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

**January 9, 2015**

## **Final**

**Present:** Martin Laferte (Farmington), Larry Brown (Milton), Dave Sharples (Somersworth), Rad Nichols (COAST), Wally Dunham (Madbury), Beverly Cray (UNH), Marcia Gasses (Barrington), Gretchen Young (Dover)

**Staff:** Tom Brown (Planning Technician), Sarah McGraw (Planning Technician), Chris Scheiner (GIS/Analyst), Colin Lentz (Transportation Planner), Natasha Leuchanka (Regional Planner)

### **1. Introductions**

Wally Dunham, acting chair called the meeting to order at 9:07 am.

### **2. Staff Communications**

N. Leuchanka commented that some SRPC members are actively using alternative transportation. She said at least once a week some staff carpool while others walk/bike. N. Leuchanka said in this effort the office is doing their part to lower emissions.

### **3. Action Items**

#### **3.1 Draft Minutes from December 5, 2014.**

*S. McGraw noted the meeting ended at 9:50 not 10:50 am. M. Laferte moved to accept the minutes from December 5, 2014, second by L. Brown. VOTE: Unanimous*

### **4. Discussion Items**

#### **4.1 2015-2018 Transportation Improvement Program (TIP) , 2015-2040 Metropolitan Transportation Plan update:**

C. Scheiner said comments had been received from the previous Policy meeting and SRPC addressed the concerns about the technical edits to the plans. The plans were sent to the NHDOT with the technical edits made. C. Lentz said that they have to check on the state wide operations and maintenance numbers but that the plan is good to go and is included as a component of the regional master plan.

#### **4.2 Annual Listing of Obligated Projects:**

C. Lentz reported the Annual Listing of Obligated Projects are now listed on the SRPC website and submitted to the State and required federal organizations. C. Lentz said the projects were for 2013 and 2014 obligated numbers. C. Lentz reported a change made to

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the column headings. This year the headings show the overall change in project funding instead of federal obligated and federal total. C. Lentz said SRPC is still looking into the details.

R. Nichols asked if the change was requested by someone else.

C. Lentz responded the change is in total programmed funding for the projects. C. Scheiner said the change was due to a database error at New Hampshire Department of Transportation (NHDOT).

#### **4.3 Ten Year Plan Project Solicitation:**

C. Scheiner said the Transportation Planners Collaborative was working on improving the solicitation process and working with NHDOT. C. Scheiner said they were just about ready to send out the submission form. C. Scheiner said the process is moving along and will start shortly.

C. Lentz said the process is to submit solicitation letters for new projects and evaluate previous projects.

L. Brown asked if the projects were selected by a "wider net or crisper parameters."

C. Scheiner responded he was not sure of the intention to change parameters. C. Scheiner said there is a ranking, and once projects are submitted to Regional Planning Commissions (RPC), RPCs rank the projects and send them to NHDOT for final determination. C. Scheiner said he was not sure what NHDOT might be doing differently.

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

**5.1 Performance Measures:** N. Leuchanka reported on a performance based planning working group meeting. Four Metropolitan Planning Organizations were present from New Hampshire and one from Maine along with NHDOT, Federal Highways (FHA) and Federal Transit (FTA). N. Leuchanka reported a rough action plan was developed. N. Leuchanka said SRPC would be conducting interviews with stakeholders. She said SRPC is developing a list of stakeholders and planning for more upcoming interviews.

**5.2 Unified Planning Work Program Process:**

C. Copeland was not present at the meeting and could not report on this subject.

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

T. Brown reported his work on the building permit report. He is in the process of updating the report. The building permit data shows new growth in each community, and new structures. Each year SRPC submits request letters to code enforcement officers and/ or building inspectors. T. Brown reported SRPC has received data from 6 out of 18 towns so far.

M. Gasses asked for further clarification for what SRPC needs for building permit information.

T. Brown said he was looking for new structures on empty lots. T. Brown said some towns sort that information already. T. Brown added the best way to organize would be to separate structures by building type.

C. Scheiner said they were trying to track new development where new buildings occurred.

G. Young asked if SRPC could provide a description of the necessary data.

L. Brown said several years ago the buzz word was called "self-generated nodal communities" and asked if there will be maps of chronological snap shots of development.

C. Scheiner said they were still in the process of translating building permit data into the performance measures system. He said they do not have the types of maps that L. Brown described. C. Scheiner said they are trying to streamline the process but will consider L. Brown's comments.

T. Brown said that there is a map for the particular year in each annual report.

N. Leuchanka asked to return to agenda item 5.1. N. Leuchanka said she wished to describe the interviews further. N. Leuchanka explained that the interviews are being conducted to better understand long term planning based information and to see if agencies are doing performance based planning. She also said they were interested in seeing the types of measures being collected and how stakeholders are trying to get factual detailed information.

**7. Citizens Forum:**

No members of the public were in attendance.

**8. Adjournment:**

*L. Brown made a motion to adjourn the meeting, second by Mr. Laferte. VOTE: Unanimous*

The meeting was adjourned at 9:27 am.

Minutes submitted by,



Sarah McGraw  
Recording Secretary



Wallace Dunham  
Acting Chair

