



CAPE COD
COMMISSION

Cape Cod Metropolitan Planning Organization (MPO)

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

Draft Meeting Minutes: Monday, April 27, 2015

MPO Members in Attendance

Clinton Bench

Bill Travers

R. Patrick Ellis

Sims McGrath

Richard Roy

Daniel Santos, P.E.

Tom Guerino

Joe Rodricks

Leah Sirmin

Wayne Lamson

Representing

Massachusetts Department of Transportation, (MassDOT) Office of Transportation Planning (OTP)/ Chairman, representing Stephanie Pollack, Secretary of Transportation
MassDOT Highway Division, District 5, representing Thomas Tinlin, MassDOT Highway Division Administrator
Sub Region A: Bourne, Falmouth, Mashpee and Sandwich
Sub Region C: Brewster, Chatham, Harwich and Orleans
Cape Cod Commission
Barnstable Town Council – Alternate
Cape Cod Regional Transit Authority
Cape Cod Joint Transportation Committee (CCJTC) (non-voting)
Federal Highway Administration, representing Pamela S. Stephenson, FHWA Division Administrator (non-voting)
Steamship Authority (non-voting)

Others in Attendance

Bryan Pounds

Timothy Kochan

Cathy Lynds

Jack McCormack

Bob Weinstein

Jill Goldsmith

Terry Whalen

Roger Parsons

Sallie Riggs

Stephen Buckley

Dr. David E. Burns

William Tuxbury

Glenn Cannon, P.E.

Lev Malakhoff

Steven Tupper

Patrick Tierney

Caroline Harper

Lisa Dillon

Representing

MassDOT, OTP Liaison
MassDOT Highway Division,
Cape Cod Regional Transit Authority (CCRTA)
Cape Cod Commission, Yarmouth Representative
Town of Truro
Town of Chatham
Town of Chatham
Town of Barnstable
Bourne Transportation Advisory Committee
openchatham.com
WCA Chatham
Town of Chatham
Cape Cod Commission, Technical Services Director
Cape Cod Commission, Senior Transportation Engineer
Cape Cod Commission, Technical Services Planner
Cape Cod Commission, Technical Services Planner
Cape Cod Commission, Planner
Cape Cod Commission, Administrative Assistant

Call to Order

Clinton Bench called the meeting to order at 1:00 p.m. Members of the Board introduced themselves as well as the Cape Cod Commission staff and visitors.

Prior to moving forward with the March 16 minutes, Mr. Cannon pointed out an error on the minutes from the February 23rd. The statement that Sallie Riggs made was actually made by Bill Travers regarding the Bourne project on page 5. Mr. Clinton stated that it is within the guidelines for the staff makes clerical edits to the minutes.

Minutes of March 16, 2015

Mr. Buckley suggested that his comments on page 2 did not reflect what he had stated at the meeting. He requested the following change reflecting his comments to the statement on page 2, 2nd paragraph:

Stephen Buckley referred to the attached email from Glenn Cannon dated March 6, 2015 regarding the FHWA's Public Involvement Plan for Massachusetts. Mr. Buckley feels that MassDOT is not complying with the federal regulations for public involvement for projects on Cape Cod. Mr. Buckley contacted the Federal Highway Administration (FHWA) with his concerns as outlined in the email and FHWA. Mr. Buckley stated that the Massachusetts office indicated that there were enough questions raised in the plan for them to begin an investigation.

Upon a motion to approve the amended minutes of March 16, with the requested changes from Mr. Buckley, made by Sims McGrath, second by Patrick Ellis the vote was passed unanimously.

Public comment:

Stephen Buckley stated that the PPP has gone through a number of reiterations through the years but there hasn't been any opportunity to comment as it came up in the itinerary. If a member of the public wanted to begin a discussion while an item was being discussed, particularly the PPP, there was no opportunity to do such. As far as he is aware, there has been one comment made during these comment periods over the year. This says something about the engageability of effort. Perhaps at some time we could consider engageability while an item is being discussed such as in Chatham. He encouraged consideration be given to this in the future.

Mr. Buckley also stated that after six weeks he contacted the Federal Highway Administration and spoke to Michael Chong regarding allegations about noncompliance. There was nothing Mr. Chong could share about Federal Highway and their thoughts regarding compliance. Mr. Buckley found it curious that Federal Highway stated that they have regulations for governing public engagement programs, but that they are not a regulatory organization. Mr. Buckley stated that if Federal Highway doesn't do anything about this he will go to the next level which would be Washington.

Public Participation Plan (PPP) Amendment: Vote to endorse
— Patrick Tierney, CCC Technical Services Planner

Mr. Tierney presented the changes to the PPP dated January 26, 2015.

Upon a motion to endorse the amended PPP by Tom Guerino, second by Richard Roy, the vote was passed unanimously.

Memorandum of Understanding (MOU) Amendment: Vote to endorse
— Patrick Tierney, CCC Technical Services Planner

Mr. Tierney presented the changes to the MOU dated January 26, 2015.

Leah Sirman asked for clarification on the release date for Public Comment for 45 days and Mr. Tierney confirmed that it was release for Public Comment on January 26, 2015.

Upon a motion to endorse the amended MOU by Sims McGrath, second by Patrick Ellis, the vote was passed unanimously.

Cape Cod Sub Region D Special Election: Open nomination ballots and proceed with the MPO Sub-region D special election — Maria McCauley, CCC Staff

Upon a motion to unseal the envelopes for the special election ballots by Richard Roy, second by Tom Guerino, the vote was passed unanimously.

Ms. McCauley opened the physical ballots that had been received via us mail from the selectman and tallied the votes as follows:

Sub Region D

Wellfleet	Berta Bruinooge	1
Truro	Jay Coburn	2
Truro	Robert Weinstein	5

Mr. Bench clarified that the form sent asked for nominations which will then be put onto a ballot. The ballots will then be mailed and will have 3 nominees in which to select from. Mr. McGrath stated that one of the nominees declined the nomination previously, how will this be handled. Mr. Cannon stated that we will inquire that Jay Coburn and Berta Bruinooge want their names on the ballot. Mr. Weinstein was present at the MPO meeting and confirmed his desire to be elected to the MPO.

The ballots will be brought back to the MPO on May 18th.

Upon a motion to accept the nominations, pending the acceptance by nominees, made by Sims McGrath, second by Patrick Ellis, the vote was passed unanimously.

Unified Planning Work Program 2015 Budget Reallocation and 2016 UPWP:
Presentation and discussion

— Glenn Cannon, CCC Director of Technical Services

Mr. Cannon gave a power point on the proposed FY 2016 UPWP. The presentation broke down the categories within Tasks 1 – 4 and summarized the funding for each task. Mr. Cannon stated that the anticipated release of the DRAFT will be voted on at the June 15th MPO Meeting, the anticipated 30 day public comment period will be June 15 – July 15 with an anticipated vote date to endorse on the July 20th MPO Meeting.

Mr. Cannon also presented the UPWP Budget Reallocation to be signed from MassDOT. This request resulted from additional funds needed for the Regional Transportation Plan. This year task 1.5 RTP is requiring additional funds to perform additional outreach. Mr. Cannon stated that once a year a reallocation of funding is allowed by MassDOT.

Upon a motion to support the Commission's efforts on budget reallocation in support of the Regional Transportation Plan by Sims McGrath, second by Tom Guerino, the vote was passed unanimously.

Mr. Cannon stated that the new FY 2016 UPWP will be ready for public comment in June. During his presentation he explained that in Task 1.5 an amendment may be needed due to the Canal Area Study. Within Task 2, Cally Harper will be conducting climate change studies, particularly looking at culverts, beginning with the Outer Cape. Task 3 includes traffic studies, and there will be enough in the budget to do one of the two projects requested in Barnstable. One is the section of Rte. 28 by Cotuit Rd and Rte. 130, the other Rte. 132 at the Cape Cod Community College up to Rte. 6A.

Mr. Cannon reviewed the funding summary and pointed out the two projects in the additional planning efforts. These projects have been added but will be carried into the next fiscal year. Mr. Bench asked for clarification of funding sources for each. Mr. Cannon explained that the Provincetown/Truro/Wellfleet Bicycle Master Plan is funded from the Paul S. Sarbanes Transit in Parks Program and that the grant spans multiple fiscal years. The UPWP provides the best estimate for the amount that will be expended during that fiscal year. The Cape Cod Canal Transportation Study is included as it will carry over into the next fiscal year as well. Bryan Pounds will check into the estimate for the study.

Mr. Bench would like to open up the floor to ideas or particular corridors of concern. At which time Mr. Parsons mentioned the access between the Hyannis Transportation Center and the Steamship Authority. He feels that the coordination between the various transportation modes such as rail road, RTA and waterfront, and parking. The review of the connectivity of those functions to establish future priorities is essential. Mr. Cannon stated that this is something that can be accommodated with 5303 PL funds in Task 4. Mr. Cannon also stated that the Commission has received over 200 requests to look at locations.

Robert Weinstein would like to bring attention to climate change within task 2 and Task 3. The recent storms in Truro resulted in severe beach wash and erosion particular in the Ballston Beach area. Also the Pamet River is now only 2 miles from Rte. 6. The Town has had meetings with the Army Corp, the Conservation Commission as well as an engineering firm to review the concerns about the culvert under the Highway. The culvert was installed in 1950. This road affects the major transportation artery to the lower cape, which is in danger to the increasing storms. The town of Truro has also engaged in engineering services to study a culvert under the highway by Pilgrim Lake as you enter Provincetown.

Mr. Cannon stated that Ms. Harper is monitoring these situations now through Cape Cod Commission efforts. He also indicated that Climate Change has significant impacts to every project on Cape Cod.

Mr. Bench stated that there will be an opportunity at the next meeting to look at the UPWP, prior to a vote to release for public comment in June with the expectation to endorse in July.

2015-2018 Transportation Improvement Plan (TIP) Amendment: Discussion regarding FTA Section 5310 awards
— MassDOT Office of Transportation Planning

Bryan Pounds stated that these two projects are eligible for grants under the 5310 program which is for seniors & persons with disabilities. The CCRTA received two awards this year for 29 replacement vans.

Cathy Lynds stated that a majority of the new vans are replacing those that are deemed beyond their useful life according to FTA requirements. She stated that 5 of the vans will go toward rehabilitation assistance for individuals that need specialized services. The cost differentials are due to required options on some of the vehicles.

Mr. Cannon confirmed that this is an addition \$1.8 million to the region. Mr. Cannon asked when we need to see this as a TIP amendment. Mr. Bench stated that we could make a motion to include the adjustment today, then vote to endorse at the June 15th meeting.

Upon a motion to add the two lines of the funding then release for a 30 day public comment period by Tom Guerino, second by Sims McGrath, the vote was passed unanimously.

2016-2019 Transportation Improvement Program (TIP): Presentation and discussion
— Glenn Cannon, CCC Director of Technical Services

Mr. Cannon gave a power point on the FFY 2016 – 2019 Transportation Improvement Program (TIP) Development. The presentation outlined the background of the TIP and the Regional Funding Targets for FFY 2016-2019. It included recommended changes to the TIP from MassDOT listed on the summary sheet. Mr. Cannon stated that the anticipated release of the DRAFT will be voted on at the June 15th MPO Meeting, the anticipated 30 day public comment period will be June 15 – July 15 with an anticipated vote date to endorse on the July 20th MPO Meeting.

Mr. Cannon explained that changes in a TIP project have an effect on all projects. He indicated that after the next CCJTC meeting there will be more information about the shift in projects. Mr. Cannon stated that the funding available for each year cannot be carried over; remaining funds go back to MassDOT. Mr. Santos asked if the changes are final. Mr. Bench explained that each year there is a staff level meeting to discuss all projects and issues to determine project readiness. This doesn't mean that it can't be brought back to the table for further discussion.

We will be asking the MPO for a release of the TIP in June.

Mr. McGrath stated that for informational purposes, 11 days ago Orleans granted the easement for Right of Way (ROW).

Mr. Cannon stated that all affected towns have been notified of a change to the TIP. Mr. Travers stated that the Orleans project cannot happen in 2015 due to the volume of ROW issues and the time to resolve them. Mr. Cannon stated that there will be a TIP 2015 Amendment to replace the Orleans project. The resurfacing of Rte. 6 - Harwich, Brewster, Dennis, limits to be determined is ready to go. This amendment will be presented at the next meeting.

Patrick Ellis asked about unprogrammed projects and if they should be discussed at this time. Mr. Cannon stated that the CCJTC is a more appropriate place. He went on to ask about the Unprogrammed Project, Bourne, Sandwich, Barnstable, Rte 6, replanting and drainage. It appears that there is a misunderstanding on the part of the Highway Department regarding vegetation management on Cape Cod Highways. Prior to spending \$1 million there should be a study. Mr. Travers stated that MassDOT will implement a study on the entire Rte. 6 corridor. The study will include safety, drainage and vegetation.

Bill Tuxbury thanked MassDOT for paving sections of Rte. 28 in Chatham. He hopes that the restriping will affect the turning lane and also include curbing repairs. He hopes that over the next 6 months we can come up with a plan where all parties are satisfied.

Mr. Bench stated that Mr. Cannon will come back at the next meeting in May with recommendations from CCJTC.

Regional Transportation Plan: Presentation and discussion
— Glenn Cannon, CCC Director of Technical Services

Mr. Cannon gave a power point on the 2016 Cape Cod Regional Transportation Plan Development. The presentation outlined the RTP UPDATED Development Schedules, Outreach Summary to date as well as Planned Outreach, Funding, Programming and the next steps.

Mr. Cannon stated that there have been comments on Transit, particularly the availability on nights and during the weekend and frequency. Also how the public can access the service safely with enhanced sidewalks.

Mr. Buckley asked what the average attendees are at public meetings? Mr. Cannon stated 6 – 8 per meeting. Mr. Cannon stated that people feel more comfortable in this forum so it's important to have them, but there are other outreach methods.

Mr. Bench asked Ms. Lynds and Mr. Cannon to bring back proposed programs to next meeting. Mr. Cannon stated that the expectation is to release to the public comments on June 15.

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.

Ms. Lynds stated that the summer schedules starts on June 21st. The Cape Flyer will start on Memorial Day and there will be a dedicated train from South Station to Hyannis. This train will leave South Station @ 5:50 and will take 2.5 hrs. with limited stops. The CCRTA is also

working on their budget and will go through the presentation and approval at the next meeting scheduled for May, 18, 2015.

MassDOT gave the following TIP Project Updates:

FFY 2015

- The intersection improvements at Falmouth Rod and Bearses Way in Barnstable are @ 75% design
- The Dennis/Yarmouth, Bass River Bridge. There has been a domino effect on the Environment permitting. A chapter 91 license has been approved by the SE region of DEP, now going to the Commissioner in Boston for a sign off which is expected tomorrow, at that time will need signature of the Governor, then Coastal Zone Management, then Army Corp of Engineers, finally the U.S. Coast Guard. They expect that to be completed mid to late August.
- Intersection improvements at Rte. 6A and Main St and Rte. 28 and Main Street in Orleans is at 100% design. ROW issue and will not be ready to go this year

FFY 2016

- Rte. 28 from George Ryder Rd to Barn Hill Rd in Chatham is at 25% complete. A public information meeting is scheduled for May 5th and comments will be included in 75% submission
- Received 25% resubmission on Rte. 28 from Dennis Commons Drive to Upper County Rd. in Dennis. Hopefully move to DPM in 2 – 3 months

FFY 2017

- Town officials are on record as non-supportive of roundabout alternative, they prefer a traffic signal at The Rte. 28A & Rte. 151 project in Falmouth. MassDOT would like to go back to the town to make one last effort for a roundabout alternative.
- The resurfacing project on Rte. 6, Dennis – Harwich – Brewster – Orleans is a potential replacement in FFY 2015 for Orleans
- 25% design plans for Rte. 28 and Yarmouth Rd in Barnstable and are under review, possible public hearing in the Summer
- 25% design plan in for the Cape Cod Rail Trail Ext from Station Ave, Yarmouth to Route 132, Barnstable and is under review

FFY 2018

- The intersection improvements at Rte. 28, Depot Rd, Queen Anne Rd and Crowell Rd in Chatham are at pre 25% design
- There is a potential to add left turn lanes on side streets to the intersection improvements at Rte. 28 & Osterville-West Barnstable Rd.
- Rte. 6 and Main St in Wellfleet is at pre-25% design
- Intersection & signal improvements at Rte. 28 at Strawberry Hill Rd are at pre 25% design

Jill Goldsmith asked for clarification on public meeting not public hearing. Mr. Travers confirmed that it is a public meeting not a hearing but that there will be a transcription of the meeting.

Jack McCormack asked the status for all Rte. 28 in Yarmouth. Mr. Travers stated that there is nothing in the works now

Other Business

Mr. Pounds announced that this is Clinton Bench's last meeting, and would like to thank him for his leadership and service to the MPO.

Mr. Bench thanked the MPO. He appreciates that the participation level at the meetings has increased and thanked Mr. Buckley for bringing some good points to the table for MassDOT to look at. He commented that this committee has good representation as well as the staff at the Cape Cod Commission as they continue to improve each year. With the growing needs of resiliency and climate change, the Commission has done a great job integration of land use and environmental issues. He thanked Patty Daley and Glenn Cannon for their work as well as the staff. The Cape Cod Commission thanked Mr. Bench for his outstanding years of service to the Cape Cod MPO and the State of Massachusetts.

Next Meeting: May 18, 2015

Adjourn

Upon a motion to adjourn at 2:20 by Tom Guerino, second by Patrick Ellis, the vote was passed unanimously.

Documents and Exhibits Used/Received:

Agenda, April 27, 2015

Minutes, March 16, 2015

Public Participation Plan (PPP) Amendment

Memorandum of Understanding (MOU) Amendment

Unified Planning Work Program (UPWP) Power Point

Unified Planning Work Program (UPWP) Budget Reallocation request from MassDOT, dated April 27

FFY 2015 – 2018 Transportation Improvement Program (TIP), Transit Amendment

FFY 2016 – 2019 Transportation Improvement Program (TIP) Development Power Point

FFY 2016 – 2019 Transportation Improvement Program (TIP) Target Project Summary

2016 Cape Cod Regional Transportation Plan Development (RTP) Power Point

MPO Sub-Region D Special Election Process 2015 – Acton items and dates