



Cape Cod Joint Transportation Committee (CCJTC)

Draft Minutes | May 13, 2022, at 8:30 a.m.

Virtual Meeting

Roll Call/Attendance

<u>Members/Designees</u>	<u>Representing</u>	<u>Attendance</u>
Griffin Beaudoin <i>representing Dan Santos</i>	Barnstable	Absent
Tim Lydon	Bourne	Present
Griffin Ryder	Brewster	Present
Thomas Temple, Chair	Chatham	Present
Thomas Andrade	Dennis	Present
Ronald Simmons	Eastham	Present
James McLoughlin	Falmouth	Present
Chris Nickerson	Harwich	Absent
Catherine Laurent	Mashpee	Present
Tom Daley	Orleans	Present
Jim Vincent	Provincetown	Present
Paul Tilton	Sandwich	Present
Jarrod Cabral	Truro	Absent
Jay Norton	Wellfleet	Present
Amanda Lima <i>representing Jeff Colby</i>	Yarmouth	Present
Sean Polay	Bicycle	Absent

Also Present

Colleen Medeiros	Cape Cod Commission
David Still	Cape Cod Commission
Steven Tupper	Cape Cod Commission
Evan Moorman	Cape Cod Commission
Jessica Wielgus	Cape Cod Commission
Phil Mele	Cape Cod Commission
Leah Lacross	Cape Cod Regional Transit Authority

Sid Kashi	GPI
Barbara Lachance	MassDOT District 5
Chris Falcos	MassDOT
Raissah Kouame	MassDOT
Mary Ellen Defrias	MassDevelopment
Kathleen Kolva	Joint Base Camp Edwards Cape Cod
Mary Ellen DeFrias	Mass Development
MJ Mastrangelo	Bourne Select Board
Greg Bilezikian	
Rik Ahlberg	Provincetown Bicycle Committee
Steve Rhoads	VHB

Call to Order/Introductions

Tom Temple called the meeting to order at 8:30 a.m. Colleen Medeiros provided instructions for participation in the virtual meeting and noted that the meeting was being held remotely, with all members of the Cape Cod Joint Transportation Committee participating remotely, pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain Covid-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021. The roll was called to determine which members were participating remotely, as reflected in the roll call vote listed above. Attendees were invited to introduce themselves.

Announcements:

Ms. Medeiros requested that anyone arriving late or leaving the meeting early to please use the messaging feature in the Zoom application to notify members of their arrival or departure. Ms. Medeiros also mentioned that we have a couple of new CCJTC members in attendance from Eastham (Ronald Simmons) and Provincetown (Jim Vincent) and invited them to introduce themselves at roll call.

Kathleen Kolva from Joint Base Camp Edwards Cape Cod and Chris Falcos from MassDOT, introduced themselves to CCJTC Members and attendees.

Tim Lydon Joined the meeting at 8:37 AM and is now eligible to vote.

Potential Approval of Prior Meeting Minutes

A motion to approve the draft minutes of the April 08, 2022, meeting was made by Tom Andrade, second by Jay Norton. Members voted as follows:

Tim Lydon	Aye
Griffin Ryder	Aye
Tom Temple	Aye
Tom Andrade	Aye

Ronald Simmons	Aye
James McLoughlin	Aye
Catherine Laurent	Aye
Tom Daley	Aye
Jim Vincent	Aye
Paul Tilton	Aye
Jay Norton	Aye
Amanda Lima	Aye

The motion Passed.

Public Comments

No public comment was made.

Massachusetts Department of Transportation (MassDOT) Speed Management:
MassDOT Staff will present an overview of MassDOT's new speed management approach for roadways including recommendations for implementing speed management in Massachusetts communities.

Chris Falcos presented on behalf of the MassDOT traffic and safety department. The purpose of the presentation was to share MassDOT's new speed management policy and toolbox to manage high speeds on state and local roadways. Mr. Falcos explained the presentation would outline the tools MassDOT is working on for towns to reduce speeds on their local roadways. The speed management is geared towards towns so that they have recommendations on how to handle speed management, speed countermeasures, speed awareness and how speed management and speed zoning go hand in hand. Mr. Falcos went over in brief detail about the types of countermeasures MassDOT recommends to reduce speeds such as chicanes, lateral shifts, median islands, and curb extensions. These countermeasures can be applied at intersections, corridors or midblocks.

Paul Tilton presented a scenario and stated that when traffic calming measures are in place, that drivers tend to speed up after or in between traffic calming measures. Mr. Tilton wanted to know how this effects speed studies? Mr. Falcos explained that implementation of speed humps on a heavily used road typically results in users speeding up between speed humps and that MassDOT is aware of this issue. Using other forms of speed reduction such as raised crosswalks or smaller lanes seem to be more effective. Mr. Falcos stated that MassDOT has not conducted many

studies after speed countermeasures were in place and that most of there data is from FHWA.

Tom Andrade asked if MassDOT is working on implementing village zones on areas such as Route 6A, if MassDOT is starting to shift away from setting speed limits by using the eighty-fifth percentile speed for speed limits, and if MassDOT is considering adopting a reduction in speed to 25 MPH in thickly settled areas statewide in response to Massachusetts General Law Chapter 90. Mr. Falcos shared that MassDOT is working on ways to reduce speeds in an economic and reasonable way but could not address the Route 6A question directly. Mr. Falcos explained the eighty-fifth percentile speed guidance is from the FHWA and cannot be changed, however if after a speed study is conducted and the eighty-fifth percentile speed it determined, the speed limit could be reduced by 7 MPH. Mr. Falcos mentioned that MassDOT has not had conversation about 25 MPH in thickly settled areas statewide, but that there has been increased interest in doing so from a number of towns and that it can be easily adopted by any town in the state.

Griffin Ryder asked if the 7 MPH reduction after a speed study is a new practice. Mr. Falcos explained that this was an existing practice but was not always discussed. Mr. Ryder inquired if there is any additional documentation that would need to be submitted to MassDOT to reduce speed my 7 MPH. Mr. Falcos stated that if a town can submit proof of additional speed reduction need, then MassDOT would consider the additional speed reduction. Mr. Ryder asked if after a speed study is completed and a town installs temporary speed humps and decides to remove them, if it is counterintuitive to do so? Mr. Falcos shared that some towns place temporary traffic calming measures to see the effects on the area and if effective, the towns will keep them in place until funding is secured for permanent traffic calming measures such as speed humps.

Steven Tupper asked if towns can, without speed studies, reduce speeds in thickly settled areas where speed limits were set many decades earlier. Mr. Falcos stated that rescinding a speed limit on a locally owned roadway is possible but not on state owned or operated roadways. Mr. Falcos mentioned that if a town decides to reduce a speed limit on a road, that they consult with the state regulation engineer first.

Update on Plans Available for Public Comment: *Staff will provide a description of and status update on and the Joint Transportation Committee may discuss the following plans that are out for public comment which are available at www.capecodcommission.org/mpo.*

Colleen Medeiros reported on the following plans that are currently out for public comment:

- Federal Fiscal Year 2023 Unified Planning Work Program
- Federal Fiscal Year 2023-2027 Transportation Improvement Program

Ms. Medeiros highlighted the following projects, which are included on FY 2023 Unified Planning Work Program (UPWP):



- Station Avenue Corridor Study
- Roadway Safety Audits & Non-Motorist Crash Analysis
- Side-Path Crossing Inventory
- Climate Action Plan including EV Charging Infrastructure and Low-Lying Roads Funding Follow-up
- Complete Streets Support
- Data Collection
- Regional Transportation Plan (RTP) Update

Ms. Medeiros also presented the draft slate of projects on the FFY 2023-2027 TIP. Ms. Medeiros highlighted the increased cost for the Dennis Route 28 Streetscape Project. Ms. Medeiros also reviewed the distribution of TIP funds by community for 2023-2027 as well as a ten year look back on TIP funds across the region. Ms. Medeiros highlighted that the Commission is working with Eastham as it has not received any TIP related project funding. Ms. Medeiros reviewed recent public outreach efforts for the UPWP and TIP, which have included online materials (draft documents, flyers, and videos), an online survey, flyers and bus signs, discussion at MPO meetings, one virtual public meeting, virtual office hours, bicycle outreach tables, social media, and more. The public comment period is open until May 16, 2022.

US DOT (Department of Transportation) Safe Streets and Roads for All Discretionary Grant Program – *Staff will provide an overview of the US DOT Safe Streets and Roads for All Discretionary Grant Program that was established as part of the Bipartisan Infrastructure Law. The grant program will provide \$5 to 6 billion in grants over the next five years for regional, local, and Tribal initiatives that prevent roadway deaths and serious injuries.*

Steven Tupper shared the USDOT Safe Streets and Roads for All (SS4A) Grant Program opportunity. Mr. Tupper highlighted that the funds from this grant could help MPOs, counties, cities, towns, and other special districts develop or update a Comprehensive Safety Action Plan. This plan is also commonly referred to as a Vision Zero Plan.

Mr. Tupper shared that if any town is interested in this opportunity, that the towns can do so individually or the towns can also reach out to Commission staff to work on a joint grant application.

Griffin Ryder asked if the Comprehensive Safety Action Plan be dovetailed with the Complete Streets Prioritization Plan. Mr. Tupper stated that the requirements for what needs to be in the Comprehensive Safety Action Plan have not been released, but that the Complete Streets Prioritization plan could act as a foundation to development of the Comprehensive Safety Action Plan. MassDOT is available for assistance in developing a Comprehensive Safety Action Plan.

Sid Kashi asked if there is any municipality in the state that currently has a Comprehensive Safety Action Plan. Mr. Tupper stated that the Commission's state partners may be able to answer that, however some municipalities in the state have developed Vision Zero Plans.

Paul Tilton asked where MassDOT stands on interchanges and substandard ramps on Route 6 and if this grant program would address that. Mr. Tupper explained that states are not eligible for this plan, but Mr.

Tilton's question could be answered in greater detail after the meeting from MassDOT. Mr. Tupper shared that the Commission completed an analysis of the ramps and high crash locations a few years ago, and this data could be used to help address areas of concern.

Public Participation Plan Update: *Staff will provide an overview of this year's update on the Public Participation Plan. The Public Participation Plan sets up the process by which the Cape Cod Metropolitan Planning Organization solicits public involvement and cooperative decision making as part of the transportation planning process.*

Jessica Wielgus provided an overview and description of the Public Participation plan and the proposed draft plan update which will be presented at the next CCMPO meeting for vote to release for a 45-day public comment period.

Ms. Wielgus explained that the PPP allows for inclusive and equitable decision making. The PPP guides the CCMPO public outreach process, is a toolbox of techniques to achieve effective participation, regulates compliance with Title VI of the Civil Rights Act of 1964, and allows for contact with underrepresented and underserved populations. The PPP is available in English and translated to Portuguese. The PPP was last updated in 2017. An update to the PPP will occur this year.

Ms. Wielgus highlighted the federal requirements of meaningful participation, inclusion of diverse views throughout the decision-making process, and those applicants and recipients are adequately informed on how programs and activities will potentially impact their community.

Ms. Wielgus then share the following additions to the PPP and provided a brief description:

- Evaluation/Measures of Effectiveness (MOE)
- Maintain records of community engagement
- Virtual participation in meetings

Upcoming Data Collection Efforts for Inventory Studies: *Staff will present a preliminary overview of locations on Cape Cod that will be inventoried by Staff this summer as part of the Bicycle Side Path and Electric Vehicle Charging Inventory Studies. Both studies are included in the Fiscal Year 2023 Unified Planning Work Program (UPWP) study. Committee members can provide feedback on additional locations to be included.*

David Nolan shared upcoming data collection efforts for inventory studies the Commission is working on over the summer and into the next UPWP period.

Mr. Nolan reviewed the data collection programs which included Side-Path Crossing inventory and Electric Vehicle Charging Stations Inventory. Both studies would help add additional viewable data

on the Commissions web maps and would be available to the public for use on the Commissions website. Members can share specific locations they would like reviewed as part of this data collection effort.

MassTrails Application Support Letter: *Committee members will discuss and potentially vote to authorize the Committee Chair to submit a funding request support letter for a MassTrails grant application related to a regional bicycle wayfinding design plan to be submitted on behalf of the Cape Cod Commission.*

Steven Tupper provided an overview and highlighted the benefits of this potential regional bicycle wayfinding design MassTrails grant application and asked for members support . CCJTC may submit a support letter for this regional application if desired. Mr. Tupper shared that Commission staff have been working on this project for quite some time and have also been coordinating with the East Coast Greenway on this route. Staff have inventoried the existing signage along the Claire Saltonstall Bikeway (State Bike Route 1) and have identified which signs need to be changed, moved, or adjusted on the bike route. The grant application would support hiring a design consultant to prepare the design plans for construction.

Tom Andrade asked if this application would be for the Claire Saltonstall Bikeway and if it included the Cape Cod Rail Trail (CCRT). Mr. Tupper stated that the application would be focused on the Claire Saltonstall Bikeway, but large portions of the Saltonstall Bikeway overlap with the CCRT.

Griffin Ryder suggested updating the mile markers on the Cape Cod Rail Trail as it continues to expand in both directions so they all make sense.

Tom Andrade motioned for a vote to authorize the CCJTC Chair to submit a letter of support on behalf of the CCJTC for the MassTrails Regional Bike Wayfinding Signage application, second by Griffin Ryder. Members voted as follows:

Tim Lydon	Aye
Griffin Ryder	Aye
Tom Temple	Aye
Tom Andrade	Aye
Ronald Simmons	Aye
James McLoughlin	Aye
Catherine Laurent	Aye
Tom Daley	Aye
Jim Vincent	Aye
Paul Tilton	Aye
Jay Norton	Aye
Amanda Lima	Aye

The motion passed.

Future Meetings: *Staff and Committee members will discuss the future format of its Committee meetings to potentially include in-person, virtual and hybrid meeting options.*

Colleen Medeiros opened conversation about future meetings and what format members would like to continue in the fall. The format decision will have to be revisited upon the state's decision about open meeting law in July and if the state will allow for a hybrid format.

Tom Andrade expressed his support for the virtual meeting format and would like to see a hybrid format available to CCJTC members when meetings resume in the fall. Mr. Andrade stated that this would allow members to attend if it difficult for them to drive to the meeting. Griffin Ryder and Jay Norton supported Mr. Andrade's suggestion.

Mr. Norton asked if we would have a legal quorum in a hybrid format. Jessica Wielgus stated that a provision in the current open meeting law allows for members not to attend in person, but the original open meeting law does not allow for this. Ms. Wielgus explained that the Commission is awaiting further guidance from the state.

Ms. Medeiros concluded that the groups desire to hold meetings in a hybrid format is noted and appreciated member's feedback.

Reports

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

MassDOT report:

Barbara Lachance provided the following updates:

- Wellfleet Route 6 pavement preservation project – 100% submitted and is currently under review
- Yarmouth/Barnstable Cape Cod Rail Trail extension project Phase 3 – 75% review has been completed and is now moving towards comment resolution and 100% plans.
- Bourne Route 6 median installation – public information meeting scheduled for May 18th and 25% submission is expected this summer
- Chatham Route 28/Depot Rd/Queen Anne Rd and Crowell Rd – Completed the review of the revised DJW and project will be moving forward

Ms. Lachance shared that MassDOT had a Project Review Committee (PRC) meeting over this past week where three regional projects were approved for project initiation and included the Barnstable Corridor improvements at Route 28 from Lincoln Road Extension to Garden Lane, Barnstable intersection improvements Route 28 at Santuit Road and Newtown Road, and the Eastham/Orleans rotary improvements. .

Tom Andrade asked if there was any update on the Route 28 – Bass River Bridge project. Ms. Lachance could not provide an update but would follow up with Mr. Andrade.

Colleen Medeiros introduced the Commission’s new MassDOT liaison for the CCMPO, Raissah Kouame.

CCRTA update: Leah Lacross provided an update for CCRTA. Ms. Lacross shared the Cape Flyer service is returning to the Cape Cod Region starting Memorial Day weekend. Ms. Lacross explained that the service will provide one round trip per weekend day with expanded service on holidays. Ms. Lacross mentioned that service schedules are being finalized across all CCRTA routes as demand is anticipated to increase in the coming months. Ridership is currently at 73 percent on fixed routes and 54 percent for on demand riders.

Cape Cod Commission Update:

Colleen Medeiros provided an update for the Commission. Ms. Medeiros announced that the bicycle rack program has re-opened. Municipalities and other governmental agencies are eligible. Applications are due by September 30, 2022, with installation completed by December 31, 2022. Approximately \$60,000 is available for this program that is first-come, first-served.

Ms. Medeiros shared two upcoming meetings. The first meeting is a public information meeting for the Bourne Route 6 Scenic Highway Median Installation on May 18, 2022, at 7PM (virtual) and the second meeting is the for the MassDOT Capital Improvement program on June 2, 2022, at 6PM (Virtual).

Ms. Medeiros reviewed MassDOT’s statewide long range transportation plan, Beyond Mobility. The plan will document the most pressing transportation priorities for Massachusetts between now and 2050. Ms. Medeiros also shared MassDOT’s survey link for Beyond Mobility.

New Business

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

No new business was discussed.

Adjourn

A motion to adjourn was made by Tom Andrade, second by Griffin Ryder. Members voted as follows:

Tim Lydon	Aye
Griffin Ryder	Aye
Tom Temple	Aye
Tom Andrade	Aye
Ronald Simmons	Aye
James McLoughlin	Aye
Catherine Laurent	Aye
Tom Daley	Aye



Jim Vincent	Aye
Paul Tilton	Aye
Jay Norton	Aye
Amanda Lima	Aye

The motion passed. The meeting adjourned at 10:00 AM.

List of Materials Used/Presented

- 2022-05-13 CCJTC Meeting PowerPoint Presentation
- 2022-04-08 Draft CCJTC Meeting Minutes
- 2022-05-13 CCJTC Agenda
- 2023 UPWP Draft for public review
- 2023-2027 TIP Draft for public review
- MassDOT Bourne Scenic Highway Public Meeting Flyer
- MassDOT Capitol Improvement Program Outreach Meeting Flyer
- Safe Streets and Roads for All Fact Sheet