

Cape Cod Metropolitan Planning Organization (MPO)

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CAPE COD
COMMISSION

DRAFT Meeting Minutes, April 25, 2016

MPO Members in Attendance

David Mohler
Pamela Haznar
Jessica Rapp Grassetti
R. Patrick Ellis
Sheryl A. McMahon
Sims McGrath
Robert Weinstein
Tom Guerino

Representing

MassDOT, Office of Transportation Planning, representing Stephanie Pollack, MassDOT Secretary/Chief Executive Director
MassDOT Highway Division, District 5 representing Thomas Tinlin, MassDOT Acting Highway Administrator
Barnstable Town Council
Sub Region A: Bourne, Falmouth, Mashpee and Sandwich
Sub Region B: Dennis and Yarmouth
Sub Region C: Brewster, Chatham, Harwich and Orleans
Sub Region D: Eastham, Wellfleet, Truro and Provincetown
Cape Cod Regional Transit Authority

Others in Attendance

Gabriel Sherman
Tim Kochan
Terry Whalen
Tom Temple
John Fuller
Cathy Lynds
Stephen Buckley
Patty Daley
Jessica Wielgus
Martha Hevenor
Glenn Cannon
Steven Tupper
Lev Malakhoff
Patrick Tierney
Lisa Dillon
Chloe Schaeffer
Cally Harper

Representing

MassDOT, OTP Liaison
MassDOT Highway Division, District 5
Chatham, Town of, DPW
Chatham, Town of, DPW
Cape Cod Regional Transit Authority
Cape Cod Regional Transit Authority
openchatham.com
Cape Cod Commission
Cape Cod Commission
Cape Cod Commission
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Cape Cod Commission

Call to Order:

The Chairman, David Mohler called the meeting to order at 1:00

Public Comment:

Steven Buckley pointed out that MassDOT issued on the West Chatham Project a final individual category check list. He stated that MassDOT responded to a comment that Mr. Buckley made about not doing an environmental assessment. Mr. Buckley stated that MassDOT said that they don't have to do an environmental assessment because public safety is a social issue, which means to Mr. Buckley that it is not a health issue. He asked that we pull up the information to display.

Mr. Cannon stated that the decision is up to the Chair, but that Cape Cod Commission Counsel is hesitant to allow things being pulled from the internet by the public.

Mr. Mohler stated that there is no doubt about what is stated. Mr. Buckley refer to openchatham.com, today's date on pg. 154 where he made his comment.

Mr. Mohler asked the MPO members if anyone wanted to see the category check list and no MPO member requested to see the document.

Minutes of March 21, 2016:

Upon a motion to approve the DRAFT minutes of March 21, 2016 by Sims McGrath, second by Sheryl McMahon, the vote was passed unanimously. Jessica Rapp Grasseti asked the spelling be corrected on pg. 4 paragraph 6 to the Street Name to Quinaquisset Ave.

Massachusetts Department of Transportation (MassDOT) Capital Investment Plan: The Capital Investment Plan (CIP) determines how MassDOT prioritizes large investments, covering all transportation projects from municipal projects to regional airports, including highway, rail and transit, MBTA and Regional Transit Authorities projects. MassDOT staff will give a presentation explaining the Capital Investment Plan process. The Metropolitan Planning Organization will discuss the Capital Investment Plan process. – David Mohler, MassDOT Director of Strategic Planning

Mr. Cannon announced that copies of the Capital Investment Plan (CIP) have been printed for reference and is also available on the MassDOT website.

Mr. Mohler stated that the CIP is MassDOT's cash flow budget for the next 5 years. All TIP projects should be in the plan, if they are not, please let us know. They may not show in the same budget amounts because the TIP is an obligation document and the CIP is a cash flow document. MassDOT is holding a public session in Barnstable at the Hyannis Transportation Center @ 6:00 on Wednesday, April 27th. Representatives from each area will present their projects. If you are unable to make the meeting in Hyannis you may attend any meeting as they list all projects in the State.

The format of the meeting is the Open House Portion with a series of boards and/or maps with MassDOT personnel available for discussion, a 10/15 minute presentation from MassDOT then open up to a public comment period in which all are welcome and encouraged to participate. There will be professionals available from various entities to answer questions.

Mr. Cannon asked Mr. Mohler to speak about the small bridge program. Mr. Mohler explained that it recently became MassDOT's responsibility to inspect 85 bridges under the program. These bridges do not meet the legal requirements of a bridge, they are owned by municipalities and are less than 20 feet. They are not eligible for federal or state bridge funding and not prioritized enough to be on the TIP. We will be issuing inspection reports and will provide a program to identify the findings. This will bring an additional \$50 million of funding in the CIP over the next 5 years for the state. The district will work with the communities to identify the problem structures. Mr. Cannon asked if the funds are applied for through the Chapter 90 program. Mr. Mohler said it will be a process similar to Chapter 90. Cally Harper asked now for clarification on a non-bridge stating that if it's 20 feet is that an overpass over a culvert? Ms. Haznar stated that anything that is less than 20 feet is classified as a bridge. 8 to 20 ft. is a BRI – Baby Bridge, it is a bridge, just smaller than 20 Ft. Ms. Harper also asked if inspection reports would include future climate change scenarios and how an infrastructure would react in a future climate scenario. Ms. Mohler stated that it would do the same as bridge inspections where they look at the structure and the condition of the structure today. Also looking at it as if it were closed, what the detour route would be and the replacement cost. He stated that there are approximately 60-70 items in the inspection and doesn't believe there are any with climate change scenarios. Ms. Harper asked if we could add it to the list. Mr. Mohler commented that if we identify the structure that needs to be replaced, it may make sense to do climate change modeling at that time. Mr. McGrath stated that it was questioned where the Coastal Resiliency would fit into the CIP. It appears that the question would fit

into the Coastal Resiliency issue where sea level change would impact the structures. Jessica Rapp Grassetti asked how much we look at stormwater management over a culvert, for example the Santuit River Bridge in Mashpee, the concern is run off into the river. Mr. Mohler stated that it makes sense for the local Joint Transportation Committee to talk about these issues and bring them to the districts as we are designing the program.

Cape Cod Joint Transportation Committee Bylaws: Cape Cod Commission staff will review amended bylaws for the Cape Cod Joint Transportation Committee (CCJTC) with the Cape Cod Metropolitan Planning Organization (CCMPO) members. The CCMPO members will review and discuss the amended bylaws and potentially vote to accept the proposed amended bylaws. – Glenn Cannon, Cape Cod Commission

Mr. Cannon presented a power point. The presentation listed the each Article of the DRAFT Bylaws and included contact information for the submission of comments.

Sheryl McMahon suggested adding that all subcommittees abide by the open meeting law.

Upon a motion to approve the proposed amended Bylaws with the suggestion to add that all subcommittees abide by the open meeting law by Sheryl McMahon, second by Tom Guerino, the vote was passed unanimously.

Cape Cod Transportation Improvement Program Project Evaluation Criteria: Cape Cod Commission staff will describe the proposed project evaluation criteria scoring system to be used on future projects included in the Federal Fiscal Year 2017 – 2021 Transportation Improvement Program. The Metropolitan Planning Organization will discuss and potentially vote to make recommendations on the criteria to be used in the proposed project selection criteria scoring system. - Steve Tupper, Cape Cod Commission Transportation Planner

Mr. Tupper presented a power point. The presentation included the Project Selection Criteria, Existing Project Evaluation Approach, Potential Revision Considerations, Project Evaluation Criteria Revision Process, and the DRAFT Project Evaluation Criteria. The presentation also included a detailed scoring template, and a Cape Cod TIP Project Evaluation Scoring Summary sheet.

Mr. Tupper stated that the CCJTC recommended that this document be brought to the MPO today for approval.

Mr. Cannon stated that scoring is only 1 element of project selection. There are assumptions that have to be made and one of the assumptions is that all projects will include bicycle and pedestrian accommodations also that direct discharges are being eliminated. Once it becomes a TIP project storm water will be addressed. We will look at the projects each year as some of the details may not be known at this time it is entered on the TIP.

Ms. Harper asked about the score of "0" for the E.3 Coastal Resiliency/Sea Level Rise Vulnerability category. Mr. Tupper explained that to receive points for that category, a project specifically needs to contemplate the impacts of climate change and alter its design and its resiliency. To this point no project has actively responded to that but we hope it will. He believes that down the road we will see projects actively responding to coastal resiliency. Mr. McGrath asked if the staff has adequate parameters for resiliency and how they may be applied to specific projects. He is aware that MassDOT is looking at resiliency but does that mean that they will be coming out with additional guidelines for consideration in the scoring systems. Mr. Tupper stated that it is an evolving field and that the Cape Cod Commission has done a great job through the UPWP but the details still need to be worked out. Mr. Mohler added that this was the first time that the CIP used scoring criteria, once we are beyond the CIP there will be an assessment of what went well. The Project Selection Advisory Council (PSAC) was originally designed to do a job then go away, however they are continuing to meet and evaluate what their scoring metric did and see what may need to change. Mr. Cannon added that this is an evolving process and we all need to come together to look at the process.

Patrick Ellis added that a conversation was had at JTC meeting regarding the Bourne, Rte. 6 Scenic Highway Median Installation project. The number of users and the impact of that number is a missing metric. He feels that is an important project for our region. Mr. Mohler pointed out that there is a metric which is, F1. Project cost per use. There needs to be further discussion about how we measure these categories. Mr. Guerino added that the notion that the scenic highway which delivers 50% of the cars onto Cape Cod, is not rated higher because of similar criteria is disheartening, if there is a

way to amend the plan he intends to do that. Mr. Mohler added that all accidents aren't scored equal. Ms. Grassetti added that she is surprised by the score of "0" in category E3. Effect on air quality/GHG emission. Mr. Tupper responded by stated that the scoring system looks at two things what is the issue with the current location and what will the project do to change that condition. The issue is recognized but did not see a cure with the project.

Ms. Harper added that there are tools available; the Cape Cod Commission has a Seal Level rise tool. It is a bathtub model which raises the level of water which shows the impact and that data is available. We are also undergoing an intensive vulnerability assessment for infrastructure to identify assets. This scoring uses the sea level rise model, FEMA flood map model and SLOSH, which is surge associated with hurricanes that come from the National Weather service. They are adding a forth data layer from \$750k grant NOAA and this data will be available in about 3 years and is specific to Coastal Resiliency.

Mr. Tupper stated that for members of the public, these projects will be on a map so that you are able to see the projects.

Upon a vote to approve the scoring process, and that it is a dynamic process by Jessica Rapp Grassetti, second by Sims McGrath, the vote was passed unanimously.

2017-2021 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 2017 to 2021 (October 1, 2016 to September 30, 2021). Cape Cod Commission staff will give a presentation further explaining the process of developing the TIP. The Metropolitan Planning Organization will discuss which potential projects could be included in the 2021 Transportation Improvement Program (TIP). - Steve Tupper, Cape Cod Commission Transportation Planner

Mr. Tupper presented a power point. The presentation included a diagram of the elements of TIP funding and how it fits in to the STIP, the TIP Development Schedule, DRAFT Regional Targets of Highway Funding for MPO Projects, FFY 2016-19 Programmed TIP MPO Projects, MPO Highway Project Discussion Chart, Unprogramed Projects for Discussion, Cape Cod 2016-19 TIP, Statewide Program Highway Projects and the 2017-2021 CCRTA TIP Project Summary.

Mr. McGrath suggested that with some of the larger projects perhaps we should consider separating them for budgetary reasons. Mr. Cannon stated that they do advise CCJTC members to be sure that multiple projects can fit into 1 year. The members do not like it if a project takes up an entire year of the TIP. Mr. Ellis stated that the one thing we don't have as a region that MassDOT has, is a pool of money that for full design projects as well as system preservation projects. He suggested that the JTC develop a simplified process for system preservation/resurfacing projects which could potentially fill in the funding gaps. Mr. Cannon stated the he has initiated that conversation with MassDOT, and they haven't come to an agreement.

John Fuller received the 2017-2021 CCRTA TIP Project summer included in the power point.

Mr. McGrath confirmed that the overhaul program is in place for when the bus has structural fatigue. They are then overhauled at a significant price savings as opposed to purchasing new. Mr. Fuller stated that the bus is stripped to the frame and rebuild from there – new engines, rebuilt transmission and everything else is stripped and rebuilt, it is about a 2 month process. There are 3 scheduled for next year.

Mr. Guerino commented that the team that has been put together over the past 4/5 years is extremely professional and the information that is being brought forward is 100x more professional and have a better handle on how the organization is being managed. Fares are up, efficiency is up and there is a great team at the RTA presenting this information.

Mr. Mohler asked what the difference is between an expansion of a bus over 30' and an acquisition of a bus over 30'. Mr. Fuller stated that an acquisition is to replace a bus over 30' and an expansion is expanding the fleet (buses in reserve) without an expansion of service.

In closing, Mr. Tupper stated that there is a summary of this document printed on one page for purposes of posting or giving this information to the public. This summary is also posted on the Cape Cod Commission website. Upcoming meeting dates are being changed from May 16 – May 23 and June 20 – June 27 to allow time to prepare completed UPWP and TIP documents.

Federal Fiscal Year 2017 Unified Planning Work Program (UPWP): The UPWP is a list of transportation planning projects scheduled for funding and implementation as outlined in the Federal Fiscal Year 2017 (October 1, 2016 to September 30, 2017) UPWP document. Cape Cod Commission staff will give a presentation outlining the planning process that leads to development of the UPWP. The Metropolitan Planning Organization will discuss potential planning projects for inclusion into the UPWP. - Glenn Cannon, Cape Cod Commission Director of Technical Services

Mr. Cannon presented a power point. The power describes the program and lists each task and the duties within each, the Corridor Study Selection and a DRAFT FY 2017 Funding Summary.

Ms. Grassetti asked if there was a mitigation plan for Cotuit Meadows as far as a traffic light being installed. Mr. Cannon stated that it is a 40B and will need to be referred to the town.

Mr. McGrath commented that most of the traffic counting occurs in the summer. He stated that for planning purposes, having some off season numbers would be helpful to Orleans and other communities. Mr. Malakhoff stated that we are trying to get permanent station installed to collect year round date. There are two stations set up in Harwich. Mr. McGrath stated that for lower Cape towns, traffic counts would indicate economic activity and aid in discussions. Mr. Cannon stated that he will work with MassDOT to get permanent stations in Orleans at Rte. 6/Rte28 and Rte. 6 in Wellfleet, and possible Rte. 6 in Eastham.

Mr. Mohler asked if there was objection to staff providing a Rte. 28 scope as the recommended scope for public release. No objections.

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 staff activities.

Ms. Haznar stated that MassDOT will no longer be putting together book jobs. The projects have become far too complicated than in the past.

Pam Haznar gave the following MassDOT updates on previously reported projects:

2015 Projects:

- The construction bid opened on 3/15/16 for the intersection improvements at Rte. 28 and Bearses Way in Barnstable, low bidder Lawrence Lynch, awaiting contract award and notice to proceed
- The resurfacing work on Rte. 6 from Dennis to Harwich was awarded to Lawrence Lynch Corp, a notice to proceed was issued 4/1/16

2016 Projects:

- Orleans, Intersection improvements at Rte. 6A/Main St and Rte. 28/Main St is poised to be advertised this fiscal year
- Dennis-Yarmouth, Construction of a multi-use path over the Bass River includes new pedestrian bridge is on track, need to confirm the ROW
- Chatham, Improvements at Rte. 28 from George Ryder Rd to Barn Hill Rd – 100% submission and revised right of way plans are due late spring. From ROW plans approval, it may take one year to acquire the necessary Right of Way, therefore the project is delayed and will need to be moved out the FFY2016
- Barnstable, Intersection & signal improvements at Rte. 28 at Strawberry Hill Rd – awaiting 25% submission

- Barnstable, Lighting and landscaping of the roundabout at the Rte. 6 eastbound exit ramp & Rte. 149 – 100% submission received by headquarters 4/5/16
- Sandwich, Barnstable, Yarmouth, Harwich, Brewster, Orleans – Guide & traffic sign replacement on Rte. 6 and is under internal review MassDOT will update when they have information

2017 Projects:

- Dennis, Corridor Improvements on Rte. 28 from Dennis Commons Drive to Upper county Rd. This project required 132 right of way actions – Received the 75% design plans and they are under review. The ROW plans are close to be approved, but there are concerns about staying in FFY 2017
- Falmouth, Intersection improvements at Rte. 28A and Rte. 151 at 25% design and awaiting scheduling of Design Public Hearing, concerned about keep this project in 2017
- Harwich, Brewster, Orleans – Resurfacing & related work on Rte. 6 – This project will be advanced in-house and storm water Best Management Practice (BMPs) will be included in design
- Barnstable, Intersection improvements at Rte. 28 & Osterville-West Barnstable Rd – MassDOT comments on revised 25% plans submitted to the design engineer
- Barnstable-Yarmouth, CCRT extension from Station Ave, Yarmouth to Mary Dunn Rd in Barnstable is at 25% design

2018 Projects:

- Barnstable, Intersection improvements at Rte. 28 and Yarmouth Rd –this project which is at 25% design, design public hearing held 2/18/16 and 75% design plans are due late August
- Wellfleet, Intersection improvements at Rte. 6 and Main St are at pre 25% design, a road safety audit held March 30, 2016, need revised design schedule from designer for submission of 25% plans

2019 Projects:

- Chatham, Intersection improvements at Rte. 28/Depot Rd/Queen Anne Rd/Crowell Rd – Public outreach meeting held in June, 2015 the consultant is to perform additional data collection and present alternative to the town in late winter early spring 2016
- Bourne, Traffic improvements @ Belmont Circle at Routes 6/28/25/Main Street – 25% design plans under development
- Mashpee, Corridor improvements on Rte. 151 from Mashpee Rotary to Falmouth town line – pre 25% design, proposed to be programmed in 2 yrs., 2nd being 2020

Projects awaiting funding – pending PRC approval:

- Dennis-Yarmouth, resurfacing and related work on Rte. 6, potential 2016 replacement project
- Truro, Bicycle accommodation improvements on Rte. 6, potential 2016 replacement project
- Shared use path in Sandwich adjacent to the Service Rd looking to connect the Cape Cod Rail Trail in Barnstable, pre 25% design

Ms. Grassetti made a comment about the trash along Rte. 28 stating that she made a complaint to the District 5 office.

Mr. Ellis asked for an update on the Canal Region Study. Mr. Mohler stated that he did not have that information, but will have it sent to Mr. Cannon. Mr. Guerino stated that he still believes that the study is flawed in many areas and will continue to bring that forward.

Cathy Lynds thanked Tom Guerino for his comments about the RTA. The Advisory Committee approved the budget for the next fiscal year. It is also great working with the Cape Cod Commission and appreciate their work on the Comprehensive Service Assessment. This information is helpful moving forward as we identify efficiencies and eliminating barriers to transportation. The biggest barrier is infrastructure and Cape Cod is rural. The CCC is looking at our transit stops and look at the infrastructure at each stop and determine what is necessary and help the RTA prioritize their investments as well as the communities ensure that they can access transit.

Mr. Cannon gave the following Cape Cod Commission updates:

Mr. Cannon stated that there is a copy of a public comment received regarding Amtrack service to Cape Cod from Fall River and New Bedford, in partnership with Rhode Island, MBTA links from/to the Cape, Investigate diesel multiple units for Cape Rail operation. We stated that we will continue to work with MassDOT on these interregional Projects.

Patty Daley stated that she received a notice from the Steamship Authority that they are putting together a report on the feasibility of providing service from New Bedford to Martha's Vineyard, we will be forwarding that report if anyone is interested in commenting.

Adjourn

Upon a motion to adjourn the meeting at 2:50 pm my Jessica Rapp Grassetti, second by Sheryl McMahon the vote was passed unanimously

Documents and Exhibits:

Meeting Agenda, April 25, 2016

DRAFT MPO Meeting Minutes, March 21, 2016

CCJTC Bylaws, Power Point

CCJTC Bylaws document

TIP Project Evaluation Criteria, Power Point

Draft Project Evaluation Scores

Draft Project Evaluation Scoring Template

TIP FY 2017-21 Development, Power Point

UPWP FFY 2017 Power Point

Email from Brendan Reed to Glenn Cannon, dated April 6, 2016, Subject: Cost effect mass transit improvements to the Cape