



Maine Public Transit Advisory Council

**August 16, 2022
1:00 – 2:30 p.m.
Meeting Agenda**

<https://mainestate.zoom.us/j/87236997660?pwd=U21IK0l4R3hST1Y2TmpJS0paMExRZz09>

- 1:00 Welcome and Introductions**
- 1:10 Approve June 2021 Meeting Minutes**
- 1:15 Review and Adopt PTAC Remote Meeting Policy**
- 1:20 MaineDOT Updates**
 - GO MAINE
 - Maine Statewide Strategic Transit Plan
 - Transit Bus Electrification
 - Transit Technology Initiatives
 - Workforce Transportation Pilot
- 2:40 Roundtable – Announcements, Recent and Upcoming Efforts, Biennial Report in 2023**
- 2:50 Public Comment**
- 3:00 Adjourn**

Public Transit Advisory Council

Meeting Minutes of May 10, 2021 (DRAFT)

Decisions and commitments in ***bold italic*** type.

Members in attendance: Clyde Barr, Sandy Buchanan, Stephanie Carver, Senator Brad Farrin, Katherine Freund, Rebecca Grover, Chris Hall, Michael Hallundbaek, Greg Jordan, Dana Knapp, Jonathan Labonte, David Landry, Jessica Maurer, Zoe Miller, Connie Reed, Tom Reinauer (chair), Barbara Schneider, Duane Scott, Paul Towle, Sharri Venno, Deirdre Wadsworth, Jennifer Williams.

Others in attendance: Maine DOT Commissioner Bruce Van Note, Lori Brann (clerk), Jennifer Brickett, Jennifer Grant, Nate Moulton, Ryan Neale; Roger Bondeson, Tim Sturtevant (DHHS); Kim Moody (Disability Rights Maine), Sarah Cushman (Cushman Consulting).

The meeting was called to order at 8:32 and was recorded. (Access Passcode: #6@4GSEI)

https://mainedot.zoom.us/rec/share/biPmxkTfZ0VuNPbGC7rs06f_D0tyhO-3V8YPd3OdA0A6iCkksrzMa9fX1BJm3NNa.A-e2WRb4Dc8hHhdK

Welcome, Introductions and Agenda Review. Tom welcomed everyone to the meeting and all attendees introduced themselves.

MaineDOT Commissioner Bruce Van Note thanked everyone for participating in the PTAC. He discussed the general fund (passed) and highway fund (not passed) budgets' status through the Legislature. The Governor's [Maine Jobs and Recovery Plan](#), along with the three rescue plans passed by Congress are a lifeline for continuation and expansion of transit services, as well as helping fill the unmet need for highway and bridge projects. Strategic planning efforts will align all MaineDOT plans, including the Department's Long-Range Transportation Plan and Statewide Strategic Transit Plan, around the common message of meeting the needs of all customers. Much will dictate how we move forward including technology, telework, non-fossil fuel powered vehicles, transit needs, passenger rail, congestion, electrification, etc. Cost benefits need to be determined regardless of mode. Vehicles of all types, including electric vehicles, rely on roads and bridges. Congress, Covid, and climate will affect long-range planning efforts. MaineDOT is looking at pilot projects for electrification.

Approve January 2020 minutes. *No comments, unanimous approval.*

MaineDOT updates. Tom noted the Department's Strategic Transit Plan had been on hold but was expected to re-start soon. The Aviation Plan is entering Stage 2 and will roll into the Long-Range Transportation Plan.

Ryan updated the group on GO MAINE, which is currently administrated by the Maine Turnpike Authority (MTA) and MaineDOT, with MTA as lead. MaineDOT will become the lead agency this fall. It is currently a ride matching program with incentives for trips. The plan is to build in flexibility and expand

to serve as a one-stop location for all modes and include a trip-planner platform. The overall goals are to provide more options for more people, reduce single occupancy trips, and reduce greenhouse gases.

Lori outlined the amounts of Covid relief funding received by Maine for urban and rural transit programs.

Tom discussed the PTAC meeting schedule, including potentially meeting quarterly going forward. PTAC feedback on MaineDOT's upcoming plans and initiatives will be very helpful.

Review of Biennial Report Statutory Requirements, 2021 Biennial Report and Progress Made on 2019 Recommendations to Date. Tom said the report will be an update of the report submitted in 2019 (see your meeting packet). PTAC members should submit any comments to Tom in the next couple of weeks for consideration.

Highlights of Relevant State Initiatives

DHHS Transportation Programs Evaluation: Roger discussed the status of this report. MaineDOT is a member of the advisory committee. The consultant, RLS & Associates, was hired to evaluate all DHHS transportation programs. DHHS is currently reviewing the draft report and no decisions have been made at this time.

Jess Mauer asked if Covid impacted the number of no-shows. Roger responded that the number stayed consistent at around 20%. Jess said she is wondering if riders double-book with volunteer programs and choose the volunteer program because the rides are more flexible. Roger noted that people do not like to share rides, which is a problem that needs to be solved. Barbara asked if confirmations can be sent via text or other method to reduce the number of no-shows. Roger said they are looking at a phone app to address this. Katherine noted that ITN has eliminated no-shows by making everyone sign a policy that they will pay \$10 if they do not cancel a trip within an hour. Roger responded that this would not be allowable under federal Medicaid regulation.

Age-Friendly State Plan. Tom noted that this report will be released in January and that members could contact him with questions. Jess added that the intent is to use existing initiatives to act on recommendations.

<https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/inline-files/Age-Friendly-State-Plan.pdf>

Roundtable Announcements, Recent and Upcoming Efforts. Jess noted that Bill LD17 was submitted to expand transportation services for non-medical trips. DHHS is willing to do a pilot similar to New York State. The hope is to get a presentation on New York's pilot to see how it works.

Public Comment. None.

Next Steps, Next Meeting, Report Finalization. Tom said that MaineDOT and others have many plans in the works. PTAC's report to the Legislature will be finalized and submitted in the next few weeks. This will provide background information on public transit in Maine. Members should feel free to email any questions or comments to him or other MaineDOT staff.

Adjourn. The meeting adjourned at 10:14 a.m.

DRAFT

Remote Meeting Policy
Maine Public Transit Advisory Council
Adopted August 16, 2022

Section 1. Purpose

Pursuant to [1 M.R.S. § 403-B](#), the Maine Public Transit Advisory Council (the Council) adopts this policy for remote participation in its public meetings and proceedings. This policy applies to the Council, any working groups or subcommittees, and all meetings convened under the auspices of the Council.

Section 2. Definitions

Remote means is defined as “remote methods” as defined in 1 M.R.S. § 402(2), as may be amended, and includes any form of audio and visual conference technology, or audio conference technology, including teleconference, videoconference, and voice over internet protocol, that facilitates interaction among the Council members and between the public and the Council. Remote means does not include text-only means such as e-mail, text messages, or chat functions.

Remote meeting means a public proceeding of the Council, as defined in 1 M.R.S. § 402(2), conducted solely by remote means.

Section 3. Expectations for Council Member Participation

Council members are expected to be physically present for public proceedings of the Council except when being physically present is not practicable. Circumstances in which physical presence for one or more Council members is not practicable may include:

1. The existence of an emergency or urgent issue that requires the Council to meet by remote methods
2. Illness, other physical condition, or temporary absence from Maine, that causes a member of the Council to face significant difficulties traveling to and attending in person the meeting
3. Significant distance a member must travel to be physically present at the location of the meeting
4. Geographic characteristics that impede or slow travel, including but not limited to islands not connected to the mainland by bridges

The existence of a situation that requires the Council to meet by remote methods as described in Section 3 shall be determined by the Council Chair. A determination as to whether a criterion in Section 3 above has been met shall be made by the Council Chair in consultation with the impacted Council members as appropriate.

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

Section 4. Expectations for Public Participation

Members of the public will be provided a meaningful opportunity to attend by remote methods when Council member(s) participate(s) by remote methods. Reasonable accommodations may be provided by request to provide access to individuals with disabilities.

When the Council allows or is required to provide an opportunity for public input during a public proceeding conducted using remote methods, an effective means of communication between the Council members and the public will be provided, such as the ability the Council through video, microphone, or telephone.

The Council will provide notice of all public proceedings in accordance with 1 M.R.S. § 406, the Freedom of Access Act. When the public may attend by remote methods, the meeting notice will include the means by which members of the public may access the meeting using remote methods. For individuals with disabilities seeking a reasonable accommodation, the notice will identify the specific individual to contact about arranging for the accommodation. When applicable, the notice will also identify a location for members of the public to attend in person. The Council will not determine that public attendance at a public proceeding will be limited solely to remote methods except when an emergency or urgent issue exists that requires the Council to meet by remote methods as specified in Section 3 of this policy.

The Council will make all documents and other materials considered by the Council 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 Council proceedings in person, as long as additional costs are not incurred by the Council.

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

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