

## **COMMITTEE REPORT – Town of Rockport**

**DATE:**12/14/22  
**Force**

**START TIME:** 8:00AM

**COMMITTEE:** VPI Task

**CHAIR:** Doug Cole

**LOCATION:** Richardson Room

**IN ATTENDANCE:** Doug Cole, Denise Kennedy Munger, Orion Thomas, Sally Cook, Michelle Gallant, Kimberlee Graffam; Clare Tully, Mary Jane Young (by video) **ABSENT:** Jon Duke, Mike Young.

**ITEMS DISCUSSED:** Review of MaineDOT presentation which studied traffic concerns and possible alternative options to the stop sign at the corner of Union Street and Route 1 in Camden; deciding how to answer remaining questions posed by the Planning Partnership Initiative (PPI) in order to finalize the traffic study request.

After Chair Cole called the meeting to order at 8:09AM, the members discussed the MaineDOT presentation, including documentation of backed up traffic and vehicular accidents and possible alternatives, such as adding a second stop sign on Union Street or a traffic light. After discussing the relevance of this study to the PPI traffic study request, members agreed that the study should be cited in the PPI but not attached to the document.

Orion Thomas noted that in addition to seeking comments on the PPI draft from Steve Cole from MaineDOT, he had sent the draft to some engineers for comment. Denise Kennedy Munger noted that we would need to come up with matching funds if MaineDOT approves our traffic study request. Orion Thomas stated that he had spoken to Jon Duke about getting funding, which would probably need to be at least \$75,000, given the estimated overall cost of about \$150,000.

The members then discussed a question on the PPI template, regarding how long a prospective applicant or firm should have to submit their response to the request for proposal. The group concurred that 60 days seemed reasonable and also set the deadline on the day of submission at 4PM. The group also agreed that any requests for clarification by applicants should be submitted at least 15 days before the deadline.

In reviewing the criteria for selection, Denise Kennedy Munger noted that the price does not enter into consideration at all, which is not how it typically works in business. As for the term of the contract to complete the study, Orion Thomas suggested 2 years. Denise Kennedy Munger concurred, noting one year might be too short.

**Orion Thomas said he would put the revised version on Sharepoint so the members could access it. The next meeting was set for January 3, 2023 at 8AM in the Richardson Room with a hybrid format. Chair Cole adjourned the meeting at 8:48AM.**