

CONNECT 2045

Project Advisory Committee

Tuesday, July 20, 2021,
10:00 a.m. – 12:00 p.m.
Meeting Agenda

Zoom Meeting:

<https://us02web.zoom.us/j/83849165654>

Passcode: 543776

Or join by phone by calling: 312-626-6799

Webinar ID: 838 4916 5654

As of March 31st, 2020 PACTS and GPCOG will be holding all committee meetings via [Zoom conferencing technology](#). We remain committed to full public access and participation in our meetings through remote access during the COVID-19 crisis. Remote meetings will be held in accordance with the requirements of [LD 2167, Public Law Chapter 618](#). Going forward, we are exploring the option of holding hybrid meetings which would include an in-person meetings and virtual option.

The chat feature will be turned off for this meeting to ensure full public access to telephone participants and to avoid the confusion of side conversations.

*Public comment will be taken verbally during the public comment period. Members of the public who wish to speak should “raise their hands.” Participants joining by computer or mobile app can click on the “Raise Hand” button. Participants joining by telephone can dial *9.*

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|---|-------------------|
| 1. Welcome & Introductions | 30 minutes |
| Project staff will welcome everyone to the first committee meeting and provide an opportunity for everyone to introduce themselves. | |
| 2. Public Comment | 5 minutes |
| Members of the public are welcome to provide up to three minutes of public comment. | |
| 3. Adoption of Remote Participation Policy and Public Comment | 5 minutes |
| Governor Mills signed PL Ch. 290 into law on June 21, 2021 (Attachment A). The law permits members of public bodies to attend public meetings by remote technology in certain circumstances starting August 1, 2021. In order to take advantage of the new remote participation law, the Project Advisory Committee must hold a public hearing and then adopt a policy in conformance with the new state law. If approved, the proposed Remote Participation Policy (Attachment B) will allow committee members to attend meetings via remote technologies pursuant to the requirements of Public Law Chapter 290 (2021). | |

- 4. Introduction to PACTS** **20 minutes**
Project staff will provide an orientation to PACTS including the role of metropolitan planning organizations, how *Connect 2045* fits in with other planning and programming activities, and how PACTS funds projects, among other topics.
- 5. Overview of Connect 2045** **25 minutes**
Project staff will update the committee on efforts to date, ask for input on a draft scope of work and timeline (**Attachments C & D**), and engage the committee in a discussion on key trends and issues *Connect 2045* should consider.
- 6. Proposed Public Engagement Activities** **30 minutes**
Project staff will review proposed public engagement activities, try out the first activity (the “Question Campaign”) with the committee, and ask for feedback.
- 7. Next Steps** **5 minutes**
Project staff will review next steps.

Attachment A

Public Law Chapter 290 An Act Regarding Remote Participation in Public Proceedings

Emergency preamble. Whereas, acts and resolves of the Legislature do not become effective until 90 days after adjournment unless enacted as emergencies; and **Whereas**, the state of emergency declared by the Governor pursuant to the Maine Revised Statutes, Title 37-B, section 742 in response to the public health emergency caused by the spread of the novel coronavirus disease referred to as COVID-19 may terminate sooner than 90 days after the adjournment of the First Special Session of the 130th Legislature; and

Whereas, the Maine Revised Statutes, Title 1, section 403-A governs remote participation in public proceedings of certain public bodies but is automatically repealed 30 days after the termination of the state of emergency declared by the Governor; and

Whereas, there is a need to have in place a law that governs remote participation in public proceedings of certain public bodies after the termination of the state of emergency declared by the Governor; and

Whereas, in the judgment of the Legislature, these facts create an emergency within the meaning of the Constitution of Maine and require the following legislation as immediately necessary for the preservation of the public peace, health and safety; now, therefore,

Be it enacted by the People of the State of Maine as follows:

Sec. 1. 1 MRSA §403-B is enacted to read:

§403-B. Remote participation in public proceedings

1. Remote participation. This section governs remote methods of participation in public proceedings of certain public bodies. For the purposes of this section, "remote methods" means telephonic or video technology allowing simultaneous reception of information and may include other means when such means are necessary to provide reasonable accommodation to a person with a disability. Public proceedings may not be conducted by text-only means such as e-mail, text messages or chat functions.

2. Requirements. A public body subject to this subchapter may allow members of the body to participate in a public proceeding using remote methods only under the following conditions:

A. After notice and hearing the body has adopted a written policy governing the conditions upon which members of the body and the public may participate in a public proceeding of that body by remote methods;

B. The policy adopted pursuant to paragraph A must provide that members of the body are expected to be physically present for public proceedings except when being physically present is not practicable. Circumstances in which physical presence for one or more members is not practicable may include:

(1) The existence of an emergency or urgent issue that requires the public body to meet by remote methods;

(2) Illness, other physical condition or temporary absence from the jurisdiction of the body that causes a member of the body to face significant difficulties traveling

to and attending in person at the location in the notice under section 406;

(3) With respect to a public body with statewide membership, significant distance a member must travel to be physically present at the location in the notice under section 406; and

(4) The area of the public body's jurisdiction includes geographic characteristics that impede or slow travel, including but not limited to islands not connected by bridges;

C. The policy adopted pursuant to paragraph A must provide members of the public a meaningful opportunity to attend by remote methods when members of the body participate by remote methods, and reasonable accommodations may be provided when necessary to provide access to individuals with disabilities;

D. If the body allows or is required to provide an opportunity for public input during the proceeding, an effective means of communication between the members of the body and the public must be provided;

E. Notice of the proceeding must be provided in accordance with section 406. When the public may attend by remote methods pursuant to paragraphs C and D, the notice must include the means by which members of the public may access the proceeding using remote methods. The notice must also identify a location for members of the public to attend in person. The body may not determine that public attendance at a proceeding will be limited solely to remote methods except under the conditions in paragraph B, subparagraph (1);

F. A member of the body who participates in a public proceeding by remote methods is present for purposes of a quorum and voting;

G. All votes taken during a public proceeding using remote methods must be taken by roll call vote that can be seen and heard if using video technology, and heard if using only audio technology, by the other members of the public body and the public; and

H. The public body must make all documents and other materials considered by the public body available, electronically or otherwise, to the public who attend by remote methods to the same extent customarily available to members of the public who attend the proceedings of the public body in person, as long as additional costs are not incurred by the public body.

3. Remote participation not permitted. This section does not authorize town meetings held pursuant to Title 30-A, section 2524 or regional school unit budget meetings held pursuant to Title 20-A, section 1482-A to be conducted using remote methods.

4. Application. This section does not apply to:

A. The Legislature; or

B. A public body to which specific statutory provisions for remote participation apply.

Emergency clause. In view of the emergency cited in the preamble, this legislation takes effect when approved.

Attachment B

REMOTE PARTICIPATION POLICY

Portland Area Comprehensive Transportation System (PACTS)
July 20, 2021

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, the above-named body adopts the following policy to govern the participation, via remote methods, of members of the body and the public in the public proceedings or meetings of the body.

Members of the body are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the body to meet via remote methods, or an illness or temporary absence of a member that causes significant difficulty traveling to the meeting location. The GPCOG Executive Director or the Director's designee, in consultation with the Chair if appropriate and possible, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. A member who is unable to attend a meeting in person will notify the chair or presiding officer of the body as far in advance as possible.

Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

The public will be provided a meaningful opportunity to attend via remote methods when any member of the body participates via remote methods. If public input is allowed or required at the meeting, an effective means of communication between the body and the public will also be provided. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire body to meet using remote methods.

Notice of all meetings will be provided in accordance with 1 M.R.S. § 406 and any applicable charter, policy, or bylaw. When the public may attend via remote methods, notice will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify a location where the public may attend the meeting in person. The body will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires the body to meet using remote methods of attendance.

The body will make all documents and materials to be considered by the body available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the body.

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the body and the public. A member of the body who participates remotely will be considered present for purposes of a quorum and voting.

This policy will remain in force indefinitely unless amended or rescinded.

CONNECT 2045

DRAFT Scope of Work

1. PROJECT SCOPING & LAUNCH (June-July)

1.1 Project Orientation

- Background research and Destination 2040 review

1.2 Project Kick-Off

- Launch project website
- Begin 30-day public comment period

1.3 Establish Project Advisory Committee (PAC)

- Advertise opportunity and select members
- Host first PAC meeting

1.4 Develop and Finalize Scope of Work

- Internal feedback and approval
- PAC feedback and approval

2. IDENTIFY EXISTING CONDITIONS & TRENDS (July-September)

2.1 Collect Data & Information

- Review recent plans and studies
- Update population and employment forecasts and travel demand model
- Update assessment of the transportation system, regional demographics, and environmental resources
- Develop initial assessment of key trends and issues

2.2 Begin Congestion Management Process (CMP)

- Review previous CMP
- Analyze congestion problems and needs

2.3 Begin Financial Assessment

- Begin forecast of available resources and capital needs for known preventive maintenance

2.4 Draft Existing Conditions Chapter

- Draft Existing Conditions chapter and present to PAC for input

2.5 Draft Plan Development Context Chapter

- Draft Plan Development Context chapter and present to PAC for input

The primary objectives of Tasks 1 & 2 are to get organized, kick off the project, raise awareness of the effort, and answer the question, “Where are we now?”

PUBLIC-FACING ACTIVITIES (TASKS 1 & 2)

Public Engagement

- PAC meetings
- PACTS meetings
- Interactive website
- 30-day public comment period

Project Deliverables

- Detailed scope of work
- Abbreviated scope of work
- Abbreviated public engagement timeline
- Draft Existing Conditions chapter
- Draft Plan Development Context chapter

Communications

- Press release at launch
- Question Campaign to PPH editorial board
- Question Campaign video
- GPCOG/PACTS newsletters
- Social media
- Email list



3. SET THE VISION & GOALS (July-October)

3.1 Conduct Question Campaign

- Collect responses to prompt, “What is your question about getting around Greater Portland in the future?”

3.2 Develop Draft Vision & Goals

- Host Vision Labs to analyze input and develop draft vision and goals

3.3 Adopt Vision & Goals

- Present draft vision and goals to appropriate PACTS committees for adoption

4. DEVELOP OBJECTIVES & PERFORMANCE MEASURES (Nov.-Feb. '22)

4.1 Collect Public & Stakeholder Input

- Develop aims for input
- Conduct survey
- Host a minimum of four stakeholder workshops

4.2 Draft Updated Objectives & Performance Measures

- Revisit and reaffirm Priority Centers and Corridors
- Draft updated objectives and performance measures

4.3 Adopt Objectives & Performance Measures

- Present proposed objectives and performance measures to PAC for input and approval
- Present to appropriate PACTS committees for adoption

4.4 Draft Vision Goals, Objectives Chapter & Performance Measures Chapters

- Draft Vision, Goals & Objectives and Performance Measures chapters and present to PAC for input

The primary objectives of Tasks 3 & 4 are to answer the questions: “Where do we want to go?” (Vision and Goals); and, “How do we get there?” (Objectives & Performance Measures).

PUBLIC-FACING ACTIVITIES (TASKS 3 & 4)

Public Engagement

- PAC meetings
- PACTS meetings
- Interactive website
- Question Campaign
- Public survey #1
- Stakeholder workshops

Project Deliverables

- Draft Vision, Goals & Objectives chapter
- Draft Performance Measures chapter
- Summary of public engagement

Communications

- GPCOG/PACTS newsletters
- Social media
- Email list



5. PRIORITIZE POLICY ACTIONS & PROJECTS (March-July '22)

5.1 Determine Prioritization Approach

- Engage PAC and others in determining a prioritization approach

5.2 Call for Policy Actions & Projects

- Agree on project criteria
- Develop submission questionnaire
- Promote opportunity

5.3 Initial Assessment & Ranking

- Staff screen projects
- PAC refines/scores project list

5.4 Conduct Survey

- Engage the public in a survey to rank proposed projects and policies

5.5 Final Ranking of Investments

- Discuss relationship to Transportation Improvement Program (TIP) process.
- Engage PACTS Committees in final ranking
- Adopt final policy actions and projects

6. DRAFT & ADOPT FINAL PLAN (Aug.-Dec '22)

6.1 Complete Draft Plan

- Prepare remaining chapters (Executive Summary, Introduction, Congestion Management Process, Constrained/Aspirational Financial Plan)

6.2 Present Draft Plan

- Present draft plan to PAC and relevant PACTS committees

6.3 Public Review of Draft Plan

- Provide public review period of draft plan

6.4 Adopt Plan

- Present final plan to PACTS Policy Board for adoption

The primary objectives of Tasks 5 & 6 are to come to a consensus on which projects and policy actions best support our desired future (within our existing funding constraints); and to develop a draft plan with broad support and buy-in that effectively communicates our strategic direction.

PUBLIC-FACING ACTIVITIES (TASKS 5 & 6)

Public Engagement

- PAC meetings
- PACTS meetings
- Interactive website
- Call for projects
- Public survey #2
- Plan review period

Project Deliverables

- Final list of projects and policy actions to include in the plan
- Draft plan
- Final plan
- Summary of public feedback

Communications

- Press release at conclusion



