

Cape Cod Joint Transportation Committee (CCJTC)

Draft Minutes | May 10, 2024, at 8:30 a.m.

Virtual Meeting

Roll Call/Attendance

<u>Members/Designees</u>	<u>Representing</u>	<u>Attendance</u>
Griffin Beaudoin	Barnstable	Absent
Matt Sawicki	Bourne	Present
Griffin Ryder, <i>Chair</i>	Brewster	Present
Rob Faley	Chatham	Present
Thomas Andrade	Dennis	Present
John Roughley	Eastham	Present
Jim McLoughlin	Falmouth	Absent
Brian Albee	Harwich	Present
Catherine Laurent	Mashpee	Present
Richard Waldo	Orleans	Present
Jim Vincent	Provincetown	Present
Paul Tilton	Sandwich	Absent
Jarrold Cabral	Truro	Absent
Jay Norton, <i>Vice Chair</i>	Wellfleet	Present
Amanda Lima	Yarmouth	Present
Sean Polay	Bicycle	Present

Also Present

Steven Tupper	Cape Cod Commission
Phil Mele	Cape Cod Commission
Joyia Smikle	Cape Cod Commission
Colleen Medeiros	Cape Cod Commission
David Nolan	Cape Cod Commission
Jessica Wielgus	Cape Cod Commission

Evan Costa	Cape Cod Commission
Barbara Lachance	MassDOT
Richard Bilski	MassDOT
Raissah Kouame	MassDOT
Deb Shores	CCRTA
Pat Tierney	Fuss & O'Neill
Steve Findlen	Howard Stein Hudson
Jim Fitzgerald	Environmental Partners
Rik Ahlberg	Provincetown Bike Committee

Call to Order/Introductions

Griffin Ryder called the meeting to order at 8:30 A.M. Colleen Medeiros provided instructions for participation in the virtual meeting and noted that the meeting was being held remotely, with all members of the Cape Cod Joint Transportation Committee participating remotely, pursuant to Chapter 20 of the Acts of 2021, as further amended by Chapter 2 of the Acts of 2023.

Potential Approval of Prior Meeting Minutes

A motion to approve the draft minutes of the April 12, 2024, meeting was made by Thomas Andrade, second by Richard Waldo. Members voted as follows:

Matt Sawicki	Abstain
Griffin Ryder	Aye
Rob Faley	Abstain
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Abstain
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Abstain
Sean Polay	Aye

The motion passed.

Public Comments

No public comment was made.

Cape Cod Joint Transportation Committee Election of Offices: *Committee members will nominate and vote to elect the positions of Chair and Vice-Chair to the Cape Cod Joint Transportation Committee for the term of July 1, 2024, to June 30, 2025.*

Jay Norton shared he would be willing to continue his role as Vice-Chair if no other member was interested. Amanda Lima shared she would be interested in the role of Chair and is currently in the process of becoming the designated JTC member for the Town of Yarmouth. Matt Sawicki shared his interest in the Vice-Chair role if Mr. Norton wanted a break. Rob Faley additionally shared his interest in the Vice-Chair role.

A motion to nominate and approve Amanda Lima as the JTC Chair, pending Town of Yarmouth formal designation, was made by Rich Waldo, second by Jay Norton. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Abstain
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Abstain
Sean Polay	Aye

The motion passed.

Griffin Ryder asked both Matt Sawicki and Rob Faley if they would like to share the reason for their interest in the Vice-Chair role. Mr. Sawicki withdrew his interest and offered the role instead to Mr. Faley. Thomas Andrade emphasized the importance of the Vice-Chair role and their attendance at meetings.

Catherine Laurent joined the meeting at 8:48AM.

A motion to nominate Rob Faley as JTC Vice-Chair was made by Thomas Andrade, second by Amanda Lima. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Abstain
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Abstain
Catherine Laurent	Aye
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Steven Tupper clarified that the two previous votes were for nomination and that a vote to appoint the Chair and Vice chair was needed.

A motion to appoint Amanda Lima as JTC Chair and Rob Faley as Vice-Chair was made by Thomas Andrade, second by Richard Waldo. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Abstain
Catherine Laurent	Aye
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Federal Fiscal Year (October 1, 2024-September 30, 2025) 2025 Unified Planning Work Program (“UPWP”) Development *Staff will provide an update on the draft 2025 UPWP, which is currently out for public comment.*

David Nolan delivered a presentation on the FFY 2025 Unified planning Work Program. Mr. Nolan reviewed the UPWP process and timeline and described the types of transportation work undertaken by Commission staff each year. Mr. Nolan shared a slide that briefly reviewed each task and highlighted the positive feedback about the Route 6A Visioning Study from JTC members during meetings as well as members of the public at public outreach events. Mr. Nolan highlighted the importance of this project and Commission staff propose extending it to a 2-year project. This would allow for adequate time for Commission staff to conduct outreach and complete the project. Mr. Nolan then briefly highlighted the Commission’s public outreach events conducted as part of the development for the UPWP and TIP this year.

Griffin Ryder asked if the public outreach effort has been larger this year than in past years. Mr. Nolan confirmed that it was expanded and spread out over the development period, with a few new locations for additional outreach. Mr. Ryder asked if more input was received due to this. Mr. Nolan confirmed that it had generated more input and that the additional rail trail visits and Council on Aging visits have helped.

A motion to recommend the MPO endorse the projects as presented for inclusion in the FFY 2025 UPWP was made by Richard Waldo, second by Thomas Andrade. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Abstain
Catherine Laurent	Aye
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Federal Fiscal Years 2025-2029 Transportation Improvement Program

(TIP) Development: *Staff will provide updates on the draft 2025-2029 TIP, which is currently out for public comment, and discuss updated project cost estimates for the Dennis-Harwich Route 28 Reconstruction project and Provincetown Route 6/Shank Painter Road project.*

Colleen Medeiros provided an overview of the Transportation Improvement Program (TIP) and the process for the development of the FFY 2025-2029 TIP. Ms. Medeiros reviewed the project schedule with kick-off discussion beginning in January, project discussion/selection in February and March, a vote to release the draft document for a 21-day public comment period in April or May, and a potential approval of in May.

Ms. Medeiros briefly reviewed the draft FFY 2025-2029 CCRTA transit projects and State Prioritized Projects.

Ms. Medeiros shared the FFY 2025-2029 Draft Regional TIP scenario which was released for a 21-day public comment period last month. Ms. Medeiros presented recent project cost updates for the Dennis/Harwich Route 28 Reconstruction project and the Provincetown Route 6/Shank Painter Road Improvements project and noted that the Regional TIP scenario needs to be revised based on these new project cost estimates.

Ms. Medeiros presented a revised draft FFY 2025-2029 TIP scenario 1. Ms. Medeiros highlighted Dennis/Harwich Route 28 reconstruction would be advanced construction over 3 years (2025-2027), Provincetown Route 6/Shank Painter Road Improvements would be advanced construction over 3 years (2026-2028), West Dennis Route 28 Streetscape would receive year 1 of funding in 2028 instead of 2027, and Yarmouth Route 28 would receive year 1 of funding in 2029 instead of 2028.

Ms. Medeiros reviewed revised draft FFY 2025-2029 TIP scenario 2. This revision included Dennis/Harwich Route 28 Reconstruction year 1 of 3 funding in 2026 instead of 2025/advanced construction over 3 years (2026-2028), Provincetown Route 6/Shank Painter Road improvements advanced construction over 3 years (2026-2028), West Dennis Route 28 Streetscape year 1 of funding in 2028 instead of 2027, and Yarmouth Route 28 Year 1 of funding in 2029 instead of 2028.

Ms. Medeiros reminded members the TIP/UPWP public comment period is ongoing and will end on May 13, 2024. Members reviewed and discussed draft scenarios 1 and 2. Members agreed that draft scenario 1 was more favorable.

A motion to recommend the MPO endorse the FFY2025-2029 TIP based on revisions to Scenario

1 as presented was made by Thomas Andrade, second by Jim Vincent. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Abstain
Catherine Laurent	Aye
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Federal Fiscal Year 2024-2028 Transportation Improvement Program (TIP) Development Amendment 3: *Staff will review, and Committee members will consider public comments on and may vote to recommend that the Cape Cod Metropolitan Organization endorse the 2024-2028 TIP draft Amendment #3.*

Colleen Medeiros presented a slide with an overview of TIP Amendment 3 which includes \$9 million in FFY 2024 funding from the Statewide Transportation Improvement Program (STIP) to be added to Project # 611986 Mashpee Route 151 Corridor Improvements Project Phase 2. Additional, regional TIP funding revisions for the FFY 2024-2028 timeframe are proposed as the Mashpee Route 151 Project cost has increased to \$39,176,886. TIP Amendment 3 also includes additional STIP funding in FFY 2024 for the Yarmouth/Barnstable Cape Cod Rail Trail project as the project cost has increased to \$21,338,669. Ms. Medeiros noted that no public comments have been received in regards to TIP Amendment 3.

Griffin Ryder expressed his gratitude to MassDOT for the additional funding and highlighted the importance of the funding from MassDOT for the Yarmouth/Barnstable Rail Trail project.

A motion to recommend the MPO endorse TIP Amendment 3 as presented was made by Thomas Andrade, Second by Richard Waldo. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye

Rob Faley	Aye
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Abstain
Catherine Laurent	Aye
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

Cape Cod Vision Zero Safety Action Plan: *Staff will provide an update on the Vision Zero Safety Action Plan project and the development of the Vision Zero advisory committee.*

Ms. Medeiros reviewed the FHWA Safe Streets and Roads for All grant program and an overview of the development of the Cape Cod Vision Zero Action Plan. Ms. Medeiros shared the \$240,000 FHWA grant will be used to hire a consultant to assist with the preparation of the Safety Action Plan. MassDOT provided a \$60,000 match which is intended for Commission staff support for Safety Action Plan development. Ms. Medeiros shared that a Request for Proposal (RFP) for a consultant had been submitted since the last JTC meeting and 4 proposals had been received. Review of the proposals is underway with an announcement pending.

Ms. Medeiros shared a Vision Zero Advisory Committee (VZAC) will be formed and is now open to accepting interest from potential members. The committee would be comprised of 10-15 members and would preferably include representatives from the Cape Cod MPO, Cape Cod JTC, local or regional elected officials, public safety officials, and community representatives. Examples of community representatives include bicycle/pedestrian, tribal members, disability, transit, public health, and minority or underrepresented populations. Members would be asked to attend 5 VZAC meetings held over a one year period. Interested persons are encouraged to apply by email at transportation@capecodcommission.org by June 1, 2024.

Sean Polay shared that he would be interested to be part of the VZAC as a representative from the JTC.

Rik Ahlberg asked if towns would need to adopt a Vision Zero policy at some point or if the outcome of the project would be a statement for the entire region. Ms. Medeiros shared that the regional Vision Zero Plan would cover the entire region and individual towns are not required to adopt their own policy.

Cape Cod Shared Use Path Crossing Regional Inventory: *Staff will give a presentation on the Shared Use Path Crossing Inventory project, which summarizes the location, condition and recommended actions for shared use path crossings along roadways across Cape Cod.*

Evan Costa provided a presentation on the Cape Cod Shared Use Path Crossing Regional Inventory project. Mr. Costa shared the inventory aims to provide a comprehensive and up-to-date view on existing infrastructure components at these crossings. The scope of the project includes 149 side path locations across 6 different towns. Mr. Costa shared the data was collected in the fall and winter of 2022 with spot checks completed in 2023 and 2024. Crossing data is comprised of two components: roadway approach and the shared use path approach. Mr. Costa shared the Side Path inventory report is in the process of being finalized and will be posted on the website soon. Mr. Costa also shared that a newly developed web viewer will be available on the Commission's website showcasing the crossing data collected and can be used by the towns and the general public.

Rik Ahlberg asked if the trail adjacent to the Hyannis Transportation Center and the newly built seashore trail segments in Provincetown were included in the data collected. Mr. Costa shared the data did include the shared used path at the Hyannis Transportation Center.

Reports

MassDOT, Cape Cod Regional Transit Authority, and Cape Cod Commission staff will report on recent and upcoming transportation initiatives across Cape Cod.

MassDOT update

Barbara Lachance provided the following updates for MassDOT:

FFY2024

- **Mashpee** – Route 151 Phase 2 – PS&E review complete, project advertisement expected June 2024
- **Harwich** – Route 28 sidewalk installation – 100% design/PS&E submittal due
- **Yarmouth/Barnstable** – Cape Cod Rail Trail Extension – PS&E review complete
- **Dennis/Yarmouth** – Bass River Bridge Replacement & Route 28 at North Main St. – 100% structural design under review

FFY 2025

- **Dennis/Harwich** – Route 28 reconstruction -75% design under review
- **Provincetown** – Shank Painter Road improvements – 75% design under review
- **Bourne** – Route 6 Scenic Highway Median Installation – 100% design under review
- **Bourne** – Rail Trail Phase 1 – 100% design due

FFY 2027

- **Chatham** – Route 28 at Main St, Depot Rd, Queen Anne Rd and Crowell Rd – 25% design review complete

Thomas Andrade asked if the Dennis/Yarmouth Bass River Project is going out to bid this year. Ms. Lachance shared the advertising date is August 17, 2024.

Rob Faley shared asked if a hearing was scheduled for the Chatham Route 28 project. Ms. Lachance shared that a hearing had not been scheduled, and an internal Comment Resolution Meeting (CRM) would need to be scheduled first.

CCRTA update:

Deb Shores provide the update for the CCRTA. Ms. Shores shared the CCRTA is working with Eversource and their contractor Maverick on a transformer for the new CCRTA EV's. The installation will be completed in February of 2026. Mr. Shores shared the Cape Flyer will be starting on Memorial Day Weekend on May 24th. The train will include a first-class car, concessions car, and a bicycle car. Ms. Shores shared on May 26, 2024, round trip Cape Flyer fares will be offered for the 20th annual Cares for the Troops event to be held in Hyannis. Ms. Shores shared that the Cape Flyer will be \$10 round trip for the month of June and first-class trips will be reduced to \$40 round trip or \$25 one way.

Cape Cod Commission Update:

Colleen Medeiros provided an update for the Commission. Ms. Medeiros shared the following upcoming meetings:

Canal Bridges Program

- Open House – May 13, 2024, 12-3pm and 5-8pm at the Bourne Veteran's Community Center

Barnstable Park and Ride Expansion

- In-Person meeting: May 29, 2024, at 7PM – Barnstable County Complex, 3195 Main St, Barnstable, MA

Richard Bilski asked if the Commission could hold an in person and virtual meeting at the same time in the Barnstable County Complex Old Jail building. Ms. Medeiros confirmed that the room allows for a hybrid meeting.

New Business

Topics not reasonably anticipated by the Chair more than 48 hours before the meeting.

Griffin Ryder shared he would be leaving his position as Chair of the JTC and as DPW Director for the Town of Brewster as he had taken a job in the private sector. Mr. Ryder expressed his

gratitude to the members and Commission for everything they do. Members thanked Griffin for his work as JTC Chair and wished him the best with his new endeavor.

Adjourn

A motion to adjourn was made by Thomas Andrade, second by Richard Waldo. Members voted as follows:

Matt Sawicki	Aye
Griffin Ryder	Aye
Rob Faley	Aye
Thomas Andrade	Aye
John Roughley	Aye
Brian Albee	Aye
Catherine Laurent	Aye
Richard Waldo	Aye
Jim Vincent	Aye
Jay Norton	Aye
Amanda Lima	Aye
Sean Polay	Aye

The motion passed.

The meeting adjourned at 9:47 AM.

List of Materials Used/Presented

- 2024-05-10 CCJTC Meeting PowerPoint Presentation
- 2024-04-12 Draft CCJTC Meeting Minutes
- 2024-05-10 CCJTC Agenda
- Canal Bridges Meetings Flyer April 2024
- FFY 2025-2029 Draft TIP for CCJTC review
- FFY 2025 Draft Unified Planning Work Program for CCJTC review
- FFY 2024-2028 TIP Amendment 3 for Public Comment
- MassDOT Barnstable Park and Ride Design Public Meeting flyer
- MassDOT Harwich Safe Routes to School Design Public Meeting flyer
- Vision Zero Advisory Committee Handout