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SOMERSWORTH
STRAFFORD
WAKEFIELD

**Strafford Policy Committee Meeting/Public Hearing
October 18, 2013
Rochester Community Center, Conf. Rm. 1A, Rochester, NH
Minutes**

FINAL

SMPO Policy Members Present: Tony McManus (Dover), Marcia Gasses (Dover), Paul Lockwood (NHDES), William Connor (Somersworth), Brian Tapscott (Somersworth), Kenn Ortmann (Rochester), Glenn Davison (NHDOT), Victoria Parmele (Northwood), Tom Crosby (Madbury), Ed Jansen (Rollinsford), Sandra Keans (Rochester), Robert Jaffin (Rochester) and Beverly Cray (UNH)

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

Guest: Terry Chabot (New Durham)

1. Introductions

The Chairman opened the meeting at 9:00 AM and introductions were given around the room.

2. Staff Communications

M. Barton stated the next Policy Committee meeting would take place on Friday, November 15, 2013. M. Barton noted this was an important meeting, as the Committee would be voting to approve TIP Amendment 3 and updates to the Public Participation Plan. M. Barton reminded those Commissioners in attendance the next Commissioners meeting would be Thursday, November 21, 2013.

3. Draft MPO Minutes of September 20, 2013

The Chairman asked for a motion to approve the draft minutes of September 20, 2013. T. Crosby noted his name was missing in the section of members present and he was in attendance. S. Keans made a motion with the change as noted and K. Ortmann seconded that motion. All in favor, motion carried.

4.1 Public Participation Plan updates – Document Review and the Addition of Planning Measures to PPP

M. Ambrosi stated the Public Participation Plan was available on the SRPC website and is currently in a public comment period to receive comments. M. Ambrosi noted federal regulations established in 2005 as part of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requires a public participation component for the metropolitan transportation planning process to ensure fair and equitable public input opportunities in transportation planning. M. Ambrosi stated in compliance with federal transportation requirements, this document outlines the MPOs strategy and goals

for engaging the public and ensuring fair and equitable representation for the public within the Strafford region. M. Ambrosi gave an overview of the Public Participation Plan, what it is and gave updates as to the changes made in the document. He reviewed the goals going forward for the document and that it was available on the SRPC website and would be up for approval at the November 15, 2013 Policy Committee meeting.

4.2 Review of Transportation Improvement Program (TIP) – Amendment 3

M. Ambrosi reviewed the projects in the Amendment and what the changes were. M. Ambrosi stated the comment period would end on November 14, 2013 and if there were any questions or comments, to please contact him.

M. Ambrosi reviewed the projects and stated Amendment 3 adds two new projects to the TIP: A statewide project for traffic signal timing and calibration that originated in the most recent Congestion Mitigation Air Quality (CMAQ) round. M. Ambrosi noted the other new project impacts COAST and Wildcat Transit. M. Ambrosi stated this project originated as a mitigation action for the Little Bay Bridge project to increase peak hour transit service during bridge construction. M. Ambrosi stated the implementation of this project has been taking place for over a year and the project breakout shown in this Amendment illustrates the funding dedicated for the project. M. Ambrosi stated the other regional projects included in the amendment make minor changes to existing projects.

4.3 Durham Trail Mapping Pilot Project

M. Ambrosi stated this project started as a request from Durham and Regional Planner Kyle Pimental had been working with Durham to inventory their recreational facilities to get more use. D. Camara gave a Powerpoint presentation on how this works and provided a flyer with the three steps to do this. He explained with the use of a smartphone log onto, mapmyhike.com, and track movements and once the hike has been recorded, saved and downloaded onto the Internet, it will create a map. He explained that file can then be exported from the Internet to a GIS file. M. Ambrosi noted SRPC can then use this information to map these trails using mapping software (ArcGIS) and use this on the web mapping program. M. Ambrosi stated this would be a great way to provide service to smaller and rural communities in the region. A discussion ensued how this could be a great marketing tool for businesses and chambers of commerce in the region.

5. Project Update (s)

D. Camara stated he and other staff had met with the web site designer for SRPC and to brainstorm for ideas on updating the website, particularly for ARC-GIS online mapping.

G. Jones stated the MPO has been working with NHDOT and the UNH Technology Transfer Center for a potential methodology for coordinating statewide data collection initiatives and to standardize the methodologies and enter the information on a mapping system. G. Davision noted the idea is to have a core set of data put into one system and shared with everyone and could be the set model for the nation. It was noted this would be great for long term planning and cost estimating and that it would be easy to update and maintain the information.

M. Ambrosi noted the Green Infrastructure Grant applications are due on November 5, 2013 and to contact Kyle Pimental or Julie LaBranche with any questions.

6. Other Business

S. Keans noted there was a letter in Foster's recently from a gentleman from Rochester regarding culvert work SRPC had done and asked for an update on that. C. Copeland stated she had met with the gentleman, after Commissioners meeting in September. It was determined there had been a misunderstanding and the work was done in the public right of way.

K. Ortmann asked about the UNH-Rochester bus route and if there could be an update at the next meeting on what's happened so far and if it's being used to its fullest extent.

R. Jaffin noted on Saturday, October 26, 2013, the Downeaster would be offering one way fares of \$5 and encouraged those in attendance to share that information with others.

R. Jaffin stated he travels to Concord and Manchester quite often and noted his GPS unit had a different speed than what is posted and inquired how the NHDOT maps related to his GPS unit, as there was a discrepancy. G. Davison noted the mapping companies have the responsibility to update that information.

There was no other business.

7. Citizen's Forum

There were no comments from the public.

8. Adjournment

The Chairman asked for a motion to adjourn the meeting at approximately 10:05 a.m. K. Ortmann made a motion and R. Jaffin seconded that motion. All in favor and motion carried.

Minutes submitted by,



Marilyn Barton, PHR
Recording Secretary