

Public Transit Advisory Council

Meeting Agenda

Monday, September 22nd, 2025

9:30am – 11:15am

Location: Zoom

<https://mainestate.zoom.us/j/81324236547>

Agenda Item	Responsibility	Action or Information
1.) Call to Order (9:30)	Chad Heid, Chair	Action
2.) Ascertain Quorum (9:30-9:35)	Chad Heid, Chair	Action
3.) Approval of Previous Minutes (9:35-9:40) <ul style="list-style-type: none">• February 19, 2025	Chad Heid, Chair	Action
4.) Updates on Terms / Appointments (9:40-10:00)	Chad Heid, Chair	Information
5.) Nomination and Election of New Chair and Vice - Chair (10:00-10:15)	Chad Heid, Chair	Action
6.) Status of Maine DOT Response to LD 1359 and 1451 (10:15-10:35)	Maine DOT Staff	Information
7.) Planned Schedule for 2026 (10:35-10:45)	Chair	Information
8.) Discussion Items (10:45-11:00) <ul style="list-style-type: none">• Open floor• Review of bylaws• Federal transportation budget• Next meetings	Chair	Information
9.) Public Comment (11:00-11:05)	Chair	Information
10.) New Business (11:05-11:10)	Chair	Information
11.) Adjournment (11:10)	Chair	Action

Public Transit Advisory Council

Meeting Minutes of February 19, 2025 – Held via Zoom

PTAC Members in attendance: Larry Allen, Kirk Bellavance, Sandy Buchanan, Josh Caldwell (vice chair), Stephanie Carver, Andrew Clark, Cole Cochrane, Amanda Dioszeghy, Eamonn Dundon, Rebecca Grover, Chad Heid (chair), Jay Kamm, Dana Knapp, Catherine Kruglak, Megan Salvin (for Kim Moody), Duane Scott.

Others in attendance: Lori Brann, William Ferdinand, William Gayle, Tom Reinauer, Tim Sturtevant.

1. **Call to Order.** The meeting was called to order by Chad Heid at 1:04 pm.
2. **Ascertain Quorum.** It was determined that the quorum was met.
3. **Approval of February 12 minutes.** Chad asked that Section 4 be revised to say that member comments to the draft Biennial Report to the legislature must be received by Friday, 2/14 for inclusion in the next version of the draft report. Steph Carver moved to approve the minutes as amended, and Jay Kamm seconded. The revised minutes were approved unanimously.
4. **Chair Report.** Chad stated that the intent of today's meeting is to finalize and adopt the draft biennial report to the legislature. Chad thanked members for their comments. Substantive issues should be noted and discussed at today's meeting. Technical comments should be shared by end of day today.

Chad noted the work that has gone into preparing the draft report and thanked everyone for their participation. The Council changed the presentation of the issues and findings based on the change to the authorizing statute. Chad recommended that future Council chairs attempt to identify early in the process the resources needed to draft the next report. This could include a revision to the statute and/or closer coordination with MaineDOT and legislative members of the PTAC. Additional dedicated resources for this effort may be necessary. Everyone involved should be proud of this shared effort.

The intent of today's meeting is for the Council to review and approve the most recent draft report. Some items, including graphics, will be finalized after this meeting. MaineDOT staff will work with Chad and Josh to finalize the draft before it is presented to the legislature.

5. **Report Revisions.** Chad shared the revised draft, which includes comments received at and since the February 12 meeting. Comments shared with Chad yesterday or today have not been included yet.

Changes to the draft report include:

- Section I – A background paragraph has been added.
- Section II – A modification to the description of the Mobility Alternatives committee has been included. The Council member survey has been included. MaineDOT will add all meeting materials, including a separate section with the regional presentations, to the PTAC page on the MaineDOT website by or shortly after February 14.
- Section III – The group discussed how funding requests are presented in the report. Table 1 and the accompanying narrative include capital project needs reported by local transit operators. The projects align with the priorities identified in the Maine State Transit Plan. This is distinct from funds needed to maintain or expand operations. Chad commented that including requests for

funds to expand service may be confusing. The Council's overall position is that state funding should be brought to the level of municipal contributions. The distinction between funds to sustain or expand services would be better made by transit operators and/or the Maine Transit Association.

The John T. Gorman Foundation and Moving Maine Network reports will be included as appendixes. The Moving Maine Network finding that 3 of 5 Maine adults experience transportation insecurity is included in the PTAC report.

- Section IV – A summary of key themes from the regional presentations has been added. The NNEPRA section has been revised. Ryan will revise the Maine State Ferry Service write up and Chad will revise the GO MAINE section. MaineDOT staff will provide a description of the current process for distributing state and federal funds and the ongoing discussions on this process. Chad will provide a write up on the National Transit Database reporting process and caveats. Table 2 reflects Tom Reinauer's recommendation to separate local contributions from direct and fare revenue.
- Section V will include a summary of the annual AASHTO survey of state funding for public transportation data. The AASHTO tables will be included in the appendix. Maine uses some of the most common funding sources but not others. The appendix will summarize funding strategies used elsewhere that could be considered for Maine rather than recommend a specific approach. Further discussion can drill down on comparisons to specific states.
- Section VI relates directly to the Maine State Transit Plan. The section now includes a description of service type for rural regions. Jay raised the point that the recommendation on stations may not apply to rural areas where there are no shelters. The language will be modified to reflect that appropriate infrastructure will differ by region but should be well maintained and safe. Chad will correct the numbers for trips per year and trips per day in Maine. Josh noted that the data in this section is consistent with the NTD data used elsewhere in the report. One bullet has been revised to say "local transit providers", which includes 16 providers in Maine.

Remaining edits/tasks include:

- Update the PTAC website
- Include the John T. Gorman report in the appendix
- Graphics to be created by MaineDOT Creative Services based on guidance from the Steering Committee
- Update Maine State Ferry Service section
- Update GO MAINE section
- Update the federal and state funding summary for 2023
- Reword the 2% section
- Update the NTD process summary and caveats
- Summarize the current process for distributing state and federal funds
- Include a comparison to other states based on the AASHTO tables
- Modify the safety and security section with appropriate to region language
- Update unlinked passenger trip data to be consistent with NTD data

Members should share any additional input by the end of the day today.

The Council discussed post-pandemic ridership. The Council is using the most recent NTD numbers to be consistent with the other data sourced in the report. Larry expressed concern that the perception may be that transit is not worth investing in and suggested the report take a positive tone. Josh suggested that the narrative highlight the recovery in ridership in recent years. The Council agreed that the language should reflect a recovery from the ridership lows seen during the pandemic.

- 6. Adoption of Report.** Cole Cochrane made a motion to adopt the report with the corrections and amendments presented today. Eamonn seconded the motion. The motion passed unanimously.
- 7. Remaining Schedule.** Remaining revisions should be completed as soon as possible. Any additional comments on the report should be to Chad, Josh, or MaineDOT staff by the end of the day today. Chad will schedule a follow up meeting with MaineDOT to finalize the report and members will be informed of any significant changes. The report will be published by the first week of March. The report lays the foundation for additional advocacy. Chad thanked the members for their work and noted that everyone should be proud of this document.
- 8. Public Comment.** There was no public comment.
- 9. New Business.** There was no new business.
- 10. Adjournment.** The meeting adjourned at 3 p.m.