

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**

**December 7, 2012 Minutes**

**FINAL**

**Present:** Jon Hotchkiss (Middleton), Karla Kemp (NH DOT), Leigh Levine (FHWA), Wallace Dunham (Madbury), Paul Lockwood (NHDES), Steve Fournier (Newmarket), Dave Sharples (Somersworth) and Steven Ireland (NHDOT-District 6)

**Staff:** Dan Camara (Senior GIS/Transportation Analyst), Marc Ambrosi (Transportation Planner), Greg Jones (Regional Planner), Marilyn Barton (HR Specialist/Events Coordinator), Tammy Butt (Finance Manager), Michelle Mears (Regional Planner), Matt Sullivan (Regional Planner) and Shayna Sylvia (Communications Intern)

**Guest:** Bill Connor (Somersworth-SRPC Commissioner)

**1. Introductions**

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

**2. Staff Communications**

M. Barton introduced Shayna Sylvia, the new Communications/Marketing intern to the group and noted the projects she has been working on.

**3. 1 Approval of Draft Strafford MPO TAC October 5, 2012 Minutes**

As there was no quorum, the minutes were deferred until the January 2013 meeting.

**4. Presentation: MAP-21, Leigh Levine, Federal Highway Administration**

L. Levine gave an informative presentation on MAP-21, which included funding, performance measures and its effects on MPOs. After the presentation was over, it was open to questions from the group.

**5.1 Annual Listing of Obligated Projects**

M. Ambrosi stated federal regulations require the Strafford Metropolitan Planning Organization to publish the list of "obligated" federal transportation funding that was dedicated to projects in the Strafford region in the preceding federal fiscal year. M. Ambrosi noted the Strafford MPO is required to publish this listing

within 90-days of the conclusion of the federal fiscal year, which begins on October 1, and ends September 30 of the following year.

M. Ambrosi stated as part of the Metropolitan Planning Organization (MPO) planning process, the Strafford MPO is required to track transportation projects receiving federal funding in the Transportation Improvement Program. M. Ambrosi stated included in the project tracking is information about the level of funding that will eventually be committed to projects and is known as “*programmed*” funding. M. Ambrosi explained an “*obligation*,” or “*obligated*” funding, is the formal commitment for a specific amount of funding for a project. M. Ambrosi noted funding being “*obligated*” is a critical step in moving a project from planning to implementation, and only once funding has been “*obligated*” can the responsible party for carrying out the project begin drawing funding for implementation of a project.

M. Ambrosi stated The 2012 Annual Listing of Obligated Projects illustrates the “*programmed*” funding for projects from federal fiscal year 2012, along with the “*obligated*” federal funding for projects in 2012. M. Ambrosi gave an overview of the document and noted it would be available on the SRPC website sometime before the end of the month.

## **6. Project Updates**

M. Ambrosi gave an update on the proposed Park and Ride in Lee. He stated he had heard from Mike Dugas and Keith Cota and spoke with the landowner and there would be a meeting with all transit operators for designs.

S. Peci noted UNH was requesting three recently awarded FTA Bus/Bus Facility-Livability projects be included in the next update of the MPO and State TIP program.

D. Camara gave an update on the Travel Demand Model, which is shared with Rockingham Planning Commission. He noted they have been working with RSG out of Vermont to update the model, which was recommended by the Planning Review back in 2010. He noted this would be done by spring 2013 and would give a presentation to the group at that time.

G. Jones spoke about the culvert inventory that has been done in Lee, Madbury, Rollinsford and Somersworth. He noted Barrington would be completed soon and Northwood and New Durham would be next. G. Jones noted there was an upcoming Regional Impact Committee meeting on December 21, 2012 regarding the Excavation Pit in Barrington.

M. Barton noted she was working on updates to the Public Participation Plan and if anyone had any thoughts or comments to please forward them to her.

## **7. Other Business**

It was noted the next TAC meeting would be on Friday, January 4, 2013. There was no other business.

## **8. Citizen's Forum**

There were no comments received.

**9. Adjournment**

The Chairman adjourned the meeting at 10:20 a.m.

Minutes submitted by,

A handwritten signature in black ink that reads "Marilyn Barton PHR". The signature is written in a cursive style with a large initial 'M' and 'B'.

Marilyn Barton, PHR  
Recording Secretary