



**TRAFFIC AND PARKING COMMITTEE  
MEETING MINUTES  
May 7, 2019**

<b>ATTENDANCE:</b>	Doug Leland, Chair	Rodney Regier
	Police Chief Susan Nourse, Vice Chair	Geralyn Campanelli
	Doug Reighley, Town Councilor	Catrina Milliman
	Chester Goggin (absent)	David Lockman
	Adam Bliss, Town Engineer	District 4 (Vacant)

Meeting started at 7:36 am and adjourned at 9:14 am.

**I. Meeting Introduction.**

There was a brief revisit of the Comprehensive Plan Vision Statement. Traffic and Parking Committee members requested that their consolidated comments be circulated back to their Committee prior to sending them to the Planning Board. The deadline for providing comments to the Planning Board was in April but since the Town does not have a new planner in place there does not appear to be any present movement on the Comprehensive Plan. Mr. Bliss requested that the Committee forward their comments to him via email for discussion at the June meeting. One major theme during the discussion was the need to consolidate the statement from two pages into less than one page. It was mentioned that by law the Comprehensive Plan needs to be updated every ten years and the current plan expires in 2021.

**II. Chapter 2, Administrative Code: Section 614, Traffic and Parking Committee Discussion.**

A draft proposal for revisions to Chapter 2, Administrative Code, Section 614 was presented to the TPC by Mr. Leland. Proposed revisions were provided to the Committee ahead of the meeting. The revisions were proposed as follows.

614.1 Establishment

- A. Added 'TPC Establishment (Statement of Purpose) and charge'.
- B. Moved 'The 'Streets' Committee, shall develop, propose, update, and be guided by a Town of Freeport Complete Streets Policy' to Section 614.2, Duties and Responsibilities.
- A. Added 'Committee shall develop, propose, update and be guided by Complete Streets Policy'.
- B. Added 'Committee shall be further guided by a Complete Streets Strategic Plan'.
- C. Removed 'representation from the four Districts'.
- D. Added 'representation to include two Bicycle/ Pedestrian advocates and four At-Large seats'.

614.2 Duties and Responsibilities

- E. Added 'the Committee shall monitor and maintain the Complete Streets Strategic Plan'.
- F. Added 'members are expected to participate in workgroups and on special projects related to the Committee Duties and Responsibilities'.

The State of Purpose was added to provide guidance to future Committee members. The intent of adding economic development to the Statement of Purpose was to accommodate multimodal transportation which can improve the environment of community and improve the environment of

economic development. The subject of Committee name was a focus of discussion. A list of potential names would be developed and generated to the Committee for consideration.

The terms 'enhancing safety, community connectivity, system sustainability, and economic development' were agreed upon for inclusion in the Establishment list.

Mr. Regier recommended referencing 'Active Living Plan' in the revised code. The document provides historical context for development of the Complete Streets Implementation Plan.

Committee membership was discussed at length. Concern was brought up that District 4 is currently vacant, and that district has proven to be a challenge to fill. Changing the positions to At-Large would resolve this challenge and it is expected that the Appointments Committee, with input from the Traffic and Parking Committee, would provide guidance to Town Council on filling the seats, to include consideration of District representation. It was stated that two Bicycle/ Pedestrian advocates would be desirable for the committee, though qualifications require additional definition. One idea for the change is to ensure someone with energy and specific interest would participate in a workgroup on special projects. The subject of Project Review Board or Planning Board representation was stated as desirable and important as was a voice from Visit Freeport. Concern was raised about applying too heavy of a load to a Planning Board or Project Review Board representative. Chief Nourse suggested providing a list of preferred interests to the Appointments Committee for service on the Committee.

### **III. Updates: General Discussion Items.**

There is a project meeting with Maine DOT on May 23<sup>rd</sup> in Yarmouth concerning the Cousin's River Bridge. Design options and associated cost estimates are expected to be shared with stakeholders at this meeting.

There is an East Coast Greenway meeting and discussion on possible rerouting the route by bringing it into the Village. That meeting is scheduled for Tuesday, May 28<sup>th</sup> from 2:00 to 4:00 PM followed by a social hour at Maine Beer and a Venture Cycling presentation.

There is a Public Meeting on Wednesday May 29<sup>th</sup> at 6:00 PM in the Council Chambers with Maine DOT, their bridge engineer, the Maine DOT project manager, and stakeholders concerning the Exit 22 Bridge Rehabilitation Project. Maine DOT will share the scope of the project and the available options.

### **IV. Adjournment: Next scheduled meeting: June 4, 2019.**

Mr. Lockman motioned to adjourn, Mr. Leland seconded, motion passed unanimously.