



Cape Cod Joint Transportation Committee (CCJTC)

Draft Minutes | March 8, 2024, at 8:30 a.m.

Virtual Meeting

Roll Call/Attendance

<u>Members/Designees</u>	<u>Representing</u>	<u>Attendance</u>
Griffin Beaudoin	Barnstable	Present
Matt Sawicki	Bourne	Present
Griffin Ryder, <i>Chair</i>	Brewster	Present
Rob Faley	Chatham	Present
Thomas Andrade	Dennis	Present
John Roughley	Eastham	Absent
Jim McLoughlin	Falmouth	Present
Lincoln Hooper	Harwich	Present
Catherine Laurent	Mashpee	Present
Richard Waldo	Orleans	Present
Jim Vincent	Provincetown	Absent
Paul Tilton	Sandwich	Absent
Jarrod Cabral	Truro	Absent
Jay Norton, <i>Vice Chair</i>	Wellfleet	Present
Amanda Lima	Yarmouth	Present
Sean Polay	Bicycle	Present

Also Present

Steven Tupper	Cape Cod Commission
Evan Costa	Cape Cod Commission
Phil Mele	Cape Cod Commission
Joyia Smikle	Cape Cod Commission
David Still	Cape Cod Commission
Colleen Medeiros	Cape Cod Commission

David Nolan	Cape Cod Commission
Barbara Lachance	MassDOT
Raissah Kouame	MassDOT
Deb Shores	CCRTA
Steve Findlen	Howard Stein Hudson
Jeff Colby	Town of Yarmouth
Rik Ahlberg	Bikescape.org
Jill McLaughlin	Stantec
Jim Fitzgerald	Environmental Partners
John York	

Call to Order/Introductions

Griffin Ryder 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, as further amended by Chapter 2 of the Acts of 2023.

Raissah Kouame (MassDOT – Office of Transportation Planning) and Barbara Lachance (MassDOT – District 5) introduced themselves.

Potential Approval of Prior Meeting Minutes

A motion to approve the draft minutes of the February 9, 2024, meeting was made by Thomas Andrade, second by Amanda Lima. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
Jim McLoughlin	Aye
Lincoln Hooper	Abstain
Catherine Laurent	Aye
Richard Waldo	Abstain
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Public Comments

John York shared that he would like to provide public comment during agenda item 7, 2025 UPWP development.

Cape Cod Joint Transportation Committee Bicycle Representative

Alternate: *Committee members will discuss and potentially vote to either renew the current Cape Cod Joint Transportation Committee bicycle representative appointees, (Sean Polay and Amy Graves, alternate) or to seek new nominees for the Bicycle Representative and Bicycle Representative Alternate to the Cape Cod Joint Transportation Committee for the term of July 1, 2024, to June 30, 2025.*

Colleen Medeiros presented a slide reviewing the bicycle representative position on the JTC. Sean Polay is the current bicycle representative with Amy Graves as the alternate bicycle representative and both have served in this role for the past couple of years. Both Mr. Polay and Ms. Graves are eligible for a new term starting 07/01/24 and ending 06/30/25. Ms. Graves has requested to step down from her role as the bicycle alternate representative. Mr. Polay shared his interest in continuing in his current role of Bicycle Representative. Ms. Medeiros thanked Mr. Polay and Ms. Graves for their input and interest as the bicycle representatives on the JTC. Ms. Medeiros asked if members or anyone in attendance would like to be considered for the vacant bicycle representative alternate position. Ms. Medeiros shared candidates interested are encouraged to email her at Colleen.medeiros@capecodcommission.org no later than Wednesday April 3, 2024. Interested parties are asked to provide their contact information and a brief summary of why they would make a good candidate as the CCJTC Bicycle Representative Alternate. Interested parties are encouraged to attend the April 12, 2024 CCJTC virtual meeting to introduce themselves to the CCJTC and answer any questions.

A motion to approve renewing Sean Polay as the CCJTC bicycle representative and to seek a new bicycle representative alternate was made by Thomas Andrade, second by Richard Waldo.

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
Jim McLoughlin	Aye
Lincoln Hooper	Aye
Catherine Laurent	Aye
Richard Waldo	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Abstain

The motion passed.

2024 Traffic Counting Program: *Staff will provide an overview presentation of transportation data collection efforts planned as part of the Summer 2024 traffic counting program on Cape Cod.*

David Nolan delivered a presentation of the planned Summer 2024 traffic counting program. Mr. Nolan briefly reviewed the 2023 traffic counting program data collection efforts and thanked the 2023 traffic technicians Colin Marczely, Nico Anderberg, and Carly McCarthy for their assistance with data collection. Mr. Nolan provided an overview of the data collection efforts which include turning movement counts, radar traffic counters, speed studies, and eco counters. Mr. Nolan asked members to send their data collection requests by April 12, 2024.

Federal Fiscal Year (October 1, 2024-September 30, 2025) 2025 Unified Planning Work Program (“UPWP”) Development *Staff will provide an update of the 2025 UPWP, a program which summarizes all significant transportation activities planned for the fiscal year on Cape Cod. Committee members may ask questions and vote to make a recommendation to the Cape Cod Metropolitan Planning Organization on potential tasks and studies for inclusion in the 2025 UPWP.*

David Nolan delivered a presentation of the FFY 2025 Unified Planning Work Program. The UPWP is developed annually by the Cape Cod Commission staff on behalf of the Cape Cod MPO and describes all significant transportation activities planned across Cape Cod for the year regardless of the lead organization or funding source. The UPWP is the scope of work the Cape Cod Commission completes as part of the federal planning process. The UPWP, as well as the TIP, is developed under the framework of the Cape Cod Regional Transportation Plan (RTP). Mr. Nolan then briefly reviewed the following tasks under consideration for Task 3:

- Task 3.1 Route 6A Visioning Study
- Task 3.2 Road Safety Audits, Top 50 Crash Locations with Crash Dashboard Updates
- Task 3.3 Municipally Owned Bike Rack Inventory and Flashing Beacon Signal Inventory
- Task 3.4 Low-Lying Roads and EV Charging Station Implementation
- Task 4.1 Implementing the CCRTA Strategic Plan
- Task 4.2 TMA follow up/implementation and regional coordinating councils
- Task 4.3 Transit needs survey and outreach

John York thanked Commission Staff for including the Route 6A corridor study as a future UPWP task. Mr. York also thanked Commission Staff for their non-motorist data collection efforts as it is helpful to understand commuter trends on the region’s path network. Mr. York suggested Commission Staff clarify when referencing crash data, such as in the interchange crash study, to note that the non-motorist crashes

only involve crashes between a non-motorist and vehicle and do not identify crashes that are related to roadway conditions.

A motion to recommend the draft slate of projects for the 2025 UPWP as presented to the CCMPO was made by Thomas Andrade, second by Richard Waldo. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
Jim McLoughlin	Aye
Lincoln Hooper	Aye
Catherine Laurent	Aye
Richard Waldo	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Federal Fiscal Years 2025-2029 Transportation Improvement Program (TIP) Development: *Staff will present, and Committee members may vote whether to endorse the 2024-2028 TIP Amendment 2, which removes Project # 610800 Barnstable Park and Ride Expansion and Improvements at Route 132.*

Colleen Medeiros provided an overview of FFY 2024-2028 TIP Amendment 2, which removes the Barnstable Park and Ride Expansion at Route 132 from FFY 2024. The \$4 million in funding is being removed due to the previous funding program no longer being available. Additionally, the project cost has increased to \$12,880,132 and the project design is behind schedule. MassDOT is actively looking for new funding and is still advancing the design for this project.

A motion to recommend the MPO release TIP Amendment 2 for a 21-day public comment period was made by Thomas Andrade, second by Richard Waldo. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
Jim McLoughlin	Aye
Lincoln Hooper	Aye

Catherine Laurent	Aye
Richard Waldo	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Federal Fiscal Years 2025-2029 Transportation Improvement Program (TIP) Development: *Staff will review the process of developing the 2025-2029 TIP. Committee members may ask staff questions and vote to make a recommendation to the Cape Cod Metropolitan Planning Organization on potential projects for inclusion in the 2025-2029 TIP. The TIP summarizes the regionally significant transportation infrastructure projects receiving federal funding for construction over the next five years.*

Colleen Medeiros provided an overview of the Transportation Improvement Program (TIP) and the process for the development of the FFY 2025-2029 TIP. Ms. Medeiros noted the TIP includes Regionally Prioritized Projects, State Prioritized Projects, and Transit Projects.

Ms. Medeiros shared the FFY 2025-2029 draft CCRTA transit projects summary table. Ms. Medeiros then shared the draft FFY 2025-2028 state prioritized projects table. Ms. Medeiros noted the Bourne Scenic Highway Median Project cost has increased and is now categorized as advanced construction with funding in FFY 2025-2029. Ms. Medeiros highlighted the following new projects added to the Statewide Transportation Improvement Program funds:

- (2025) – Bourne/Sandwich, Route 6 resurfacing
- (2025) – Barnstable, Oak St. over Rt. 6 bridge preservation
- (2026) – Sandwich, Chase Rd. over Rt. 6 bridge preservation
- (2027) – Harwich, Old Colony Rail Trail modernization
- (2028) – Barnstable, culvert replacement Rt. 6A over Boat Cove Creek
- (2028) – Sandwich, Rt. 6 over Rt. 130 bridge preservation
- (2029) – Harwich/Orleans, Rt 28 resurfacing
- (2029) – Chatham/Harwich, Rt. 28 resurfacing

Ms. Medeiros shared a table of STIP projects by FFY to provide members a better understanding of how the discussed projects line-up.

Ms. Medeiros briefly reviewed the FFY 2029 eligible project list for projects designed by towns and MassDOT, as well as the status of project design.

Ms. Medeiros shared a project readiness table for regionally prioritized projects. Ms. Medeiros noted the Provincetown Shank Painter Road Project is recommended to be programmed for FFY 2025 instead of FFY 2026 due to MassDOT readiness concerns.

Ms. Medeiros shared four FFY 2025-2025 draft TIP scenarios. Ms. Medeiros highlighted the Mashpee Route 151 Phase 2 project has an approximate cost increase of \$12 million, and ongoing coordination with MassDOT is underway to possibly secure STIP funding for the project. Members discussed the reasons for the Mashpee Route 151 project cost increase and reviewed the different draft TIP scenarios, as well as project funding. Members agreed to recommend MassDOT share the cost increase, if possible, and expressed support for modified scenario 3 as presented. Scenario 4 would be the backup scenario if the additional statewide funding for the Mashpee Route 151 project was not available. Members agreed to further discuss potential FFY 2029 projects for inclusion using available funding at the next JTC meeting.

Griffin Beaudoin joined the meeting at 9:15 and is now eligible to vote. Rob Faley left the meeting at 9:45 and Sean Polay left the meeting at 10:18.

A motion to recommend modified TIP scenario 3 to the MPO was made by Thomas Andrade, second by Richard Waldo. Members voted as follows:

Griffin Beaudoin	Aye
Matt Sawicki	Aye
Griffin Ryder	Aye
Thomas Andrade	Aye
Jim McLoughlin	Aye
Lincoln Hooper	Aye
Catherine Laurent	Aye
Richard Waldo	Aye
Jay Norton	Aye
Amanda Lima	Aye

The motion passed.

Reports

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

MassDOT update

Barbara Lachance provided the following updates for MassDOT:

FFY2024

- **Harwich** – Route 28 sidewalk installation – 100% design/PS&E submittal pending
- **Dennis/Yarmouth** – Bass River Bridge Replacement – PS&E submittal pending
- **Barnstable/Yarmouth** – Cape Cod Rail Trail Extension – PS&E 1 review completed

FFY 2025

- **Dennis/Harwich** – Route 28 reconstruction -75% design submittal pending
- **Provincetown** – Shank Painter Road improvements – 75% design expected April 2024
- **Bourne** – Scenic Highway Route 6 median installation – 75% design review complete/in process of schedule comment resolution meeting
- **Harwich** - Harwich Elementary Safe Routes to School – 75% design expected summer 2024
- **Bourne** – Rail Trail Phase 1 – 100% design expected April 2024

FFY 2027

- **Chatham** – Route 28 at Main St, Depot Rd, Queen Anne Rd and Crowell Rd – waiting for 25% submittal
- **Dennis** – Route 28 Streetscape Phase 2 – over the shoulder 10% design review meeting scheduled for March 2024

Lincoln Hooper shared the Harwich Route 28 Sidewalk Installation Project 100% design submittal was postponed by the Conservation Commission. This was to allow for design changes for site mitigation. Mr. Hopper shared 100% design should be complete and submitted in April 2024. Colleen Medeiros noted the Chatham Route 28 project 25% design was submitted in January 2024.

CCRTA update:

Deb Shores provided an update for the CCRTA. Ms. Shores shared an order has been placed for 6 electric buses and will be received February 2026. Ms. Shores shared training will be held for operators of the new vehicles. Ms. Shores shared on March 26, 2024, DPW directors will be invited to a free mechanic training being held at the CCRTA operations center in Dennis.

Cape Cod Commission Update:

Ms. Medeiros provided an update for the Commission. Ms. Medeiros shared the following grant opportunities:

- MA DER Culvert Replacement Municipal Assistance – Spring 2024
<https://www.mass.gov/how-to/culvert-replacement-municipal-assistance-grant-program>
- MA Vulnerability Preparedness – March 2024
<https://www.mass.gov/info-details/mvp-action-grant>
- T- Mobile Hometown Grants – Quarterly grants available up to \$50,000

- The grants will help fund projects that foster local connections, like technology upgrades, outdoor parks/trails, the arts, and community centers. <https://www.t-mobile.com/brand/hometown-grants>
- MA CEC Electric School Bus Fleet grant – Spring 2024
<https://www.masscec.com/program/accelerating-clean-transportation-act-school-bus-fleet-deployment?mccid=398be03443&mceid=oac66ad7a8>

Ms. Medeiros shared Art Autorino of Eastham recently passed away. Mr. Autorino was recently elected as the Sub-region D MPO representative. Ms. Medeiros shared new nominations have been received for the vacant seat on the MPO and an election will take place at the March 25, 2024, MPO meeting.

Ms. Medeiros shared the following upcoming meetings:

- Low Lying Roads Alternatives Meeting
 - Falmouth – March 28, 2024, at 6pm (Virtual)
<https://www.capecodcommission.org/our-work/low-lying-roads-project/>
- MassDOT Innovation Conference – April 30, 2024, and May 1, 2024, at DCU Center Worcester, MA
 - Municipal Award Submission March 18, 2024

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 Richard Waldo, second by Thomas Andrade. Members voted as follows:

Griffin Beaudoin	Aye
Matt Sawicki	Aye
Griffin Ryder	Aye
Thomas Andrade	Aye
Jim McLoughlin	Aye
Lincoln Hooper	Aye
Catherine Laurent	Aye
Richard Waldo	Aye
Jay Norton	Aye
Amanda Lima	Aye

The motion passed.



The meeting adjourned at 10:34 AM.

List of Materials Used/Presented

- 2024-03-08 CCJTC Meeting PowerPoint Presentation
- 2024-02-09 Draft CCJTC Meeting Minutes
- 2024-03-08 CCJTC Agenda
- 2024-03-08 CCJTC Agenda Revised
- FFY 2024-2028 TIP Amendment 2