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SOMERSWORTH  
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WAKEFIELD

**Strafford Policy Committee Meeting  
October 17, 2014  
Rochester Community Center, Conf. Rm. 1A, Rochester, NH  
Minutes**

**FINAL**

**SMPO Policy Members Present:** Donald Doherty (NHDOT), Robert Jaffin (Rochester), Wayne Burton (Durham), Kenn Ortmann (Rochester), Glenn Davison (NHDOT), Ed Comeau (Brookfield), Paul Lockwood (NHDES), Beverly Cray (UNH), Sandra Keans (Rochester), Thomas Crosby (Madbury), Marcia Gasses (Dover), Rad Nichols (COAST) and William Connor (Somersworth)

**SMPO Staff Present:** Cynthia Copeland (Executive Director), Marilyn Barton (HR Specialist/Events Coordinator), Natallia Leuchanka (Planner), Thomas Brown (Planning Technician), Sarah McGraw (Planning Technician), Chris Scheiner (GIS & Technical Analyst) and Colin Lentz (Regional Transportation Planner)

**1. Introductions**

Acting Chair, T. Crosby, opened the meeting at 9:00 a.m. and introductions were given around the room.

**2. Staff Communications**

C. Copeland noted SRPC hired three new staff. N. Leuchanka, T. Brown and S. McGraw gave a brief overview of their backgrounds and the projects they were working on.

**3.1 Draft MPO minutes of September 19, 2014**

Acting Chair, T. Crosby, asked for a motion to approve the draft minutes of September 19, 2014. K. Ortmann made a motion and S. Keans seconded that motion. It was noted there was one abstention and all others were in favor. Motion carried.

**4.1 Transportation Alternatives Program (TAP) updates**

C. Lentz noted projects were received from Dover and Somersworth. C. Lentz stated the scoring sub-committee would meet on October 30, 2014 to score those projects using an existing template. He noted NHDOT will have the final decision on which projects receive funding. C. Lentz noted the round is very competitive, as there were more projects received than funding.

**4.2 Preparation of new Transportation Improvement Program (TIP) and update to Metropolitan-Financial Plan**

C. Scheiner stated the MPO received the update from NHDOT this week and the next step is to go through the numbers and would go through the normal approval process by December of this year.

**4.3 Schedule and timeline of tasks for the upcoming fiscal year.**

C. Copeland reviewed projects with upcoming dates and ongoing projects being worked on by staff. C. Copeland noted Tap projects would be presented to the TAC Committee at their November 7, 2014 meeting and sent to the

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Policy Committee for their consideration and approval at their November 21, 2014 meeting. C. Copeland spoke about Tip approval, which would be up for Policy approval in December. C. Copeland also reviewed the outline of upcoming work by in the upcoming year.

K. Ortmann asked if there was an update concerning the minor revision process discussed at the last meeting. G. Davison noted there was discussion about this at the department and they are working on it and at this time he had no further information. He noted they are looking into making the process more transparent. K. Ortmann expressed appreciation that an effort is being made to do that.

A discussion ensued concerning the Citizen's Advisory Committee. C. Copeland explained the MPO has been advised by FHWA to involve more of the population that is constrained by their ability to be mobile and access to facility services and noted the MPO would be working with COAST on this. R. Nichols stated this would be aimed at folks who have the hardest time accessing transportation networks and would be another way to further reach out the community and solicit greater input from people that would not otherwise participate. K. Ortmann stated this is very challenging to do this and we need to find ways to go to them rather than them coming to us. R. Jaffin expressed concern that we make sure this becomes community outreach and not just to organizations. He noted the organizations should be used as conduits not sources. W. Burton stated it sounds like a great idea and it is important to have a training component to it. C. Copeland stated that is being included as part of setting this up.

#### **4.4 Scenic Byways update**

C. Lentz spoke about the work done concerning the three byways and spoke briefly about the work done and needs to be done. K. Ortmann suggested to Colin when working with this project to think of ways to link to corridors and economic development and thinking about products that comes from that effort. W. Connor asked if a presentation could be given to the committee. C. Copeland noted the Branch River had first its first meeting and Kyle Pimental attended that meeting and another meeting is scheduled soon. C. Copeland stated it is focused on tourism as it is a destination by product. C. Copeland noted she would follow up with members concerning the date of the next meeting.

#### **5. Project Update(s)**

M. Barton noted she, Colin, Chris and Cynthia attended a meeting at NHDOT concerning the UPWP mid-term review. She noted the meeting went well and discussion included work being done on perform measures and the MPO was on track with projects.

N. Leuchanka stated she has been working on performance measures and working on reviewing them and refining them. She noted there were one hundred seventy initial measures and there are now eighty-three. She noted she is working on fitting them with our objectives. She spoke about the process she used and challenges. A discussion ensued as to what types of traditional performance measures there were, such as crash data or traffic counts. She noted going forward the MPO would be meeting with Rockingham Planning and Southern Maine concerning this on November 5, 2014. C. Copeland noted NHDOT was invited to attend. G. Davison stated it is important to make sure data is available and to make the performance measures meaningful ones.

C. Copeland noted the Title VI 2014 Goals and Accomplishment Report and was sent to NHDOT.

#### **6. Other Business**

C. Copeland reviewed the schedule and dates for commissioners, public comment periods and public hearings and approval concerning the upcoming regional master plan release.

There was discussion regarding site distance issues for the Rochester Park and Ride.

G. Davison introduced a new colleague from NHDOT, Donald Doherty, and noted he was good resource for GIS and performance measures.

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M. Gasses noted there is a reconstruction project going on Silver Street in Dover and to avoid that area if possible until mid-November. M. Gasses stated Barrington is working with an engineer concerning the Green Hill Road Bridge and there will be a meeting on this on October 20, 2014.

C. Copeland noted the MPO mid-term budget review went well and it was noted at the review our MPO is the only one that has a full time information person and FHWA was happy to see this.

W. Connor noted at the September 25, 2014 Commission meeting there as a flag ceremony, as a flag was donated to SRPC by Senator David Watters. W. Connor noted the efforts of R. Jaffin, M. Barton and C. Copeland for this ceremony and stated the flag is now in the entrance of the office.

**7. Citizen's Forum**

There were no comments from the public.

**8. Adjournment**

Acting Chair, T. Crosby, asked for a motion to adjourn the meeting at 10:30 A.M. K. Ortmann made a motion and R. Jaffin seconded that motion. All were in favor and motion carried.

Minutes submitted by,



**Marilyn Barton, PHR**  
**Recording Secretary**



**Thomas Crosby**  
**SMPO Treasurer**  
**Acting Chair**

