



## Cape Cod Metropolitan Planning Organization (MPO)

Draft Minutes | May 26, 2020 at 1:00 p.m.

Virtual Meeting

---

### Roll Call/Attendance

<u>Members/Designees</u>	<u>Representing</u>	<u>Attendance</u>
Steve Woelfel	MassDOT, <i>Representing Stephanie Pollack</i>	Present
Robert Wheeler	MassDOT District 5, <i>Representing Jonathan Gulliver</i>	Present
Harold Mitchell	Cape Cod Commission	Present
Robert Lawton	Cape Cod Regional Transit Authority	Present
Ronald Bergstrom	Barnstable County Commissioners	Absent
Jason Steiding	Mashpee Wampanoag Tribal Council, <i>Rep. Cedric Cromwell</i>	Absent
Daniel Santos	Town of Barnstable	Present
Judith Froman	Sub-region A: Bourne, Falmouth, Mashpee & Sandwich	Present
Norman Holcomb	Sub-region B: Dennis & Yarmouth	Present
Alan McClennen	Sub-region C: Brewster, Chatham, Harwich & Orleans	Present
Robert Weinstein	Sub-region D: Eastham, Provincetown, Truro & Wellfleet	Present
 <u>Ex-officio Members</u>		
Tom Andrade	Cape Cod Joint Transportation Committee	Present
Brian Carlstrom	NPS/CC National Seashore	Absent
Lawrence T. Davis	US Army Corps of Engineers/Cape Cod Canal	Absent
Cassie Ostrander	Federal Highway Administration, <i>Representing Jeffrey McEwan</i>	Present
Peter Butler	Federal Transit Administration	Absent
 <u>Also Present</u>		
Cheryll-Ann Senior	MassDOT, District 5	
Benjamin Muller	MassDOT, OTP	
Jeff Bandini	McMahon Associates	
Noah Berger	Cape Cod Regional Transit Authority	
Sarah Colvin	Cape Cod Commission	
Patty Daley	Cape Cod Commission	
Mallory Kender	Cape Cod Commission	
Lev Malakhoff	Cape Cod Commission	
Colleen Medeiros	Cape Cod Commission	
David Nolan	Cape Cod Commission	
David Still	Cape Cod Commission	
Steven Tupper	Cape Cod Commission	
Jessica Wielgus	Cape Cod Commission	

Silvia Dos Santos                      Portuguese Language Interpreter  
Steve Buckley  
Kien Ho  
Andrea Terkelsen  
Rob Wilson  
Terry Whalen

### **Call to Order/Introductions**

Steve Woelfel called the meeting to order at 1:00 p.m. Steven Tupper provided instructions for participation in the virtual meeting. The roll was called to determine which members were present.

### **Potential Approval of Prior Meeting Minutes**

A motion to approve the draft minutes of the April 27, 2020 meeting was made by Harold Mitchell, second by Daniel Santos. Members voted as follows:

Steve Woelfel	Aye
Robert Wheeler	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Daniel Santos	Aye
Judith Froman	Aye
Norman Holcomb	Aye
Alan McClennen	Not Present
Robert Weinstein	Abstain

The motion passed.

### **Public Comment**

Rob Wilson acknowledged the Cape Cod MPO and Cape Cod Commission staff for their work on MassDOT's Capital Investment Plan (CIP) public meeting. He also noted that the Cape Cod Canal bridges have not yet appeared in the regional transportation plan or CIP, and encouraged members to stay aware of the bridge project and the work of the Army Corps.

## **Federal Fiscal Years (October 1 – September 30) 2020-2024 Transportation Improvement Program (“TIP”) Amendment #4**

*Staff will describe public comments received, and the Cape Cod Metropolitan Planning Organization (MPO) may vote to endorse, draft Amendment #4 which would allow the Steamship Authority to expend Ferry Boat Formula Grant funding.*

Steven Tupper reviewed TIP Amendment #4, which was released for public comment at the last meeting of the MPO. He reported that no public comment was received.

A motion to endorse draft Amendment #4 was made by Harold Mitchell, second by Norman Holcomb. Members voted as follows:

Steve Woelfel	Aye
Robert Wheeler	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Daniel Santos	Aye
Judith Froman	Aye
Norman Holcomb	Aye
Alan McClennen	Not present
Robert Weinstein	Aye

The motion passed.

## **Federal Fiscal Years (October 1 – September 30) 2021-2025 TIP Development**

*Staff will describe comments received, and the Cape Cod Metropolitan Planning Organization (MPO) may vote to endorse, the draft 2021-2025 Transportation Improvement Program (TIP).*

Colleen Medeiros reviewed the TIP development process. She reported that this year’s public engagement efforts were shifted to three virtual meetings. 110 public comments on the TIP and UPWP were received verbally and via email, phone, and written letter regarding the following:

- Bourne Rail Trail – Over 90 comments received in support of project.
- Harwich Exit 10 – Comments received from town officials and members of the public regarding safety concerns.
- Canal Area
- CCRTA
- MassDOT – Document Content
- Falmouth, Route 28 – Comments received in support of future TIP project.
- Provincetown, Shank Painter Rd. – Letter of support received from the Cape Cod National Seashore.

- Bourne Scenic Highway – Comments received in support of median installation project.
- Bears’s Way Path – Letter received from Town of Barnstable, along with guidance from MassDOT, recommending that the project be pushed out one year due to project readiness.

Ms. Medeiros noted that action was taken in response to public comments and feedback from MassDOT, such as the rescheduling of the Bears’s Way Path project. She presented the slate of regionally- and state-prioritized projects, as revised based on public comments.

A motion to endorse the draft FFY 2021-2025 TIP was made by Harold Mitchell, second by Judith Froman. Members voted as follows:

Steve Woelfel	Aye
Robert Wheeler	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Daniel Santos	Aye
Judith Froman	Aye
Norman Holcomb	Aye
Alan McClennen	Not present
Robert Weinstein	Aye

The motion passed.

## Cape Cod MPO Self-Certification Compliance Statements

*Staff will describe and the Cape Cod Metropolitan Planning Organization (MPO) may vote to endorse Self-Certification Compliance Statements on the Metropolitan Transportation Planning Process and Air Quality Planning required by Global Warming Solutions Act and its regulations (310 CMR 60.05).*

Steven Tupper described that this vote certifies the process used in preparing the TIP. Two sets of requirements are considered: Transportation Planning Process requirements and the regulations of the Global Warming Solutions Act. The committee chair will sign the statements on behalf of the group due to remote participation in the meeting.

A motion to endorse self-certification compliance statements was made by Harold Mitchell, second by Judith Froman. Members voted as follows:

Steve Woelfel	Aye
Robert Wheeler	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Daniel Santos	Aye

Judith Froman	Aye
Norman Holcomb	Aye
Alan McClennen	Not present
Robert Weinstein	Aye

The motion passed.

## **Federal Fiscal Year 2021 (October 1, 2020 – September 30, 2021) Unified Planning Work Program (“UPWP”) Development**

*Staff will describe public comments received, and the Cape Cod Metropolitan Planning Organization (MPO) may vote to adopt, the draft 2021 UPWP.*

David Nolan reviewed the UPWP development process and task categories. He highlighted the following projects for FFY 2021, falling under Task 3 – Short- and long-range transportation planning:

- 3.1 – Route 28 East Hyannis Corridor Study
- 3.2 – Transportation Safety: Road Safety Audits/Route 6
- 3.3 – Rail Trail Crossing & Traffic Signal Inventories
- 3.4 – Managed Retreat Best Practices
- 3.5 – Follow up on previous studies

Mr. Nolan reviewed the distribution of UPWP projects by town over the period of FY 2016 to FY 2021, noting the importance of regional equity. Mr. Nolan summarized public comments received on the following projects and topics, noting the Cape Cod Commission staff’s consideration and response to these comments:

- Bourne Rail Trail – Commission staff have programed a Bourne Complete Streets study and bike plan, and will continue to assist in advancing the project.
- Harwich Exit 10 – This area will be included in planned Route 6 road safety audits.
- Canal Area
- CCRTA – Commission staff will inventory bus stop accessibility this summer and will continue to partner with the CCRTA on projects as needed.
- MassDOT, Document Content – Adjustments have been made to final report to address comments on content and accessibility.
- Upper Cape Bus Connectivity – Bus routes are being assessed in the Buzzards Bay area. Commission staff will continue to work with the CCRTA to improve connectivity.
- Selective Truck Exclusions – Comments received regarding truck traffic on local roads, particularly in Falmouth. Requests to assess alternate routes and to study how many heavy vehicles are using smaller streets in this area.
- Regional Equity – Line added to TIP section of UPWP stating intent to evaluate regional equity within the TIP program, and to consider smaller projects when leftover funds are available.

Mr. Nolan presented a draft funding summary, as previously approved by the MPO.

Alan McClennen joined the meeting.

A motion to endorse the Federal Fiscal Year 2021 UPWP was made by Harold Mitchell, second by Judith Froman. Members voted as follows:

Steve Woelfel	Aye
Robert Wheeler	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Daniel Santos	Aye
Judith Froman	Aye
Norman Holcomb	Aye
Alan McClennen	Aye
Robert Weinstein	Aye

The motion passed.

## Reports

*Cape Cod Regional Transit Authority and Cape Cod Commission staff will report on recent and upcoming transportation initiatives across Cape Cod.*

Robert Wheeler presented the following updates from MassDOT:

Project Year	Project Name	MassDOT Update
2020	<b>Bourne</b> , Multi-modal improvements - Belmont Circle	Advertising scheduled for Jun 13, 2020.
2022	<b>Barnstable</b> , Shared-use Path - Bearse's Way	25% review is complete. Next steps are a utility meeting and design public hearing. 75% plans expected Sept 2020.
2021	<b>Mashpee</b> , Corridor Improvements and Related Work on Rte. 151	75% plans currently under review. Completed comments expected Jun 9, 2020.
2022	<b>Orleans</b> , Rte. 28, Rte. 39 & Quanset Rd.	Utility meeting and public hearing were held Dec 2019. 75% submission expected Aug 2020.

2023	<b>Wellfleet</b> , Intersection Improvements & Related Work at Rte. 6 & Main St.	25% plans due Aug 7, 2020.
2024	<b>Chatham</b> , Intersection Improvements & Related Work, Rte. 28, Depot Rd., Queen Anne Rd. & Crowell Rd.	Waiting for 25% submission.
2024	<b>Dennis-Harwich</b> , Rte. 28 Reconstruction	25% review was completed Feb 2020. Next steps are a comment resolution meeting, utility meeting, and design public hearing.
2025	<b>Provincetown</b> , Corridor Improvements & Related Work - Shank Painter Rd.	25% review completed May 12, 2020. Next steps are a comment resolution meeting, utility meeting, and design public hearing.

Steve Buckley reminded MassDOT District 5 that he requested information on the regulations or process for amending a project, and voiced his belief that the 2023 Wellfleet intersection improvement project has changed significantly since its project initiation form. Mr. Wheeler does not believe there was a significant change that would require the project to go back to the project review committee. District 5 will supply Mr. Buckley with the information requested.

Noah Berger provided updates from the CCRTA. The CCRTA ran a reduced schedule from the date of Governor Baker's initial COVID-19 advisory until May 26, 2020, when the pre-COVID-19 schedule was reintroduced. The Hyannis Area and WHOOSH trollies are not currently operating. Ridership is down 65-75% compared to previous years, but numbers are increasing. Mr. Berger noted that the metrics used to judge transit are now wholly different. The CCRTA is grateful for federal assistance through the CARES Act. A grant has been filed with the Federal Transit Administration to make up the fiscal difference between previously and currently anticipated income, and will include funds for operating assistance, vehicle maintenance, and improvements to the CCRTA's maintenance facility. The CCRTA is one of only 25% of RTAs across Massachusetts without covered vehicle storage in their maintenance facilities. Covered storage will aid in ongoing efforts to keep vehicles clean and disinfected. Other projects will be rolled out, including the installation of protective barriers for drivers in buses. \$12.4M of CARES Act and Urbanized Area Formula Funds have been given to the Steamship Authority, which relies almost entirely on fare revenue for their operations. Fares were down 95% at the beginning of the pandemic.

Steven Tupper provided updates from the Cape Cod Commission. He reported that public outreach efforts for the TIP and UPWP were much different this year due to COVID-19. He noted the addition of interactive content to the Cape Cod Commission website as a positive outcome, including videos and Portuguese translations. The Cape Cod Bike Rack Program has been announced for the federal fiscal year, which directs funds from the TIP to the fifteen towns in the region for bicycle parking facilities. Applications for new bike rack locations will be accepted through June 15, 2020. Information is available on the Cape Cod Commission website. If all funds are not expended this spring, another round of funding will be available. Mr. Tupper reported that the Cape Cod Commission has been active in many facets of COVID-19 response. Resources

are available on the Commission website which leverage the agency's data capabilities. These include a COVID-19 case tracker and an impact dashboard. The dashboard displays metrics for the broader effects of COVID-19 on the community, including sales receipts, room occupancy figures, and populations data. A traffic data viewer will soon be added. Crossings on the Sagamore Bridge were down 50% in April 2020 from the previous year. Mr. Tupper noted that elections will be held in the fall for sub-regional representatives to the MPO. He thanked current MPO members for their efforts on the committee.

## New Business

*Topics not reasonably anticipated by the Chair more than 48 hours before the meeting.*

Judith Froman thanked MassDOT for resurfacing a section of Bourne's Scenic Highway. Ms. Froman emphasized that the town of Bourne's administration and representatives want to be a part of all conversations relating to the canal bridges and Cape Cod regional transportation planning.

## Adjourn

A motion to adjourn was made by Harold Mitchell, second by Judith Froman. Members voted as follows:

Steve Woelfel	Aye
Robert Wheeler	Aye
Harold Mitchell	Aye
Robert Lawton	Aye
Daniel Santos	Aye
Judith Froman	Aye
Norman Holcomb	Aye
Alan McClennen	Aye
Robert Weinstein	Aye

The motion passed. The meeting was adjourned at 1:43 p.m.

## Documents Used/Received

CCMPO Meeting PowerPoint Presentation – May 26, 2020  
Draft CCMPO Meeting Minutes – April 27, 2020  
FFY 2021-25 TIP & FFY 2021 UPWP Public Comment Packet – May 19, 2020  
Draft FFY 2020-24 TIP Amendment #4 – May 19, 2020  
Draft FFY 2021-25 Transportation Improvement Program – May 19, 2020  
Draft FFY 2021 Unified Planning Work Program – May 19, 2020