

BARRINGTON  
BROOKFIELD  
DOVER  
DURHAM  
FARMINGTON  
LEE  
MADBURY  
MIDDLETON  
MILTON



NEW DURHAM  
NEWMARKET  
NORTHWOOD  
NOTTINGHAM  
ROCHESTER  
ROLLINSFORD  
SOMERSWORTH  
STRAFFORD  
WAKEFIELD

**Strafford Metropolitan Planning Organization  
Technical Advisory Committee Meeting  
Rochester Community Center, Conf. Rm. 1A  
Rochester, NH**

**May 3, 2013 Minutes**

**FINAL**

**Present:** Wallace Dunham (Madbury), Glenn Davison (NHDOT), Paul Lockwood (NHDES), Marcia Gasses (Barrington), Chris Parker (Dover), Rad Nichols (COAST), Ed Comeau (Brookfield) and Jim Campbell (Rochester)

**Staff:** Cynthia Copeland (Executive Director), Marilyn Barton (HR Specialist/Event Coordinator), Greg Jones (Regional Planner), Kyle Pimental (Regional Planner), Marc Ambrosi (Transportation Planner) and Dan Camara (Senior GIS/Transportation Analyst)

**Guest:** Dirk Grotenhuis (Nottingham Commissioner/Policy Committee member)

**1. Introductions**

Vice-Chairman Dunham opened the meeting at 9 a.m. and introductions were given around the room.

**2. Staff Communications**

M. Barton reminded those in attendance that the upcoming Annual Commissioner's meeting is on May 30, 2013 at the Governor's Inn in Rochester and to let her know if attending. M. Barton stated an offer has been made to a student from UNH for the summer internship and would be starting on Monday, May 20, 2013.

**3.1 Draft TAC minutes of April 5, 2013**

The Vice-Chairman asked for a motion to approve the draft TAC minutes of April 5, 2013. M. Gasses made a motion and R. Nichols seconded that motion. All in favor, motion carried.

**3.2 Environmental Justice Update – Recommendation to Policy Committee**

M. Barton gave an informative PowerPoint presentation on the updates made to the Environmental Justice document and opened the discussion to questions. After no other comments, the Vice-Chair asked for a motion to recommend the updates to the Policy Committee for their approval. M. Gasses made a motion and E. Comeau seconded the motion. There was one no vote; all others were in favor. Motion carried.

**3.3 Title VI – Recommendation to Policy Committee**

M. Barton gave an informative PowerPoint presentation on the new Title VI document and opened the discussion to questions. There was a question if Title VI was part of the Executive Order. M. Barton stated it

was part of the Civil Rights Act of 1964 and Environmental Justice was from the Executive Order 12898. After no other comments the Vice-Chair asked for a motion to recommend the new Title VI document to the Policy Committee for their approval. M. Gasses made a motion and C. Parker seconded that motion. It was noted there was one no vote. All others were in favor, motion carried.

#### **4. Discussion Items**

##### **4.1 Public Participation Plan Update**

M. Barton noted at last month's TAC meeting it was mentioned that the Public Participation Plan would be going out for public comment in May. M. Barton stated that was changing, as we are doing a major reformatting to the document and would be going out for public comment at the end of August with voting at the October 4, 2013 TAC meeting.

##### **4.2 National Highways System Update**

D. Camara stated this has been a statewide effort in connection with NHDOT. He explained this is looking at the region's national highway system; a network of roadways that are important to the area. D. Camara showed our region's highway system: Routes 16 and 125 and US 4, east to west. He noted this is just getting started. G. Davison stated this defines new urban areas and boundaries; updates our function class system and how the roads are being used.

D. Camara noted the next step includes functional class changes and some of those changes may lead more maintenance of the roads. A discussion ensued regarding urban areas and functional class and how that it affects communities. It was recommended to have more information at a future meeting.

#### **5. Project Updates**

W. Prindle stated MPO staff finished the passenger COAST surveys and reminded everyone of Bike Walk to Work Day on May 17, 2013. W. Prindle noted the website, [seascoastbikes.org](http://seascoastbikes.org), for more information and that a few communities would be hosting events, such as Dover, Durham, Lee and Newmarket.

G. Jones spoke gave updates on some projects coming up in the summer months, such as traffic counts, the culvert program and Access Management.

M. Ambrosi gave an update on the Lee Park and Ride and showed the proposed location. M. Ambrosi noted the next steps include negotiation with the family that owns the property, acquiring additional land and the earliest start date is approximately 2015. M. Ambrosi gave an update on the Lee Traffic Circle and the construction should begin either this summer or next.

M. Ambrosi gave an update as to why the Rochester Park and Ride costs increased so significantly. M. Ambrosi stated he spoke with Ron Granmaison and the costs were due to more wetlands work than usual and access to property rights.

M. Ambrosi gave an update regarding the Park and Ride Study and noted the MPO has been working with several of the RPC's on this and good progress is being made and the draft plan should be completed by the end of June.

M. Ambrosi spoke about Wagon Hill in Durham and the new parking lot there to expand capacity. M. Ambrosi noted the Town of Durham asked the MPO to assist them with mapping trails. M. Ambrosi noted

he and D. Camara walked the trails with the new GPS system and got good results and looking to offer this service to the region and will be working on a methodology and plan.

**6. Other Business**

D. Camara noted the Census Bureau is hosting a webinar on May 8, 2013 at 10 a.m. He explained it would be a good overview on how to use the American Community Survey website. D. Camara noted the webinar can be taken at any computer and noted he would send out an email with the link to the webinar.

**7. Citizen's Forum**

There were no comments from the public.

**8. Adjournment**

The Vice-Chairman asked for a motion to adjourn the meeting 9:50 at a.m. J. Campbell made a motion and E. Comeau seconded that motion. All in favor, motion carried.

All in favor, motion carried.

Minutes submitted by,

A handwritten signature in black ink that reads "Marilyn Barton, PHR". The signature is written in a cursive style.

Marilyn Barton, PHR  
Recording Secretary

A handwritten signature in blue ink that reads "Wallace Dunham". The signature is written in a cursive style.

Wallace Dunham  
TAC Vice-Chairman