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

**June 7, 2013 Minutes**

**FINAL**

**Present:** Paul Lockwood (NHDES), Linda Dusenberry (NHDOT), Karla Kemp (NHDOT), Leigh Levine (FHWA), Chris Parker (Dover), Rad Nichols (COAST), Wallace Dunham (Madbury), Jon Hotchkiss (Middleton), Steven Ireland (District 6), Dave Sharples (Somersworth), Dirk Timmons (UNH) and Marcia Gasses (Barrington)

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

**1. Introductions**

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

**2. Staff Communications**

M. Barton reminded everyone that the July TAC meeting would be delayed from July 5 to July 12, 2013, due to the Independence Day Holiday. G. Jones introduced the summer intern, Matt Mazzone, to the group. C. Copeland stated we are also recruiting for another summer intern and if anyone knew of someone looking to work during the summer to contact M. Barton.

**3.1 Draft TAC minutes of May 3, 2013**

The Chairman asked for a motion to approve the draft TAC minutes of May 3, 2013. W. Dunham made a motion and R. Nichols seconded that motion. All in favor, motion carried.

**3.2 FY 2013-2016 Transportation Improvement Program – Amendment #2, Recommendation to Policy Committee**

M. Ambrosi stated Amendment #2 was triggered by NH DOT in order to add projects that had been left off the 2013-2016 State Transportation Improvement Program. M. Ambrosi reviewed the changes in Amendment #2 that impacted our region: Increased funding for preliminary engineering of the Bunker Creek Bridge on Route 4 in Durham and increased construction funding for the Farmington Bridge on Route 153 over the Cocheco River. M. Ambrosi noted the MPO is looking for TAC recommendation of Amendment #2 to the Policy Committee for their approval. M. Ambrosi reviewed the other projects on the list and noted the changes were made for financial constraint purposes. There was a discussion regarding

projects on the list that were delayed and was that due to financial constraint. It was noted it was not the project being delayed; it was changed for cash flow purposes. The Chairman asked for a motion to recommend Amendment #2 to the Policy Committee for their approval. W. Dunham made a motion and C. Parker seconded that motion. All in favor, motion carried.

#### **4. Discussion Item(s)**

##### **4.1 Road Classifications and Urban Compact Areas – Future Workshop Outline-Presented by Glenn Davison, NH Department of Transportation**

It was noted that G. Davison was not available to do the presentation as expected. D. Camara stated NHDOT and FHWA were updating road classes and highway systems based on new census information and would be going through and reviewing that. D. Camara noted at the last Policy Committee meeting, they asked to have NHDOT present some outline or workshop so they better understand it, as they were not comfortable submitting changes or comments before that and would follow up on that.

##### **4.2 Park and Ride Study Toolkit Report**

M. Ambrosi stated Strafford Regional Planning Commission, Central Regional Planning Commission and Southwest Regional Planning Commission have been working together for the last two years to develop the Park and Ride Study Toolkit report as a guidance document for communities. M. Ambrosi gave an overview of the toolkit, explaining funding options and reviewed the funding matrix and strategies for developing funding to assist communities in developing park and rides. There was a question if the rideshare program would be included. M. Ambrosi noted there was some discussion within the document

##### **4.3 Building Permit Report**

G. Jones gave updates on the data collection and culvert assessments for the upcoming season. G. Jones noted a protocol for building permits is in process.

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

M. Ambrosi stated the MPO has been working with Mark Sanborn of NHDOT regarding the TIGER 5 grant regarding Northcoast rail and was submitted on June 3, 2013. M. Ambrosi showed a map to show the locations and stated the improvements to the rail line would increase speed of the train, keep it functioning and run more freight, rather than add more congestion on the roads.

M. Ambrosi stated he met with Tom Jameson regarding the Route 108 Newmarket to Newfields Bike Shoulder project and noted it is an entirely state funded project and noted the MPO is working to ensure funding to complete the project.

M. Ambrosi spoke about the increased traffic delays on Route 4 and 16 leading to the Little Bay Bridges and has contacted the project manager, Keith Cota to get more signs further up the road so that commuters have time to change their route.

K. Pimental stated there is going to be a Water Workshop at the Farmington Town offices on June 19, 2013 from 7-9 PM. K. Pimental explained this is part of a coastal grant we received for public outreach and education. K. Pimental noted he contacted the Cocheco River Local Advisory Committee and partnered with us to host this workshop. K. Pimental gave out handouts of the workshop and speakers and if anyone was interested in attending to let him know. K. Pimental showed the group, the newly constructed SRPC blog and noted it would be a place where staff could write about projects they are currently working on.

D. Sharples noted the Somersworth-Berwick Bridge project is in final design and will be going out to bid this summer and was going well and expected construction to begin in spring 2014.

**6. Other Business**

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 10 a.m. W. Dunham made a motion and D. Sharples seconded that motion. All in favor, motion carried.

All in favor, motion carried.

Minutes submitted by,

A handwritten signature in cursive script that reads "Marilyn Barton, PRR".

Marilyn Barton, PRR  
Recording Secretary