



AGENDA

MEETING: Complete Streets Committee (CSC)
DATE: September 14, 2021
TIME/PLACE: 7:30 AM - 9:00 AM
PRESENT: Chair Greg Michaud, Vice Chair Doug Leland, Acting Police Chief Nate Goodman, Sally Walsh, Andy Seymour, Phil Wagner, Barbara Guffin, Elizabeth McDonald
ABSENT:
GUESTS:

TOPIC	DISCUSSION	ACTION
I. Minutes (Greg) (5 Minutes)	Motion to accept the July 13, 2021 minutes by _____; seconded by _____; abstained by _____. _____ in favor, _____ opposed, _____ abstained, and _____ absent.	TBD
II. Welcoming Comments (Greg) (5 minutes)	<ul style="list-style-type: none">• Welcome• Agenda Review• Councilor Reighley's Resignation >> new CSC liaison?	Informational only, no vote.
III. Downtown Vision Proposal (Bliss) (10 minutes)	<ul style="list-style-type: none">• North Main Street Parklet Design• Skate Park at Train Station• Hot Dog Park• Phase II Study and Communication liaison	Informational only, no vote.
IV. Bridge Projects Update (Bliss) (10 minutes)	<ul style="list-style-type: none">• Exit 20 and 22 Bridge Project Updates.	Informational only, no vote.
V. Connect Freeport Project Updates (Liz) (10 minutes)	<ul style="list-style-type: none">• Liz will provide an update on progress with the four Active Living committee priority projects.• Mallett Drive Multi-use Path Grant Application Status	Informational only, no vote.



VI. Workplan Review (Greg) (20 Minutes)	<ul style="list-style-type: none"> • CSC Webpage Update scope and schedule (Michaud). • Lower Main Street Beautification (Bliss, Walsh) • Lower Main Street Bridge Overpass (Bliss) • Annual Policy Review (Leland) • U.S. Route One Multi-Use Path from Cousin's River Bridge to YMCA (Bliss) 	Informational only, no vote.
VII. Open Discussion (All) (20 Minutes)	<ul style="list-style-type: none"> • Remote Participation Policy Discussion • Casco Bay Trail Alliance Vision (Leland). • Angela King (BCOA) Email Exchange on Pownal Road Shoulder Widening (Leland) • Quarterly Resident Concern Review (Harraseeket Road, Pownal Road, Lower Mast Landing at Bow Street, Speed Table at Dennison and Bow) (Goodman). • Year-End Reporting (Michaud) • Snow Road Striping Request (Bliss) • Annual Officer Elections (Michaud, Leland) • Spar Cove Road meeting update (Bliss) 	Informational only, no vote.
VIII. Adjournment	<p>_____ motioned to adjourn; _____ seconded; motion carried with _____ in favor, _____ opposed, and none absent. Next scheduled meeting: October 12, 2021.</p>	Accepted, _____



MINUTES

MEETING: Complete Streets Committee (CSC)
DATE: July 13, 2021
TIME/PLACE: 7:30 AM - 9:00 AM, Virtual Meeting via Zoom
PRESENT: Chair Greg Michaud, Vice Chair Doug Leland, Acting Police Chief Nate Goodman, Sally Walsh, Phil Wagner, Barbara Guffin,
ABSENT: Councilor Doug Reighley, Andy Seymour, Elizabeth McDonald
GUESTS:

TOPIC	DISCUSSION	ACTION
I. Minutes	Motion to accept the June 1, 2021 minutes by Mr. Leland; seconded by Mr. Wagner. Six in favor, none opposed, none abstained, and three absent.	Accepted, 6-0.
II. Welcoming Comments	<ul style="list-style-type: none"> Welcome comments provided by Mr. Michaud Agenda Reviewed We discussed whether to meet in August or take the month off as is traditionally done. Will Zoom meetings be allowed in the future? Probably, but leave this as To be determined by Town Council. 	Informational only, no vote.
III. Downtown Vision Proposal	<ul style="list-style-type: none"> North Main Street Parklet Design discussed. Approval was received from Maine DOT on Friday, July 8th. Parklet will be constructed with concrete barriers, wood decking, and trash receptacles. All other measures will be donated or lent by private businesses. The purpose of the temporary parklet is to receive feedback from patrons after a few weeks of use and then adjust accordingly. The parklet is expected to support several businesses. Mr. Michaud is working with a separate group to paint intersections and street logos on Holbrook, Cross, and Kendall. 	Informational only, no vote.
IV. Bridge Projects Update	<ul style="list-style-type: none"> Update provided by Mr. Bliss regarding the Exit 20 and Exit 22 Bridge Rehabilitation projects. The meeting's purpose was to receive consensus of the design from the Bridge Advisory Group before scheduling a Town-wide Public meeting. The current design presented at the meeting showed they had addressed most of the Town's concerns. A major outstanding concern is the traffic back-ups as a result of the new signals. 	Informational only, no vote.



	<ul style="list-style-type: none"> • Some members of the CSC expressed interest in temporary measures that represent the future conditions. • The right-turn slip lane at the Exit 22 NB Signal will be eliminated. How does this impact traffic delays and balance the needs of motorists and pedestrians? • Can Maine DOT provide a traffic simulation at the public meeting? • Concern expressed by Chief Goodman for back-ups on Main Street similar to those experienced in the 1990s. • Review High Crash Location report from PACTS/ VHB for Mallett Drive recommendations. 	
V. Connect Freeport Project Updates	<ul style="list-style-type: none"> • Mr. Michaud provided an update on progress with the Mallett Drive Multi-use Path Grant Application. Grant is through the Maine DOT Bike-Ped Program. • Application due to Maine DOT by July 15. Mr. Michaud to email final application to Mr. Bliss for signature from Town Manager. • Concern expressed from Mr. Bliss on rapidly rising construction costs. Pricing from Yarmouth's Beth Condon projects shows that Freeport's Cousin's River Bridge multi-use path project may be underfunded. • Midblock crossing of Mallett Drive proposed near the Dentist's office. • The predominant path taken by Middle School students is from the Middle School to the Library and not across Mallett Drive. 	Informational only, no vote.
VI. Complete Streets Webpage	<ul style="list-style-type: none"> • The Town's Planning Board webpage was provided to the CSC as a good example to use for the CSC. • Handouts provided by Mr. Michaud. • The Workplan and Complete Streets Policy will be displayed on the main page. Agendas, minutes, meeting materials, CSC membership, Connect Freeport link, and Active Living Committee materials will be provided on the main page. • Agendas, Minutes, and Meeting Materials will have their own box. • Mr. Bliss to work with Mr. Michaud and set up the webpage structure in September. 	Informational only, no vote.
VII. Open Discussion	<ul style="list-style-type: none"> • Casco Bay Trail Alliance Vision presented by Mr. Leland. His request is to make a recommendation to Council requesting the Maine DOT officially abandon the St. Lawrence and Atlantic Rail line for public use rather than continue the existing lease agreement with Genessee and Wyoming. The request for support is similar to that provided by the Town of Yarmouth. The Resolution is not to request a multi-use path on the abandoned rail line but to convert the dysfunctional line to public use. Local support would assure that Freeport becomes a part of the 60-mile loop should bike-ped connections be 	CBTA Recommendation Accepted, 6-0.



	<p>constructed on the rail system. Motion by Ms. Guffin with second by Mr. Wagner to recommend the Resolution to the Town Council. Motion passed unanimously 6-0, none abstained, three absent.</p> <ul style="list-style-type: none"> • Review of Maine DOT Workplan by Mr. Bliss. One item noted: meeting requested by Maine DOT with Bridge Advisory Group for the railroad overpass project on Lower Main Street. 	
VIII. Paving Plan	<ul style="list-style-type: none"> • Mr. Bliss notified the CSC of the upcoming Spar Cove Road paving project. The Complete Streets Policy states that the Town Engineer and Public Works will consider bike-ped measures in road designs. Spar Cove residents will be contacted as part of the Public Works outreach. A notification letter will be sent out to the neighborhood. Bike-ped measures do not look to be implemented with the Spar Cove paving project. Ms. Walsh stated the residents would probably want the project to look as it does today with no road widening for improvements. 	Informational only, no vote.
IX. Adjournment	<p>Mr. Wagner motioned to adjourn; Ms. Guffin seconded; motion carried six in favor, none opposed, and three absent.</p> <p>Next scheduled meeting: Tentatively, August 10, 2021, but check with CSC members two weeks in advance. Mr. Bliss will not be at the meeting.</p>	Accepted, 6-0.

DRAFT

CSC Project Update

Connect Freeport Workgroup

Liz McDonald 9/9/2021

Mallett Bridge to US1

Milestones/Accomplishments

- Met MDOT bike/ped Program Manager on 6/3 to review application for funding 12' Multi-Use path (MUP)
- Submitted application on 7/15
- Notifications of application status will occur in late January or early February once MaineDOT finalizes and releases its 3-year Work Plan.



Mallett Drive Bridge to Pine Tree Academy

Milestones/Accomplishments

- Completed sitewalk on 6/23 with Town Engineer
- Reached consensus for 12' MUP on south side of Pownal Road starting from end of bridge continuing to Pine Tree Academy
- Documented plans on ArcGIS

Next Steps

- Identify and document possible funding sources
- Identify and document additional necessary milestones

Yarmouth to Downtown

Next Steps

- Connect Freeport Workgroup to discuss at next meeting on Thursday, Sept 16th at 1:30 pm

Desert Road Bridge to LL Bean Distribution Center

Next Steps

- Address at October Connect Freeport Workgroup meeting

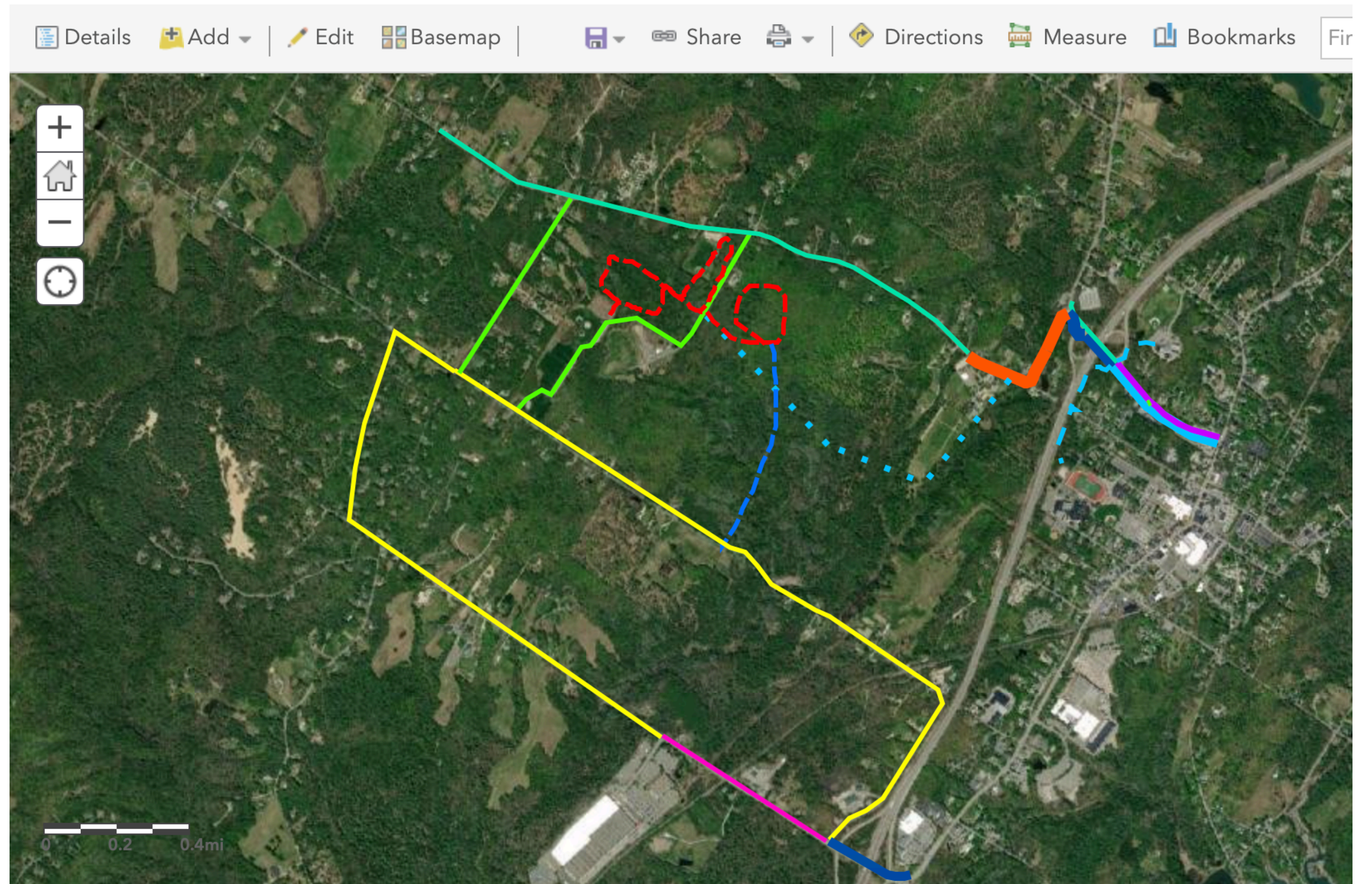
ArcGIS

Updated plans

- Big THANKS to Andy
- Click on colored lines to view text boxes with detailed information
- Happy to send you a link upon request

Home ▾ Connect Freeport - Work Group

Open in new Map Vie



Additional Consideration

There are many exciting opportunities coming up to pursue healthy mobility improvements for Freeport!

The Connect Freeport workgroup is currently using the project priorities developed by CSC as a guide. However, we also discussed the need for having a priority checklist to determine possible additional projects to focus on. Thoughts on whether CSC should take this on?

REMOTE PARTICIPATION POLICY

Freeport Town Council

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, the above-named body adopts the following policy to govern the participation, via remote methods, of members of the body and the public in the public proceedings or meetings of the body.

Members of the body are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the body to meet via remote methods, or an illness or temporary absence of a member that causes significant difficulty traveling to the meeting location. The chair or presiding officer of the body, in consultation with other members if appropriate and possible, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. A member who is unable to attend a meeting in person will notify the chair or presiding officer of the body as far in advance as possible.

Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

The public will be provided a meaningful opportunity to attend via remote methods when any member of the body participates via remote methods. If public input is allowed or required at the meeting, an effective means of communication between the body and the public will also be provided. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire body to meet using remote methods.

Notice of all meetings will be provided in accordance with 1 M.R.S. § 406 and any applicable charter, ordinance, policy, or bylaw. When the public may attend via remote methods, notice will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify a location where the public may attend the meeting in person. The body will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires the body to meet using remote methods of attendance.

The body will make all documents and materials to be considered by the body available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the body.

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the body and the public. A member of the body who participates remotely will be considered present for purposes of a quorum and voting.

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

Dated: _____

Signed: _____

Remote Board Meetings Now OK'd Permanently

The Legislature has made remote participation in public board meetings permissible on a permanent basis, but only under limited circumstances. PL 2021, c. 290, was enacted as an emergency measure and took effect on June 21, 2021, with the Governor's signature. It adds a new provision (§ 403-B) to Maine's Freedom of Access Act or FOAA (1 M.R.S. §§ 400-414).

Meanwhile, FOAA's temporary provision (§ 403-A) authorizing remote participation in public board meetings during the COVID-19 pandemic remains in effect until July 30, 2021.

Under the new law board members are expected to be physically present for meetings, but may attend board meetings via remote methods of participation in the case of an emergency or urgent issue that requires the board itself to meet remotely, or an illness or temporary absence that causes a board member significant difficulties in traveling to a meeting.

The public must have a meaningful opportunity to attend via remote methods when board members participate via remote methods. If public input is allowed or required at a meeting, an effective means of communication between the board and the public must also be provided. A board must provide a location where members of the public may attend in person. A board may not limit public attendance to remote methods only except in case of an emergency that requires the board itself to meet remotely.

Remote methods include telephonic or video technology allowing simultaneous reception of information and also permits other means necessary to accommodate disabled persons. But remote participation cannot be by text-only means such as e-mail, text messages, or chat functions

To enable remote participation, a board must first, after public notice and hearing, adopt a written policy governing remote participation by board members and the public that contains the limitations noted above.

Notice of all board meetings is required as usual (see § 406). When the public may attend via remote methods, notice must include the means by which the public may access the meeting remotely, and a location for the public to attend in person (except in case of an emergency).

A board must make all documents and materials to be considered by the board available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the board.

All votes during a board meeting using remote methods must be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other board members and the public. A board member who participates remotely is considered present for purposes of a quorum and voting.

Remote participation is not permitted for town meetings or regional school unit budget meetings.

As we noted above, FOAA's temporary provision authorizing remote board meetings, which does not require adoption of a local policy, remains in effect until July 30, 2021 (see § 403-A). After that date, boards are not authorized to permit remote participation without first adopting a written policy in compliance with the new law (see § 403-B). For a sample remote participation policy, see this link: [__https://bit.ly/2SDIhDQ__](https://bit.ly/2SDIhDQ) (*By R.P.F.*)