

PACTS Executive Board

April 26, 2022
9:00–10:30 am
Meeting Agenda

Webinar link: us02web.zoom.us/j/86453690179

Phone: (646) 558-8656 — Webinar ID: 864 5369 0179

Participating by phone? Use *9 to raise your hand and *6 to unmute.

At the direction of the GPCOG Executive Committee, PACTS and GPCOG are holding all committee meetings via [Zoom conferencing technology](#) due to the continuing pandemic. We remain committed to full public participation in our meetings through remote access during the COVID-19 crisis. Remote meetings are conducted in accordance with the requirements of [LD 32, 2021 Public Law 290](#) and [1 MRSA Chapter 13, Subchapter 1](#).

1. Welcome

This meeting is being recorded and will be made available at gpcog.org/AgendaCenter.

2. Public Comment 5 minutes

Members of the public are welcome to provide up to three minutes of public comment on items not on this agenda. For items on this agenda, additional opportunity for public comment will be provided after the item's staff report.

3. Approval of the February 22 Meeting Minutes 5 minutes

4. Staff Report 5 minutes

5. Nominating Procedure for Policy Board Chair and Vice Chair 5 minutes

Discussion of the procedure used to nominate the Policy Board chair and vice chair, and appointment of a three-member nominating committee.

6. Gorham-Westbrook-Portland Rapid Transit Project Update 10 minutes

Staff update on the Gorham-Westbrook-Portland Rapid Transit Study.

7. Gorham Connector Project Update 20 minutes

Presentation by the Maine Turnpike Authority on the status of the proposed Gorham Connector.

8. Connect 2045 Call for Projects Process Review 25 minutes

Review of the Connect 2045 Call for Projects and discussion of the project scoring process.

9. Regional Complete Streets Policy Update 15 minutes

Discussion and an opportunity to provide input on the Regional Complete Streets Policy.

10. Other Business

11. Adjourn

Upcoming Meetings

- Regional Transportation Advisory Committee—May 3, 9:00–10:30 am
- Transit Task Force—May 11, 10:00–11:30 am
- Policy Board—May 24, 12:00–2:00 pm
- GPCOG Annual Summit—May 26, 1:00–7:00 pm

Board and committee members, the public, and other stakeholders are encouraged to subscribe to the PACTS calendar at gpcog.org/Calendar.

If you require accommodations to review materials or participate in this meeting (such as captioning or interpreting—at no cost to you), please contact:

(207) 774-9891
transportation@gpcog.org

Notification 72 hours prior to the meeting will help us to make reasonable arrangements to ensure accessibility to this meeting.

3. Approval of February 22 Meeting Minutes

Contact	Andrew Clark, staff
Recommended action	Approve the February 22 Executive Board meeting minutes.
Attachment	3-A—2022-02-22 PACTS Executive Board Meeting Minutes

The previous meeting of the Executive Board was held on February 22. Minutes from the meeting are included as Attachment 3-A for review, discussion, and approval.

Recommended action: Approve the February 22 Executive Board meeting minutes.

Members of the public are welcome to provide up to three minutes of public comment on this item.

5. Nominating Procedure for Policy Board Chair and Vice Chair

Contact	Chris Chop, staff
Recommended action	Appoint a three-member nominating committee comprised of Policy Board members.
Attachments	None.

PACTS bylaws specify that the Policy Board shall have a chair and vice chair and that those officers shall also serve as the officers of the Executive Board. The terms for the current chair and vice chair, Matt Sturgis and Hope Cahan, will expire at the end of the GPCOG fiscal year (June 30, 2022) with no further option to renew in their current capacities. The bylaws also state:

A three-member Nominating Committee comprised of Policy Board members chosen by the Executive Board shall recommend a slate of officers for the Policy Board” with the ultimate elections being made by “majority vote of the Policy Board at the Board’s first meeting of the GPCOG fiscal year”.

In preparation for the July 2022 election of officers, staff request that the Executive Board appoint a three-member nominating committee comprised of Policy Board members to begin its nominating process, culminating in recommendations to the Policy Board. The current Policy Board membership is available at gpcog.org/274/Policy-Board.

Once formed, the nominating committee should consider the following as pursuant to the bylaws:

The two officers will represent different organizations and different subregions. Effort shall be made, but it is not required, that the Chairpersons represent different organizations. Effort shall be made, but it is not required, that at least one of the officers of the Policy Board be an elected official.

The officers of the Policy Board shall be elected for one-year terms and may be reappointed for only one consecutive year. The terms shall be based upon GPCOG’s fiscal year, July 1 to July 30.

The Chair and Vice Chair of the Policy Board will also serve as the Chair and Vice Chair, respectively, of the Executive Board.

The nominating committee is also encouraged to gauge interest from potential nominees prior to the July 2022 Policy Board meeting. Staff are happy to assist the nominating committee in its discussions and provide recommendations, if requested.

Recommended action: Appoint a three-member nominating committee comprised of Policy Board members.

Members of the public are welcome to provide up to three minutes of public comment on this item.

6. Gorham-Westbrook-Portland Rapid Transit Project Update

Contact	Ericka Amador, staff
Recommended action	This item is for information and discussion only.
Attachments	None.

Ericka Amador, Regional Transportation Planner, is now the project manager for the project. She will continue to work on the Connect 2045 Long Range Transportation Plan and the Regional Complete Streets Policy while managing the project and consultant for the Rapid Transit Study.

The task of selecting a project consultant is now complete with a Notice to Proceed issued to Nelson\Nygaard. Nelson\Nygaard is the consultant for the Transit Together project, and members of the scoring committee were excited about opportunities for collaboration between the two projects. An official kick off meeting is scheduled for late April.

Staff has also been engaging key stakeholders, presenting about the project to Westbrook's city council, Portland's Sustainability and Transportation Committee, and Sarah Lawrence of Congresswoman Pingree's office. A presentation to Gorham's town council is scheduled for May. Topics discussed have included:

- What rapid transit is
- Why the Gorham-Westbrook-Portland Corridor was selected
- The benefits of rapid transit
- Study background
- Funding considerations

Feedback from these meetings has been supportive with some questions regarding how active transportation and land use will be included in the study and what effects might be expected by the implementation of both rapid transit and the proposed Gorham Connector. Staff will ensure the consultant team addresses these topics in the project and public involvement plans.

Another key first step will be to finalize and assemble a project advisory group (PAG). Staff have been working to compile a list of potential PAG members and other key stakeholders.

The project is expected to take approximately 18 months, culminating on or before October 2023. The Executive Board can expect updates as the project kicks off in the coming weeks.

Recommended action: This item is for information and discussion only.

Members of the public are welcome to provide up to three minutes of public comment on this item.

7. Gorham Connector Project Update

Contact	Chris Chop, staff—presentation from the Maine Turnpike Authority
Recommended action	This item is for information and discussion only.
Attachments	7-A—Gorham Connector presentation slides 7-B—Gorham Connector background

The Maine Turnpike Authority will provide an update on the status of its proposed Gorham Connector. Presentation slides are included as Attachment 7-A; background information is provided in Attachment 7-B.

Recommended action: This item is for information and discussion only.

Members of the public are welcome to provide up to three minutes of public comment on this item.

8. Connect 2045 Call for Projects Process Review

Contact	Rick Harbison, staff
Recommended action	Provide feedback on the Connect 2045 Call for Projects process.
Attachments	8-A—Connect 2045 Call for Projects memo 8-B—Connect 2045 Call for Projects Application Form 8-C—Draft Project Scoring Criteria

Federal regulations require that long-range transportation plans include a list of regionally significant projects within our anticipated financial means. Additionally, the plan will likely include a list of "illustrative" projects to prepare our region to take advantage of discretionary grant opportunities, particularly those found in the 2021 Infrastructure Investment and Jobs Act (IIJA). On April 12, the Connect 2045 project team announced a Call for Projects to satisfy these regulations. The Call for Projects notice is included as Attachment 8-A.

The application form is aligned with Connect 2045's six major goals, as well as state and federal policy directives. This is considered a best practice among MPOs and ensures a strong connection between the vision and goals of the plan and funded projects. The project application form is included as Attachment 8-B. Applications are due June 17.

While project sponsors prepare applications, staff intend to coordinate with the Connect 2045 Project Advisory Committee and the Executive Board to develop a process for prioritizing how projects are included in the plan. Staff developed draft evaluation criteria for project scoring. These draft criteria are included as Attachment 8-C. Staff seek input and feedback from the Executive Board on the draft criteria and various process decisions; for example, Who scores the projects? How is public input incorporated?

Recommended action: Provide feedback on the Connect 2045 Call for Projects process.

Members of the public are welcome to provide up to three minutes of public comment on this item.

9. Regional Complete Streets Policy Update

Contact	Ericka Amador, staff
Recommended action	This item is for information and discussion only.
Attachments	None.

In Summer 2021, staff began drafting a regional complete streets policy in collaboration with a working group composed of representatives of Portland, Windham and the Bicycle Coalition of Maine. Updates regarding the process and work to date have been discussed at the December 2021 and April 2022 RTAC meetings.

Recently, Portland and MaineDOT began updating their complete streets policies, prompting staff to review the draft regional complete streets policy to ensure alignment and inclusion of local best practices. This evaluation also further considers the implementation of the policy in our diverse and dynamic region at a crucial inflection point.

It is anticipated that the 2021 Infrastructure Investment and Jobs Act (IIJA) will provide significant federal funding opportunities, particularly for impactful projects that consider all users on all travel modes. The law requires that states and metropolitan planning organizations (MPOs) use at least 2.5 percent of their planning funds to adopt complete streets policies or standards, develop multimodal transportation plans, address travel demand and congestion through alternatives to new highway capacity, improve the safety of pedestrians and bicyclists, and support transit-oriented development.

Recently, the Federal Highway Administration (FHWA) issued a report to Congress outlining its commitment to funding and designing roadways in accordance with complete streets principles as a default, created an online [Complete Streets](#) hub, and published additional design guidance. This is particularly significant given the rate of fatalities on our roadways despite declines in traffic during the pandemic. Coupled with a Vision Zero policy, a regional complete streets policy has the potential to transform our transportation system to keep all users on all modes safe and comfortable.

The PACTS Regional Complete Streets Policy is intended to provide a holistic and uniform regional policy to guide PACTS' investments and to serve as a model policy for member municipalities who have not yet adopted a complete streets policy or wish to update an existing policy.

Guiding the drafting and revision of the Regional Complete Streets Policy are [National Complete Streets Coalition](#) and award-winning policy best practices such as:

- Ensuring the policy applies to all project phases and project types
- Tying the policy to Transportation Improvement Program (TIP) scoring and funding
- Providing technical assistance and checklists to ensure guidelines are followed
- Adopting performance measures to evaluate effectiveness

The team has also met with representatives from Cape Elizabeth, Saco, Falmouth, South Portland, Westbrook, and Scarborough who generally expressed support for a regional policy and interest in context-specific design guidelines and project funding implications.

Staff will continue to revise the draft policy and plan to bring forward a draft to the Executive Board for feedback ahead of the proposed July 28 Policy Board adoption. In addition, staff shared the draft policy with MaineDOT on April 18 and has scheduled a meeting in early May to discuss the department's comments and questions.

Recommended action: This item is for information and discussion only.

Members of the public are welcome to provide up to three minutes of public comment on this item.