

**KITTERY AREA COMPREHENSIVE TRANSPORTATION COMMITTEE  
METROPOLITAN PLANNING ORGANIZATION**

**KACTS**

**Meeting  
Wednesday  
February 11, 2009  
10:00 AM  
Kittery Town Hall**

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**Draft Meeting Minutes**

Voting Members Present: Dan Blanchette – Eliot; Sara Devlin – Maine Turnpike Authority; Chris Mann – MaineDOT; Sandra Mowrey – Kittery; Terry Oliver – South Berwick; Tom Reinauer – Southern Maine Regional Planning Commission (SMRPC); Rick Rossiter – Kittery; Duane Scott – MaineDOT; Jon St Pierre – Berwick.

Guests and Staff: Anna Price – FHWA; Mike Asciola – Kittery.

**Agenda Items**

- 1. Welcome/Introductions**
- 2. Approval of Minutes for the 10/21/08 KACTS meeting**

Jon St Pierre made a motion to accept the minutes as written. Terry Oliver seconded the motion, which passed all in favor.

- 3. Storm Water Management Activities.**

Kristie Rabasca from Sevee and Maher gave an overview of the training activities for municipal public works employees. This is already in the stormwater budget, and they are thinking of doing a half-day with some in-class work and some field work.

Jon St Pierre asked if this applied to all employees or just a certain amount. Kristie said that as many as possible should attend, since they are supposed to have a basic knowledge of the issues to satisfy the stormwater plan requirements.

Kristie explained that maintenance facilities will also be covered, and they may take a tour of the new South Berwick facility. It was decided that the training would take place on April 6<sup>th</sup>, with an early morning start. Rick mentioned that due to severe budget constraints, Kittery would not be participating in the training. Kristie explained that the Town would need to conduct in-house training if that is the case.

Kristie then outlined two items that have a March 2<sup>nd</sup> deadline. The first one is the Statewide Awareness component of Public Education, which is being handled by the statewide campaign once again. Each MS4 community have already contributed \$880 toward the statewide education program, which includes the “Ducky” ads and stickers.

The second item due in March is the Targeted Best Management Practices (BMP) component of Public Education. South Berwick is coordinating another yardscaping event during the week of April 4<sup>th</sup>. Sevee & Maher is preparing the plan detailing how the Towns will be implementing the remaining portion of the BMP component. Kristie will send the plan out to the Towns to review on Friday February 20. Kittery had planned to use the Spruce Creek Watershed work to fulfill this component, and would need to submit a plan showing how their match fulfills the requirements. Sandra and Kristie are working out that component of the deliverable.

#### **4. MaineDOT update on Economic Stimulus projects.**

Duane Scott explained to the group that MaineDOT has been preparing a list of projects in anticipation of receiving stimulus funding. The details are still being worked out in Congress, but they expect to receive somewhere between \$130 and \$150 million for roadway improvements and additional money for transit capital as well. MaineDOT is also positioning itself to be able to utilize more funding if other states are unable to spend their allocation within the required timeframe.

Duane then gave an overview of the different documents that are involved in the process. The current State Transportation Improvement Program (STIP) for Fiscal Years 2008-2011 will need to be amended to include any additional projects that will be funded through the stimulus dollars. The STIP includes all projects funded through Federal transportation programs, including the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Federal Railroad Administration (FRA), and the Federal Aviation Administration (FAA). The next STIP will be developed for Fiscal Years 2010-2013, because the State is required to develop a STIP at least every two years.

There are also other government programs that will be receiving stimulus allocations beyond just transportation.

Duane went on to explain that there is also the Unified Transportation Improvement Program (UTIP), which is approved by the State Legislature every two years. This document includes both construction and maintenance activities, which was not the case in the past. The UTIP was formerly known as the Biennial Transportation Improvement Program (BTIP) and then the Biennial Capital Work Plan (BCWP).

There is also the Six Year Plan, the latest of which includes 2010 through 2015. MaineDOT recently released a draft of this document, and the public comment period closed at the end of January. As part of the Six Year Plan, there is an "A list" and a "B list" of projects. The A list is fiscally constrained, and reflects a conservative estimate of available funding moving forward. The B list includes additional projects that would be funded if additional funding becomes available.

In terms of the stimulus package, the majority of funds will be distributed through the current formula for the Surface Transportation Program (STP). There is also a set aside requirement which directs each State to spend a certain percent of the STP allocation on Transportation Enhancement projects – primarily bicycle and pedestrian related projects.

Jon St. Pierre asked if this is all "new" funding. Duane responded that all of the stimulus money is over and above the normal States' allocations.

Rick asked why the Memorial Bridge project was not on the current list of stimulus projects. Anna Price explained that both MaineDOT and New Hampshire DOT decided to

take a step back and take a broader view of all three bridges and the travel patterns between/through Kittery and Portsmouth. Both agencies are spending approximately \$1.5 million maintaining the structures, and have questioned whether that is the most prudent way to move forward.

HNTB has been hired to conduct a study that will eventually recommend a course of action by June of 2010, which is a very ambitious schedule. Tom mentioned that he is serving on the Study Committee, and has reviewed HNTB's proposal. He gave some comments to MaineDOT.

Tom and Duane passed out some additional copies of the MaineDOT stimulus project list, and encouraged members to send in comments.

## **5. Discussion of Kittery Route 1 reconstruction project and funding**

Tom passed around summary of funding through the years regarding the Route 1 project and actions that had been taken by the Committee to date. He explained that the Town of Kittery has requested that KACTS fund a portion of Route 1 between the current project limit on the northern end, and the traffic circle itself. The project has always referenced .88 of a mile north of Love Lane, but has also had the phrase "to the rotary" or "to the circle". This may have caused the confusion, but the .88 mile is what was designed by MaineDOT and what was bid on and eventually awarded to Shaw Brothers Construction. Tom did some research on the project status reports and the original scope, and .88 of a mile has been in the description since the beginning. Due to the fact that almost 10 years has passed, staff is unable to determine where that measurement came from.

Rick briefly described what the Town has asked KACTS to fund. It is approximately 85 feet and includes an extension of the sidewalk and also some work on the storm water piping in that area. Similar pipes installed elsewhere in town have collapsed, and Rick is certain that the main section of pipe in this location will also fail if it is not replaced with concrete. The Town has an estimate of \$109,041.55, which would include the 10% town matching funds.

Dan Blanchette asked if the Committee approved this request, would the funds come out of the Berwick project that the Committee voted to fund at the last meeting. Tom said yes – a vote to grant Kittery's request would take funding away from the Berwick project.

Jon St. Pierre explained that he had a few questions. The first is whether the scope of the project is expected to change again, or if this was the last time. Rick stated that this would be the last time. Jon also asked some questions regarding the pipes that had been installed and now need to be replaced. Rick explained that several pipes of the same material have failed since their installation in 1998, and gave some specific examples. The diameter of the pipe also doesn't seem to make a difference. Jon asked if Rick thought the estimate from Shaw Brothers was reasonable, and Rick said that it was – primarily because Shaw Brothers provided the same prices that were in the State DOT bid.

Tom brought up an issue with the matching funds for this additional amount. He explained that MaineDOT would not be contributing any additional funds for the project, so there would be no 10% State match included. This may throw off the match ratios for the entire project, and may require the Town of Kittery to contribute the entire 20% (\$21,808.31). Duane said that he and Chris Mann would check on this and work with Tom on the figures if the Committee were to approve the request.

Jon St. Pierre made a motion to grant the Town of Kittery's request to fund either \$87,233.24 or \$98,137.39 based on the match requirements researched by MaineDOT and KACTS staff. This is also dependent on MaineDOT being able to advance the amount to KACTS from its 2010-2011 allocation. Rick Rossiter seconded the motion, which passed 8-0 with Tom Reinauer abstaining.

## **6. Staff Updates**

- South Berwick feasibility study.  
Tom gave a brief update on activities to date, including the first public meeting that was held in December and several more meetings with stakeholders since the study began in November. The next meeting of the Study Advisory Committee is on March 10<sup>th</sup> at 7:00pm at the South Berwick Town Hall. This meeting will also be a joint session with both the Town Council and the Planning Board.
- Traffic signal study  
Tom explained that Sebago Technics has reviewed a number of signals in the KACTS Planning Area, and have produced a draft report. Julia and Tom have both reviewed the draft, given comments, and expect to get a final study document within the next 2-3 weeks. There is also a small amount of funding that remains, which will be used to provide more in-depth analysis for some of the traffic signal locations.
- Traffic Incident Management Group  
Staff is currently coordinating a couple of items as a result of the Maine Emergency Management Agency (MEMA) communications grant award. Training for the State's CONOPS communications procedure took place in both Sanford and Kittery in November, and the grant will reimburse police/fire department staff who attended the training sessions.  
Tom is also coordinating the programming of several hundred hand-held and vehicle radios for the CONOPS frequencies. The grant will cover twelve municipal departments' radios and also the York County Sheriff's department.

## **7. Other Business**

There being no further business, the meeting was adjourned at 11:52am

Minutes written by Tom Reinauer, SMRPC, February 19, 2009.