Cape Cod Metropolitan Planning Organization (MPO)

Approved Minutes | June 27, 2022, at 1:00 p.m.

Virtual Meeting

### Roll Call/Attendance

Members/Designees Representing Attendance

Stephen Woelfel MassDOT, *Representing Jamey Tesler*  Present

Pamela Haznar MassDOT District 5, *Representing Jonathan Gulliver* Present

Harold Mitchell Cape Cod Commission Present

Robert Lawton Cape Cod Regional Transit Authority Present

Mark Forest Barnstable County Commissioners Present

Brian Weeden Mashpee Wampanoag Tribal Council Absent

Dan Santos Town of Barnstable Absent

Judith MacLeod-Froman Sub-region A: Bourne, Falmouth, Mashpee & Sandwich Present

Tom Andrade Sub-region B: Dennis & Yarmouth Present

Kevin Galligan Sub-region C: Brewster, Chatham, Harwich & Orleans Present

Robert Weinstein Sub-region D: Eastham, Provincetown, Truro & Wellfleet, Absent

Ex-officio Members

Cape Cod Joint Transportation Committee, *Rich Waldo representing Tom Temple* Absent

NPS/CC National Seashore Absent

US Army Corps of Engineers/Cape Cod Canal Absent

Woods Hole, Martha’s Vineyard & Nantucket Steamship Authority, *Bob Davis* Absent

Federal Highway Administration, *Cassie Ostrander* r*epresenting Jeffrey McEwan* Absent

Federal Transit Administration, *Leah Sirmin*  Absent

Also Present

Evan Moorman Cape Cod Commission

David Nolan Cape Cod Commission

David Still Cape Cod Commission

Colleen Medeiros Cape Cod Commission

Steven Tupper Cape Cod Commission

Phil Mele Cape Cod Commission

Leah LaCross Cape Cod Regional Transit Authority

Barbara Lachance MassDOT

Andrew Wang MassDOT

Raissah Kouame MassDOT

Michelle Ho MassDOT

Ishmael Sharif MassDOT

Rachel McCaffrey MA Safe Routes to School

Leah LaCross CCRTA

John Fuller CCRTA

Jeff Colby Town of Yarmouth

Stephen Buckley

### Call to Order/Introductions

Stephen Woelfel called the meeting to order at 1:00 p.m. Steven Tupper provided instructions for participation in the virtual meeting and noted that the meeting was being held 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.

### Potential approval of prior meeting minutes

A motion to approve the draft minutes of the May 23, 2022, meeting was made by Harold Mitchell, second by Kevin Galligan. Members voted as follows:

Stephen Woelfel Aye

Pamela Haznar Abstain

Harold Mitchell Aye

Robert Lawton Aye

Mark Forest Aye

Judith MacLeod-Froman Abstain

Tom Andrade Abstain

Kevin Galligan Aye

The motion passed.

### Public Comment

No public comment was made.

**Federal Fiscal Years (October 1 – September 30) 2022-2026 Transportation Improvement Program (“TIP”) Amendment #3:** Staff will review, and Committee members will consider public comments on and may vote to endorse, draft Amendment #3 to the TIP which would increase the funding to match updated cost estimates for the Dennis Route 6A over Sesuit Creek Culvert Replacement Project and the Harwich Azalea Bridge over Herring River Replacement Project.

Colleen Medeiros briefly reviewed FFY 2022-2026 TIP Amendment 3 and shared that no public comment was received during the 21-day public comment period. TIP Amendment 3 covers two projects, Dennis (Route 6A over Sesuit Creek Culvert Replacements) and Harwich (Azalea Bridge Replacement). The total project cost for the Dennis project is $4,523,207 and the total project cost for the Harwich project is $3,963,000. Currently, $1,437,038 is obligated for the Dennis project in FFY 2022. Amendment 3 funds the remaining $3,086,169 for the Dennis project. Currently, $1,901,718 is obligated for the Harwich project in FFY 2022. Amendment 3 funds the remaining $2,061,282 for the Harwich project.

A motion to vote to endorse FFY 2022-26 TIP Amendment 3 was made by Kevin Galligan, second by Harold Mitchell. Members voted as follows:

Stephen Woelfel Aye

Pamela Haznar Aye

Harold Mitchell Aye

Robert Lawton Aye

Mark Forest Aye

Judith MacLeod-Froman Aye

Tom Andrade Aye

Kevin Galligan Aye

The motion passed.

**Federal Fiscal Years (October 1 – September 30) 2022-2026 Transportation Improvement Program (“TIP”) Adjustment:** *Staff will review, and Committee members may vote to endorse, Adjustment #1 to the TIP which would increase the funding to match updated cost estimates and adjust the federal and state share of the Cape Cod Regional Transit Authority purchase of cutaways buses.*

Colleen Medeiros briefly reviewed the FFY 2022-2026 TIP Amendment Adjustment. Currently, $996,222 is funded to purchase eight low-floor cutaways buses. Funding is from FTA 5307 ($372,000), FTA ($424,977) and state capital funds ($199,245). The proposed adjustment would be to purchase eight low-floor cutaways buses with an updated funding amount of $1,230,423 using solely state capital funds.

A motion to approve the FFY 2022-2026 TIP Adjustment was made by Robert Lawton, second by Harold Mitchell. Members voted as follows:

Stephen Woelfel Aye

Pamela Haznar Aye

Harold Mitchell Aye

Robert Lawton Aye

Mark Forest Aye

Judith MacLeod-Froman Aye

Tom Andrade Aye

Kevin Galligan Aye

The motioned passed.

**Federal Fiscal Years (October 1 – September 30) 2022-2026 Transportation Improvement Program (“TIP”) Amendment #4:** *Staff will describe, and the committee members may vote to release for public comment, draft Amendment #4 to the TIP which would increase the funding to match updated cost estimates for the Sandwich Service Road Shared Use Path Project and add funding for the purchase of additional transit vehicles through the state’s Mobility Assistance Program.*

Colleen Medeiros reviewed the FFY 2022-2026 TIP Amendment 4. The Amendment covers the Sandwich Service Road Share Use Path Project and the purchase of transit vehicles through the state mobility assistance program. The Sandwich Service Road project cost is $12,654,822. The project is currently obligated for $8,399,241 in FFY 2022 using statewide CMAQ funds. Amendment 4 funds the remaining $4,255,581 in FFY 2022 using additional statewide CMAQ funds.

Also included in TIP Amendment 4 is the purchase of additional transit vehicles through the state’s Mobility Assistance Program. The MassDOT Rail and Transit division was awarded FTA 5310 funds (Enhanced Mobility of Seniors & Individuals with Disabilities) and a state match that would fund the purchase of transit vehicles through the state’s Mobility Assistance Program. Amendment 4 would add $796,728 in FFY 2022 for the purchase of the transit vehicles. Ms. Medeiros explained that the Amendment would be available for a 14-day public comment period instead of a 21-day public comment period due to time constraints and the ability to have the Amendment ready for a potential endorsement at the next MPO meeting.

Kevin Galligan asked Ms. Medeiros what the acronym CMAQ stands for. Ms. Medeiros explained the acronym stands for Congestion Mitigation Air Quality. The idea of this funding category is to fund projects that reduce greenhouse gas emissions, such as bike paths, sidewalks and transit projects.

A motion was made by Harold Mitchell to release TIP Amendment 4 for a 14-Day public comment period, second by Kevin Galligan. Members voted as follows:

Stephen Woelfel Aye

Pamela Haznar Aye

Harold Mitchell Aye

Robert Lawton Aye

Mark Forest Aye

Judith MacLeod-Froman Aye

Tom Andrade Aye

Kevin Galligan Aye

The motion passed.

**Public Participation Plan Update:** *Staff will describe, and the committee members may vote to extend the public comment period though August 31, 2022, for the draft Public Participation Plan update, which incorporates requirements from the US Department of Transportation.**The draft Plan with proposed amendments may be viewed at* [*https://www.capecodcommission.org/mpo*](https://www.capecodcommission.org/mpo)*.*

Steven Tupper provided an overview of the Public Participation Plan (PPP) and its key elements. The public Participation plan guides the public outreach process for the CCMPO and is a toolbox of techniques to achieve effective participation while allowing for compliance of Tile VI to reach underrepresented and underserved populations. Mr. Tupper briefly reviewed the components of the PPP update which include compliance with US DOT order, incorporation of measurements of effectiveness, incorporation of US DOT VI guidance for community participation plans and identifying virtual participation options. Mr. Tupper explained that the Commission would like to extend the public comment period until August 31, 2022. The extension will allow for additional in person and virtual opportunities conducted by transportation staff to collect public comments to bring forth to the CCMPO.

A motion to extend the public comment for the draft PPP update until August 31, 2022, was made by Harold Mitchell, second by Robert Lawton. Members voted as follows:

Stephen Woelfel Aye

Pamela Haznar Aye

Harold Mitchell Aye

Robert Lawton Aye

Mark Forest Aye

Judith MacLeod-Froman Aye

Tom Andrade Aye

Kevin Galligan Aye

The motion passed.

Bicycle Crossing Inventory**:** *Cape Cod Commission staff will give a presentation on the inventory of bicycle path crossings across Cape Cod.*

Evan Moorman provided a presentation covering the regional inventory of the bicycle path crossings. Mr. Moorman explained that transportation staff inventoried a total of 95 crossings in 11 out of 15 towns mainly on the region’s rail trails. The study was inspired and modeled after the Pioneer Valley study. Mr. Moorman reviewed that the study and shared that data was collected during the summer of 2020, with some spot checks completed in the fall of 2021. The study was only conducted for at-grade roadway crossings (no bridges or tunnels) of the bike paths and was broken down into two components for the road approach, and for the rail trail approach. Analysis of crash data from the MassDOT impact tool was also used. Mr. Moorman explained the road approach and rail trail approach components in brief detail.

David Nolan offered to present due to connectivity issues. Mr. Nolan reviewed the inventory report that Mr. Moorman completed. The draft document was reviewed by the CCJTC for their comment and possible additions to the report. Mr. Nolan explained that the report included basic design guidance, a summary of statistics Cape-wide, a photo inventory and crossing treatment options. The transportation staff in coordination with the GIS staff, completed a rail trail crossing inventory web app. The inventory map can be viewed at <https://capecodcommission.org/our-work/rail-trail-crossing-inventory/>. Mr. Nolan provided an overview of Phase 2 of the rail trail inventory project which will inventory sidepath crossings in next year’s UPWP based on feedback from the CCJTC. Examples of sidepaths include on Route 28 in Centerville and Great Neck Road South in Mashpee. The sidepath crossing study will inventory approximately 56 different crossings in 6 different towns.

Kevin Galligan provided a suggestion to expand the study to include connectors to bicycle trails. Mr. Galligan provided an example of the Orleans-Eastham Rotary where many informal connections are made and would like to see this included in the study for improved rider safety. Pamela Haznar responded to Mr. Galligan and shared that MassDOT is looking to include an improvement to the Orleans-Eastham Rotary project that would address bicycle rider safety.

Harold Mitchell left the meeting at 1:21PM.

### Reports

*MassDOT staff will discuss the status of the Transportation Improvement Program projects and the Cape Cod Canal Area Transportation Improvement Program. Cape Cod Regional Transit Authority and Cape Cod Commission staff will report on recent and upcoming transportation initiatives across Cape Cod.*

**MassDOT Updates**

Raissah Kouame provided a report for MassDOT. Ms. Kouame shared that on May 23, 2022, the US Army Corps of Engineers jointly applied with MassDOT for $1.113 Billion dollars for federal INFRA and MEGA grant funding to replace the Bourne and Sagamore bridges and improve the adjoining roadwork.

Stephen Buckley asked if the application is available online to review. Stephen Woelfel responded to Mr. Buckley and explained they would research his question and get back to him.

Barbara Lachance provided the following project updates from MassDOT:

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| --- | --- | --- |
| **Project Year** | **Project Name** | **MassDOT Update** |
| 2022 | **Orleans** Route 28 at Route 39 Quanset Rd | Bids opened on project and Lawrence Lynch was awarded the project. |
| 2022 | **Dennis** Route 6A Culvert Replacements | At 100% design. PS&E submission expected end of July 2022. |
| 2022 | **Harwich** Bridge replacement – Azalea Dr over Herring River | PS&E revision 1 review completed and moving towards August advertising. |
| 2022 | **Sandwich** shared use path on service road (Route 130 to Chase Road) | Awaiting PS&E and will be scheduled for advertising in August. |
| 2023 | **Barnstable** Bearses Way Shared Used Path | 75% design complete with 100% design expected July 2022. |
| 2023 | **Wellfleet**, Intersection Improvements & Related Work at Rte. 6 & Main St.; Resurfacing, Rte. 6 | 100% review completed and comment resolution expected soon. Moving towards PS&E. |
| 2023 | **Wellfleet** Pavement preservation and related work on Route 6 | 75% submission complete and 100% submission anticipated in September 2022. |
| 2023 | **Bourne** Rotary improvements | 25% submission received and is currently under review. |
| 2024 | **Provincetown** Shank Painter Road Improvements | Revised 25% submission is currently under review. |
| 2024 | **Dennis/Harwich** Route 28 Reconstruction | Looking to schedule utility meeting soon. |
| 2024 | **Bourne**, Route 6 Scenic Highway - Median Installation | Public info meeting May 18, 2022. 25% submission expected end of July 2022. |
| 2024 | **Harwich**, Harwich Elementary School Safe Routes to School | Awaiting 25% submission. |
| 2024 | **Dennis/Yarmouth** Bridge replacement Route 28 over Bass River Bridge | Design public hearing held, and email sent to project manager for update on project. |
| 2025 | **Harwich** Sidewalk installation Route 28 | 25% submission received and currently under review. |
| 2025 | **Yarmouth/Barnstable,** Cape Cod Rail Trail Extension Phase 3 | 75% submission received and 100% anticipated July 2022. |
| 2025 | **Barnstable** Route 6 resurfacing and related work | 10% submission is due July 2022. |
| 2025 | **Bourne** Rail Trail Phase 1 | 75% submission expected July 2022. |
| 2026 | **Mashpee** Route 151 Phase 2 | 100% anticipated July 2022. |
| 2026 | **Chatham**, Intersection Improvements - Rte. 28 at Main St., Depot St., Queen Anne Rd., and Crowell Rd. | Revised DJW has been completedand updated schedule is needed. |
| 2027 | **Dennis** Streetscape and corridor improvements on Main Street/ Uncle Barneys Road to Old Main St Phase 2 | Design consultant currently working on design concepts for project. |

Judith Macleod-Froman asked for an update on the Belmont Circle project progress and if the construction was wrapping up for the season. Pamela Haznar responded to Ms. Macleod-Froman and shared that the project is in good shape, but that there is a utility pole that need to be moved prior to the last pedestrian signal can be added in. Ms. Haznar explained the signals would not be activated until after the summer moratorium is over and that some off-road work by utility companies may happen during that time.

Mark Forest asked for the most current cost estimate on the Yarmouth/Barnstable Rail Trail project. Mr. Forest also asked for an update on the Route 28 project in Yarmouth. Pamela Haznar responded to Mr. Forest and stated the cost estimate for the Yarmouth/Barnstable Rail Trail project is $12.2 Million dollars. Ms. Haznar shared that the Route 28 Project in Yarmouth was removed from the TIP due to funding and schedule, however the project is at 25% design and still moving forward.

Stephen Buckley suggested that the project spreadsheet referenced by Ms. Haznar be included in the meeting materials for better public access. Steven Tupper responded and shared that all MassDOT updates are included in meeting minutes.

**CCRTA Updates**

Leah LaCross from the CCRTA provided an update. Ms. Lacross shared that the CCRTA is preparing for the increased ridership due to the upcoming July 4th holiday weekend. Ms. Lacross shared that the CCRTA is currently working on the transition to electric vehicles and is trying to do so in the most efficient and cost-effective way possible. The CCRTA will be launching a new website and is expected to have the website ready in 1-2 weeks.

**CCC Updates**

Steven Tupper provided Commission updates. Mr. Tupper shared the Commission is the middle of the Barnstable Complete Street Prioritization Plan process. Five public meetings will be scheduled in July and early August with a public comment period through the end of August which will include an online comment tool. Mr. Tupper highlighted an E-Bike Incentive Program from Cape Light Compact. The program is available to year-round Cape Cod and Martha’s Vineyard residents (Income requirements). Vouchers cover 75% of E-Bike up to $1,200 with the applicant providing a co-pay of $300-$500. The program includes one year bicycle maintenance and $125 towards bicycle accessories. The website for the program is <https://www.capelightcompact.org/ebikerebate/> . Mr. Tupper also highlighted the Commission’s bicycle rack grant program open to municipalities and eligible public agencies. Applications are due by September 30, 2022, and are first-come, first-served. Installations must be completed by December 31, 2022. Mr. Tupper briefly shared MassDOT’s long-range transportation plan update links and QR codes. More information on the plan can be found at [www.mass.gov/beyond-mobility](http://www.mass.gov/beyond-mobility).

New Business

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

Judith Macleod-Froman asked if there could be a status update on the replacement of the Bourne and Sagamore bridges at the next CCMPO Meeting. Steven Woefel responded and shared that MassDOT will collect a report for the next meeting.

Steven Tupper shared that the next CCMPO meeting will be held virtually on July 18, 2022, at 1PM. Mr. Tupper shared that TIP Amendment 4 will require a vote at the meeting.

### Adjourn

A motion to adjourn was made by Kevin Galligan, second by Pamela Haznar. Members voted as follows:

Stephen Woelfel Aye

Pamela Haznar Aye

Robert Lawton Aye

Mark Forest Aye

Judith MacLeod-Froman Aye

Tom Andrade Aye

Kevin Galligan Aye

The motion passed.

The meeting was adjourned at 1:48 p.m.

### Documents Used/Received

CCMPO Meeting PowerPoint Presentation 06-27-22

2022-05-25 CCMPO DRAFT Minutes

2022-06-27 CCMPO Agenda

2022-06-27 Revised Agenda

Cape Light Compact E-Bike Flyer

FFY 2022-26 TIP Draft Amendment 3

FFY 2022-26 TIP Draft Amendment 4