

**Town Administrator's Advisory Committee on Pedestrian Bicycle Pathway
Minutes of the Meeting on Wednesday, February 20, 2019**

Pocasset Community Building

Members in Attendance: David McPherson, Chair; John Carroll, Vice Chair; Mark Emmons; George Slade; Ken Cheitlin (by phone) (Members Absent: none)

Others in Attendance: Glenn Cannon; Michael Rausch; Paul Gately

1. The meeting was called to order at 6:00 p.m. by Mr. McPherson.
2. There were no public comments.
3. Approval of the minutes from January 23, 2019: *A motion to approve said minutes, with minor corrections, was made by Mr. Carroll and seconded by Mr. Slade. The minutes were approved unanimously, 5-0.*
4. MassTrails grant application: The application was timely submitted. The grant request is for \$285,000. Thanks were expressed to Representative Vieira for arranging for a letter of support from the MassDOT Rail & Transit Division. Mr. McPherson drafted a letter of thanks to the Rail & Transit Administrator and Representatives Vieira and Hunt, and Senator deMacedo, for their support. *Motion to send the letter was made by Mr. Emmons, seconded by Mr. Slade, and approved unanimously, 5-0.* A copy of the letter is appended to these Minutes. Thanks were also given to Nate Robinson, Mr. Cannon, and Tim Lydon for their work finalizing the application, and to all the members of the Committee for their work in obtaining support letters. A decision on the application is expected latest in May.
5. Discussion of Phase 1 work by VHB: Mr. Cannon reported that the proposed contract with Vanasse Hangen Brustlin Inc. (VHB) is currently being reviewed by VHB's attorneys, and is expected to be signed shortly. Mr. Emmons pointed out that now is the time for VHB to survey the Phase 1 right of way, since the leaves are off the trees. Mr. Cannon suggested that now is also the time to get underway with the Project Notification Form for Phase 2.
6. Discussion of Phases 3 and 4: Two issues were discussed, the first being the question of whether the terminus of Phase 3/origin point of Phase 4 is correctly shown on the current maps of the phases. Mr. Cannon agreed to talk to Mr. Lydon about this issue to see if the maps are in error. Mr. McPherson suggested that Phase 4 run south from Barlows Landing Road to the town line. Other suggestions considered included Phase 4 starting at Cataumet Station, and breaking Phase 3 into two separate phases, one from the terminus of Phase 2 to Barlows Landing Road, and one from Barlows Landing Road to Cataumet Station. The second issue discussed was the idea of undertaking design of Phase 4 before Phase 3, given an expectation that Falmouth will obtain funds through its CPC in late 2019 to begin design of the extension of the Shining Sea

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Bikeway north to the town line. The desire would be to have both towns working at the same time on the segments of the two trails that join at the town line.

7. Public outreach plans: The Committee next discussed various ideas for public outreach about plans for the Bourne Rail Trail. Ideas included “town hall meetings,” postcards to abutters before public meetings, and specific design review meetings with abutters. *A motion to hold a public meeting, if possible at either the middle or high school, on May 1, 2019, was made by Mr. Emmons, seconded by Mr. Carroll, and passed unanimously, 5-0.* Mr. Cannon will reach out to Barry Johnson about our providing an update to the CPC and Open Space Committee.

8. Report on the February 8, 2019 Joint Transportation Committee Meeting: Mr. Cannon attended this meeting and presented the Bourne Rail Trail project. A copy of the meeting agenda is appended to these Minutes. The JTC is doing a five-year look. Two speakers mentioned possible grant opportunities through the Transit Authority and the Department of Conservation and Recreation. Mr. Cannon described it as a “very positive meeting.”

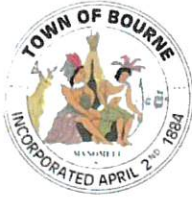
8. Next Meeting: Wednesday, March 20, 2019, at 6:00 p.m. at the Pocasset Community Building.

9. Adjourn: *Motion to adjourn was made by Mr. Carroll, seconded by Mr. Slade, and passed unanimously, 5-0, and the meeting was adjourned at 7:01 p.m.*

Respectfully submitted,

Ken Cheitlin, Clerk

These Minutes were approved by a 4-0 vote of the Members on March 20, 2019.



**Town Administrator's Advisory
Committee on Pedestrian
Bicycle Pathway**



March 11, 2019

Astrid C. Glynn
MassDOT Rail & Transit Administrator
Ten Park Plaza, Suite 4160
Boston, MA 02116

Dear Ms. Glynn,

On behalf of the residents of Bourne, we wanted to thank you for your January 30, 2019 letter in support of the town's proposed Rail with Trail Project. The advisory committee working on the project especially appreciates the quick turnaround on our request for a letter of support to allow us to meet the deadline for the MassTrails Grant Program application.

We look forward to working with the MassDOT Rail and Transit Division on this exciting project that we believe will benefit not only residents of Bourne but all Cape Codders and many other Massachusetts residents.

Again, thank you.

David McPherson, Chairman

cc: Chalita Belfield, MassDOT Director of Rail Properties
Representative David Vieira
Glenn Cannon, Assistant Town Administrator, Town of Bourne

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AGENDA: Cape Cod Joint Transportation Committee Meeting, 8:30 a.m., 02/08/2019

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POSTED: February 4, 2019, 11:52 AM

Cape Cod Joint Transportation Committee Public Meeting Agenda -

Date/Time: Friday, February 8, 2019 @ 8:30 AM**Place:** Cape Cod Commission Conference Room, 3225 Main Street, Barnstable, MA 02630

Call to Order

Potential approval of the DRAFT minutes of January 11, 2019 Public Comment

Bourne Rail Trail – Phase 1: Staff from the Town of Bourne will give a presentation on Phase 1 of the Bourne Rail Trail Project. Phase 1 of the project proposes to construct a new bicycle trail alongside the existing rail line (rail-with-trail) from the Cape Cod Canal Bike Path south to Monument Neck Road in Bourne. Future phases of the project are envisioned to provide a connection to the Shining Sea Bikeway in Falmouth. Phase 1 of the project will be considered for funding through the Cape Cod Transportation Improvement Program. The Cape Cod Joint Transportation Committee may ask questions and discuss the potential project. — *Town of Bourne staff*

Route 6 – Eastham, Wellfleet, and Truro: Massachusetts Department of Transportation (MassDOT) staff will present and discuss an assessment of the Route 6 corridor in Eastham, Wellfleet, and Truro with a focus on ways to improve accommodation for pedestrians and bicyclists. The purpose of the assessment is to identify potential improvements that could be incorporated into future roadway work. The Cape Cod Joint Transportation Committee may ask questions and discuss this project. — *MassDOT Staff*

Coordination of State and Local Municipal Separate Storm Sewer System (MS4) Permit Compliance Technical Assistance Project: The Cape Cod Commission has programmed state District Local Technical Assistance funds to Cape towns to assist them, through the Cape Cod Stormwater Managers Group, with Municipal Separate Storm Sewer System (MS4) Permit compliance. As part of the project, the Horsley Witten Group has been contracted to obtain Massachusetts Department of Transportation (MassDOT) drainage data and survey maps of state roadway layouts on Cape Cod, which will assist the region in identifying regulated stormwater sources that are the responsibility of state government, and/or that may cross connect with local sources. Cape Cod Commission staff will present an update on this effort to the Cape Cod Joint Transportation Committee (CCJTC). The CCJTC may ask questions and discuss this project. — *Tim Pasakarnis, Water Resources Analyst, Cape Cod Commission*

Federal Fiscal Year 2020 Unified Planning Work Program (UPWP) Development: The UPWP is a list of transportation planning projects scheduled for funding and implementation as outlined in the Federal Fiscal Year (FFY) 2020 (October 1, 2019 to September 30, 2020) UPWP document. Cape Cod Commission staff will give a presentation outlining the UPWP development process, presenting draft information on available funding, and introducing potential projects to be considered for inclusion in the UPWP. The Cape Cod Joint Transportation Committee will discuss the development of the UPWP and potential UPWP projects. — *Steven Tupper, Cape Cod Commission Transportation Program Manager*

2020-2024 Transportation Improvement Program (TIP) Development: The TIP is a recommended list of transportation projects to be advertised and eventually constructed using Massachusetts Department of Transportation, Federal Highway Administration and Federal Transit Administration funding for Federal Fiscal Years 2020 to 2024 (October 1, 2019 to September 30, 2024). Cape Cod Commission staff will give a presentation describing the process of developing the TIP, presenting draft information on available funding, and presenting draft project evaluation of projects that will be considered for inclusion in the TIP. The Cape Cod Joint Transportation Committee may ask questions and discuss the development of the TIP. — *Steven Tupper, Cape Cod Commission Transportation Program Manager*

2020 Cape Cod Regional Transportation Plan (RTP) Development: The Regional Transportation Plan (RTP) establishes long-range vision and goals, identifies major projects, studies, and programs for Cape Cod from 2020 through 2040. Cape Cod Commission staff will present an update on RTP outreach activities and describe the next steps in the RTP development process. The Cape Cod Joint Transportation Committee members may discuss the development of the 2020 RTP. — *Lev Malakhoff, Cape Cod Commission Senior Transportation Engineer*

Massachusetts Department of Transportation Update: The Massachusetts Department of Transportation (MassDOT) staff will present and discuss with members of the committee the status of MassDOT projects currently in the planning process including the Federal Fiscal Years (FFY) 2019-2023 and FFY 2020-2024 Transportation Improvement Program (TIP) projects. The TIP is a recommended list of transportation projects to be advertised and eventually constructed using MassDOT, Federal Highway Administration and/or Federal Transit Administration funding. — *MassDOT Staff*

Reports – Cape Cod Regional Transit Authority: Cape Cod Regional Transit Authority (CCRTA) staff will report on recent and upcoming transportation initiatives involving the CCRTA. — *CCRTA Staff*

Reports – Cape Cod Commission: Cape Cod Commission staff will report on recent and upcoming transportation initiatives across Cape Cod. — *Steven Tupper, Cape Cod Commission Transportation Program Manager*

Municipal Crosswalk and Speed Hump Policy Discussion: Cape Cod Joint Transportation Committee (CCJTC) members will discuss local policies that guide Department of Public Works staff and others charged with responding to citizen requests for installation of new or modification of existing of crosswalks and/or speed humps. CCJTC members may reference the recently adopted Town of Harwich Crosswalk Policy, available at https://www.harwich-ma.gov/sites/harwichma/files/news/harwich_crosswalk_policy_2018.pdf. — *Steven Tupper, Cape Cod Commission Transportation Program Manager*

Adjourn

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