

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  
SRPC Office, Rochester, NH**

**August 3, 2012 Minutes**

**Final**

**Present:** Jon Hotchkiss (Middleton), Laurel Cox (Lee), Bill Hoke (NHDOT), Ed Comeau (Brookfield), Beverly Cray (UNH), Diane Hardy (Newmarket), Victoria Parmele (Northwood) and Wallace Dunham (Madbury)

**Staff:** Marc Ambrosi (Transportation Planner), Greg Jones (Regional Planner), Tammy Butt (Finance Manager), Zach Kahr and Nick Dowhaniuk (Field Data Collection Assistant)

**Guests:** Rev. Carolyn Clark (Strafford), Rosemary Kernan (Lakes Region)

**1. Introductions**

Chairman Hotchkiss opened the meeting at 9 a.m. and introductions were given around the room.

**2. Staff Communications**

M. Ambrosi noted the new item on the agenda, Citizen's Forum, to ensure the public has the opportunity to provide comments of items during the meeting. M. Ambrosi stated it is being kept to three minutes to ensure efficiency of the meeting.

**3.1 Approval of Draft Strafford MPO TAC July 13, 2012 Minutes**

The Chairman asked for a motion to approve the draft Strafford MPO TAC July 13, 2012 minutes. W. Dunham made a motion. E. Comeau seconded that motion. W. Dunham noted on the third page, first full paragraph, on the fourth line, there was an omission of the word "be" before the word palatable. All in favor with change as noted, motion carried.

**4.1 Summer Data Collection - Presentations**

G. Jones gave an overview of the Delay Count Project and the work that was done during the summer using GPS to count the number of points and calculate congestion on the roads. G. Jones stated this allows SRPC to focus on and use transportation funding more effectively. G. Jones noted the runs occur during Monday through Thursday during peak times, 6-8:30 a.m. and 5-7 [3:30-5:30 actual time] p.m. and on Fridays from 4-6 p.m. G. Jones noted this data will be used to produce maps to show congestion in the area, particularly

on Routes 108 and 125. G. Jones stated the use of traffic count data allowed them to know when peak times occurred and the use of that data was useful in this project.

Interns N. Dowhaniuk and Z. Kahr gave a PowerPoint presentation of what they had done and learned throughout their internship at Strafford Regional Planning Commission. They explained they worked on culvert assessments and traffic counts throughout the summer, the need for this work, the goals, equipment used, data collected and why this information is important for communities. N. Dowhaniuk explained this information is entered into a data base and a GIS shapefile is created. Z. Kahr noted communities completed this year were Northwood, Lee and New Durham and last year Rochester, Somersworth and Barrington were completed and the goal is to have culvert assessments for all eighteen communities completed in the next couple of years

### **5.1 Long-Range Transportation Plan**

M. Ambrosi stated the SMPO was in the update process and was getting all the projects together.

M. Ambrosi stated updating the Metropolitan Transportation Plan provides the Strafford MPO with an opportunity to review the transportation project list existing in our current plan, to remove projects that have been completed or are no longer needed, and to add new projects to the list. M. Ambrosi noted the project list update coincides with the completion of project lists solicited from communities and agencies through 2011's project solicitation.

M. Ambrosi explained at this point project lists are comprised of: all red list bridges, bridges over the Boston and Maine Railroad that do not allow double stacking of freight, projects that were not yet completed from the current Metropolitan Transportation Plan, and projects solicited from communities in the 2011 project solicitation round.

M. Ambrosi stated lists of projects are being distributed to communities for confirmation of accuracy and to provide the chance to add additional "Vision" projects that may be fully adopted upon future Metropolitan Transportation Plan Updates.

M. Ambrosi noted Regional Planner Greg Jones is collecting project cost data using the NH Ten Year Transportation Plan so that Strafford MPO can address financial constraint for projects that will be included in the Metropolitan Transportation Plan. M. Ambrosi stated our methodology is to collect example projects of similar size and scope for intersections, bridges, etc., take an average cost for the project type and make project specific adjustments if our projects have elements that need to be accounted for (i.e. wetland issues).

### **5.2 Transportation Improvement Program Visualization**

M. Ambrosi stated the primary focus of the work over the summer will be updating the Transportation Improvement Program and the Air Quality Analysis Determination. M. Ambrosi noted the visualizations to be accomplished: Plotting out projects on Google Earth, creating layers and making those projects available on the SRPC website. M. Ambrosi stated this will show which projects are included and will try to include funding associated with the project on it as well. M. Ambrosi stated the lists are up to date and has started updating the language and dates in the document. M. Ambrosi noted he would be asking questions at the next interagency monthly call about funding assumptions.

M. Ambrosi noted the Strafford MPO has completed the draft project lists and now has two primary steps remaining in the Transportation Improvement Program update:

1) Create a budget of transportation expenditures on regional transportation projects for the four-year period that shows NH has the funding to cover the anticipated costs.

M. Ambrosi noted the following issues remain: Funding assumptions from NH DOT have not yet been confirmed. Funding categories and anticipated revenues remain an ongoing issue as the new surface transportation authorization has changed some of the primary funding categories used in the Strafford Region for financing local projects. Additionally, NH revenue assumptions for future state transportation funding are not yet known. This issue would be addressed by the NH legislature. NH DOT funding assumptions for future state matching funds availability are essential for showing regional financial constraint. Turnpike funding assumptions are also necessary for showing financial constraint for all projects of “regional impact” along the Route 16/Spaulding Turnpike corridor.

2) Update the TIP document and make changes to document content to address changes in transportation policy since the last TIP update. This task is in process and will be completed shortly.

A discussion ensued regarding the TIP process and who decides what goes on the list. M. Ambrosi explained it began with the Governor’s Advisory Commission on Intermodal Transportation (GACIT) hearings last fall in which five state representatives held twenty-seven public hearings to solicit input. It then goes to the NH legislature who made changes and then on to the Governor’s office for signature. M. Ambrosi explained the first four years is the Transportation Improvement Program (TIP) and is required by the federal government for MPOs to show funding capabilities. There was also discussion regarding the Newmarket Bike Shoulder project. It was noted it had been on the books since 1998 and Route 108 has become a safety concern as NHDOT has delayed fixing Route 108 in anticipation of this project, as well as the evacuation route for the area.

M. Ambrosi stated Strafford MPO staff anticipates requesting a TAC recommendation for Policy Committee approval in the September/October timeframe.

## **6. Project Updates**

M. Ambrosi gave an overview of the sidewalk inventory project that Intern Kaitlyn Davis had been working on over the summer. M. Ambrosi stated her main project during the summer was researching and developing methodology for sidewalk and curb ramp inventory. M. Ambrosi stated she was working with NHDOT and the Technology Transfer Center at UNH to standardize this methodology with the state. M. Ambrosi explained the why this project was important and noted she completed the inventory of Newmarket’s sidewalks and curb ramps and was still waiting to hear back from NHDOT to schedule a meeting regarding our the methodology proposal. L. Cox asked if SRPC could help communities with sidewalk design. M. Ambrosi stated SRPC could assist with sidewalk planning but not with design engineering. It was noted once baseline information is available it will be easy to maintain and provide this information to communities.

M. Ambrosi noted D. Camara has been working in coordination with Rockingham Planning Commission and the consultant regarding AQA conformity determination to make sure our emissions are within budget and be validated with FHWA.

M. Ambrosi noted The Alliance for Community Transportation (ACT) recently printed regional directories for transportation services that show who the providers are and where service is provided. There was no other business.

**7. Other Business**

D. Hardy thanked M. Ambrosi for his assistance to Newmarket over the last couple of weeks regarding the Bike Shoulder project and noted the plans for the new waterline, extending to Newfields is on track and both projects can be done at once, which will save time and expenses.

B. Cray noted UNH has received their accruals for their CMAQ grant for GIS for the bus replacement and the Rochester bus route, slated to begin in January 2013.

**8. Citizens Forum**

Rev. Carolyn Clark introduced herself and stated she was from Strafford and worked with a group representing the towns of Northwood, Nottingham, Strafford and Barrington. She noted they had been meeting the last six or seven months as a group of concerned citizens regarding the transportation situation on Route 4. Ms. Clark noted those communities are dependent on cars to get to Concord and that it is only logical for a bus route down Route 4 and asked what the status of that was. M. Ambrosi stated it is on the Long-Range Plan and noted reducing traffic congestion by expanding roadway capacity would not be easy to accomplish on Route 4 due to the high cost and ROW issues and that a fixed route bus would be much less expensive. It was noted Route 4 is only other east-west highway in the region besides Route 101.

**9. Adjournment**

The Chairman asked for a motion to adjourn the meeting at approximately 10:15 a.m. D. Hardy made a motion and L. Cox seconded that motion. All in favor, motion carried.

Minutes submitted by,

A handwritten signature in cursive script that reads "Marilyn Barton PHR". The signature is written in black ink and is positioned above the typed name.

Marilyn Barton, PHR  
Recording Secretary