. Sims closed the nominations and Mr. Bench stated by unanimous consent that Mr. Knight has been appointed as Vice Chair.

Unified Planning Work Program (UPWP) for Federal Fiscal Year (FFY) 2015:

Potential FFY 2015 UPWP Project Tasks presented.

— Glenn Cannon, CCC Director of Technical Services

Mr. Cannon gave an overview of the attached FY 2015 Funding Summary which includes Tasks 1 – 5 and Additional Planning Efforts. He stated that this is not the final document, but will have it to the committee sometime next month and is seeking for a vote to release for public comment in May.

Mr. Bench noted that Commission staff will be required to update the Accessibility Plan to make sure that the meeting facilities being used are able to accommodate persons with disabilities and that all studies for the UPWP include persons with disabilities and the accessibility of Capital Improvements.

Mr. Doherty stated that there have been significant efforts throughout the county for handicap accessibility.

Mr. Bench clarified his earlier statement noting that work Accessibility Plan updates requested cover the existing tools in place, existing facilitates, and discussion on the various techniques that would be

used in the technical work. Mr. Cannon responded stated that this is being done, and expanded on Mr. Doherty's comments noting the handicap accessibility on the county complex. Mr. Cannon further noted that there will be a checklist for all outside meetings confirming handicap accessibility.

Mr. Bench asked for more detail on the transit portion of the UPWP, stating he appreciates the splitting out of the FTA 5303 subtasks 1 and 3. He requested more detail on task 3, specifically to explain the split between Highway and Transit and to reflect what type of product is expected.

Tom Cahir stated that he will be working closely with Mr. Cannon and they have created a multimodal committee which meets monthly to address concerns.

Mr. Bench stated that we expect the release the UPWP for public comment at the next meeting. He explained that the UPWP is something that is done every year, noting that it is a planning program of how federal funding will be spent on planning projects. He also explained that the TIP is a four-year planning document with the current TIP covering FFY 2014 – FFY 2017. He noted that we are building the new TIP for FFY 2015 – FFY 2018 (October 1, 2014 – September 30, 2018).

Cape Cod Transportation Improvement Program (TIP) for FFY 2015-2018: Potential Project Lists for FFY 2015 – 2018 TIP with evaluation criteria, scoring and greenhouse gas impact information.
— Steven Tupper, CCC Technical Services Planner

Mr. Tupper gave an overview of the attached TIP for FFY 2015-2018 summary which includes the Programmed Funding, the Target Cost and the Over/Under for each Fiscal Year, Unprogrammed Projects, and a Review of Funding Categories which was presented to the CCJTC on Friday, April 11, 2014.

Mr. Tupper explained that there are 4 primary funding categories which include:

- STP – The Surface Transportation Program funds are for general highway projects in the region: roadways, intersections, and bridges
- HSIP – Highway Safety Improvement Program funds are for projects designed to improve safety in the region's highest crash locations
- CMAQ – Congestion Mitigation Air Quality funds are for projects designed to reduce congestion and improve air quality.
- TAP – Transportation Alternatives Program funds are for projects that promote alternative transportation (non-single occupancy vehicles) such bicyclist and pedestrian accommodations

Mr. Tupper explained that the Route 124, Harwich project was moved to 2016 as the town wanted more time to work out design details. He noted that there are also a number of adjustments to costs, most of which are increases. He explained that the Barnstable, Route 28 at Bearses Way project has increased in cost due to the fact that the project was extended further east to address the pedestrian safety concerns where there have been 2 pedestrian fatalities. He thanked MassDOT for assigning \$600,000 of statewide HSIP funding to the project to allow it to remain in 2015. Mr. Tupper also mentioned the Barnstable, Route 28 at Yarmouth road project in 2017 stating that it is a critical intersection to the area.

Mr. Cannon gave updates on 2018 projects stating that the CCJTC voted to support the Wellfleet, Route 6 Main St project in large part due to the recent fatality. He noted that the TIP is always changing.

Mr. Cannon gave updates on the Unprogrammed Projects:

- Barnstable, Route 28 at Osterville-West Barnstable – project has been moved off of the TIP for now, but remains an important project for the region and would be under consideration in future TIP development

- Chatham, Route 28 at Main St., Depot Rd., Queen – Town of Chatham is actively seeking a consultant for this project to be ready for TIP
- Mashpee, Route 151 – Discussions underway to break this project into phases to fit into future years
- Bourne, Belmont Circle Traffic Improvements – MassDOT is looking at Canal Area in general
- Brewster, Route 6A – resurfacing project potentially in line for funding out of the Transportation Bond bill

Mark Ells inquired about the status of 2015 projects: whether they are on target and if they will meet the design deadline? Ms. Haznar stated the project is at 25% design, the review has been complete, have met with the consultant, revising design per comments and have met with the abutters.

Mr. Bench asked that the group pay attention to what has changed from the current TIP to the new TIP and that they are clear on the difference. He specifically mentioned the change of Orleans project in 2015 and Harwich in 2016.

Anne Stewart asked if moving the Harwich, Route 124 project to 2016 was a recent development. She stated that in last Monday's Selectman meeting, it was stated that if MassDOT came to an agreement, it could still happen in 2015. Ms. Haznar responded that it is a new proposal and this is a first glance for commenting. She noted that projects were switched due to readiness and financial constraints. She also stated that Chatham, Route 28 @ George Ryder Road to Barn Hill Road is also at 25% as well as Dennis Streetscape. She explained that moving that project will give the town time to work out differences and to further develop the project. Mr. Cannon followed by stating that it was requested by the Harwich DPW Director to move the Route 124 Harwich project allowing more time to engage the Community.

Discussion continued with regard to the Barnstable, Route 28 Strawberry Hill Road project. Sims McGrath asked why this project couldn't be moved into 2016 since this is a high crash location and the resources seem to be available. Ms. Haznar stated that it is possible, it is something that MassDOT would advance however there is no consultant on board and the project needs a roadway safety audit; also, the survey has been completed.

Mike Richardson asked about the status of the design percentage for the Unprogrammed Projects, specifically the Mashpee, Route 151 project. Mr. Cannon stated that it is pre 25%, there are some concepts but the DPW needs to be engaged. Ms. Haznar said that there is a designer on board.

Tom Guerino asked if the Belmont Circle Traffic Improvements will be pushed program back due to the Canal Area study. Ms. Haznar responded that MassDOT will be wrapping up the study in the next few months and can't answer that until the results of the Canal Area study are in. She noted that a phased approach may be possible, but still it is too early to tell.

Mr. Bench asked if there was going to be a transit presentation and Mr. Cannon stated that it would be at the next meeting.

Tom Cahir gave a summary of what will be presented at the next meeting. He stated that the Capital Plan is updated every year. He highlighted some of the transit projects in the TIP including:

- Replacing some of the fleet thought MAP 21 program
- 5307 funds are being used to update buses
- 2 bay expansions in Dennis Center
- bike racks being added on buses
- HTC lobby being reconfigured, working with Plymouth and Brockton on this project

Mr. Cahir thanked the MPO for its support. Mr. Bench stated that midlife overhauls seem to be the most important issue to be addressed.

Ms. Haznar gave update for 2014 projects:

- 25% design plans for the Dennis Yarmouth Rail Trail project have been received and are under review. Monthly meetings are being conducted with the towns as well as site meetings.
- The Bourne resurfacing project for Route 28 is in its final design stage and will be advertised this spring.
- MassDOT is looking at rotary retrofits at the Bourne South Rotary and Otis Rotary as well and minor improvements at the turnarounds at McArthur Blvd.
- MassDOT is adding a new median delineation on Route 6 divided highways (Dennis to Orleans).
- MassDOT is looking at safety improvements in Orleans, Harwich, Brewster and Dennis.
- Real Time Traffic information system is up and running and have received positive feedback from the public.
- The Bourne Sandwich Route 6 resurfacing project is underway and should be finished in the fall.
- Dennis Route 28/Swan River Bridge scheduled to be open today will be open next week

Mr. Cahir stated that the Cape Flyer is getting ready to go. He also commented that there is an issue of concern not as it relates to Cape Cod but the MBTA changing from one operating company to another which may cause delays to some elements of project implementation. Mr. Cahir also commented that he would like to commend the MPO for all their hard work to make projects happen and for educating the public.

Mr. Doherty stated that with the change in contracts there is always a concern with the existing commitments with regard to the expansion of Capewide service. He asked if this will be followed by MassDOT. Mr. Bench stated that he does not know all the particulars but assumes that they cover all of the existing commitments. Mr. Cahir stated that the MBTA and MassDOT have been incredibly helpful during the transition.

Reports and Other Information

Mr. Cannon stated that the Commission is engaging the Town of Mashpee in a roadway safety audit at the intersection of Route 151 at Old Barnstable Road and also engaging the Town of Barnstable on the Route 132 at the Cape Cod Community College entrance.

Mr. Cannon announced that the next meetings are May 19th and on June 23rd after which MassDOT will come down for a Project Advisory Council meeting. Mr. Bench followed up by stating that the latest round of legislation has included a substantial amount of funding due to the gas tax increase. He noted that included in that bill was a requirement that MassDOT create a Project Selection Advisory Council. They want to see how the projects are ranked and how they relate to the TIP to help project selection. There have been several meetings to determine the process and once a proposal is complete it will be released for public comment.

Other Business / Next Meeting/Adjourn

Mr. Harris commented that he is happy that the ITS signs are up, but suggested that they are not working as they should. Mr. Haznar replied that the sign in Orleans is not visible but that it is still under construction. Mr. Harris stated that when making the entry to get on Route 6 from Exit 2 off of Route 130 there are no signs prior to that stating the road is blocked. He noted that he feels that there should be a sign on Route 130. He suggests that when you get to Exit 1 there should be an indicator so that you can choose the Sagamore or Bourne Bridge. Mr. Cannon responded that when the boards came out there was limited funding we will be working closely with MassDOT as more funds become available. Mr. Harris commented that he feels it's a matter of placement, not funding.

Mr. Harris questioned how public comments are responded to and he recommended to the Commission that Glenn attend a meeting of the Cape Cod Commission to announce updates of the CCJTC and MPO. Mr. Bench asked the Staff to answer and identify questions and bring them to the next meeting.

Next meeting – Monday, May 19, 2014 @ 1:00 P.M. in the Cape Cod Commission Conference Room.

Mr. Doherty motioned to adjourn the meeting at 2:40 p.m. which was seconded by Sims McGrath.

Documents and Exhibits:

- Revised draft minutes of the May 20, 2013 meeting
- Draft minutes of the June 24, 2013 meeting
- Letter from the Federal Highway Administration to Richard A. Davey – MassDOT
- Transportation Planning Certification Review of the Barnstable, MA Transportation Management Area
- 2015 Funding Summary
- Cape Cod Highway 2015 – 2018 DRAFT TIP Project Programming Summary
- Transportation Project Evaluation – Cape Cod Commission
- Correspondence regarding the Route 124 Harwich Project