

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
150 Wakefield Street, Suite 12, Conference Rm. 1A
Rochester, NH 03867**

**Friday July 10, 2015
9:00 AM-11:00 AM**

FINAL MINUTES

1. Introductions

Members Present: Chris Parker (Dover), Martin Laferte (Farmington), Wallace Dunham (Madbury), Jon Hotchkiss (Middleton), Larry Brown (Milton), Rad Nichols (COAST), Marcia Gasses (Barrington), Diane Hardy (Newmarket)

Staff Present: Colin Lentz (Regional Transportation Planner), Natasha Leuchanka (Regional Planner), Sarah McGraw (Regional Planner), Chris Scheiner (GIS & Technical Analyst), Cynthia Copeland (Executive Director)

2. Staff Communications

C. Copeland announced that SRPC has started the fiscal year 2016 as of July 1, 2015.

3. Action Items

3.1 Minutes from June 5, 2015

Minutes will be approved at the next TAC meeting after corrections are made.

**3.2 Memorandum of Understanding Between NH Municipal Planning Organizations,
New Hampshire Department of Transportation & Independent Public Transit
Providers**

C. Lentz reported that MPOs, SRPC and transit providers all shared their input concerning the Memorandum of Understanding (MOU). C. Lentz shared that performance measures were included in the MOU in compliance with the new

federal standards. C. Lentz stated that the major change in the MOU includes the addition of a specific appendix for Wildcat Transit. C. Lentz shared that a few minor additions were made on behalf of FHWA, NHDOT, MPOs and concerned parties.

C. Copeland explained that the creation of the MOU occurred over a period of a year and a half. Federal Highways asked that the MOU be resolved as soon as possible. C. Copeland agreed sharing that it must be finalized so the current TIP amendments can be processed. The MOU serves several purposes; it outlines the communities that MPOs are responsible for working with while also providing a plan for when there is overlap between a Regional Planning Commission and an urbanized area. An outline of mandated functions of MPOS, transit providers, and state and federal agencies is described in the document as well.

Mr. Parker made a motion to recommend the Memorandum of Understanding to the Policy Committee pending the addition of the the Wildcat Appendix, second by Mr. Dunham. VOTE: Unanimous

3.3 TIP Amendment #1

C. Scheiner shared that NHDOT is still in process with a TIP update. He reviewed the update explaining that the numbers were not yet final. C. Scheiner added that NHDOT would be providing the final update momentarily. C. Scheiner explained the project listing report.

R. Nichols asked for clarification on page 23 where the term 'equity bonus' was used. C. Scheiner responded that that he would contact the appropriate party for an answer. R. Nichols shared that funding sources were modified throughout the TIP and asked for an explanation of STP areas that were less than 200,000.

R. Nichols inquired about the Statewide TA; the summary said that it increased through federal funding by \$1.6 million. He noted while there might be an increase or pushing of projects to outer years and that 2015 funds are lower than had been previously approved by about \$200,000. He said he was curious if projects were being pushed to outer years. C. Scheiner said that with the draft of the amendment SRPC received, was a draft of the financial constraint calculations. C. Scheiner said that Glenn Davison of NHDOT noted that statewide there were many projects being pushed to outer years. R. Nichols also added he would like to know what the "other" column means.

D. Hardy said that Newmarket went out to bid for the downtown pedestrian safety improvement projects but did not receive any bids. Newmarket will have to put bids out in the fall. D. Hardy said that Newmarket negotiated an amendment with NHDOT last week to extend their engineering work, about a \$3,000 amendment. Bob Hudson at NHDOT said that this change would need to go through a STIP amendment. D. Hardy said she did not want this project to fall through the cracks since they are on a tight schedule.

J. Hotchkiss clarified with C. Scheiner that if some of the figures are not final and might not be finalized for a week, and if TAC doesn't make a recommendation until the August TAC meeting then it would be too late. C. Scheiner confirmed that a recommendation needs to be made with the understanding that changes will be made to the TIP.

L. Brown said that given that much of the material is present; he would make a motion to recommend TIP Amendment #1 to the Policy Committee, Second by R. Nichols.

C. Parker added to make sure Newmarket's amendment makes it on the amendment list. L. Brown said his motion is amended for additional comments made.

J. Hotchkiss asked for a vote on the motion and the motion was unanimously decided.

4. Discussion Items

4.1 Sub-committee on economic benefits of transportation investment

C. Lentz reported that there is a meeting set up for next week to gather projects. C. Lentz said he has information on Somersworth's downtown improvements, regarding the infrastructure improvements along with business tax incentives. C. Lentz had spoken with Emmett Soldatti, a Somersworth business owner, who said that his businesses would not have been as successful if it had not been for those improvements. C. Lentz said that quantifying the exact dollar for dollar value of transportation infrastructure to economic value is challenging. The committee would work on snapshots of improvements which would illustrate the changes made. C. Lentz said the purpose is to communicate to legislators the value of

transportation investment. C. Copeland said it is important that the sub-committee review what the baseline looks like and what the metrics will be.

4.2 Metropolitan Transportation Plan

C. Lentz reported that staff is in the last stages of creating a timeline for the Metro Plan. C. Lentz said that the public will have a chance to comment on components throughout the update process. Making the Metro Plan easier to read and including performance measures are important aspects to the Plan. C. Lentz said that TAC will have an important role in the update process. He added that the Plan will be integrated with the regional master plan.

5. Project Updates

5.1 Performance Based Planning

N. Leuchanka said that interviews have been completed; a total of 25 interviews with 86 individuals representing 50 organizations/ groups. The interviews have been transcribed and are in the process of being coded with the software Nvivo. The Performance Based Planning Workgroup met on June 30, 2015 in Concord with representatives including Federal Highways and a rural community member. Goals from the meeting included creating base evaluation criteria to use to narrow down the list of metrics. The second outcome was to decide which MPO would take on certain metrics. The goal by the next workgroup meeting is that each MPO will have some evaluation of their measures and a refined list of measures. SRPC has submitted an application for a SHRP 2 award from Federal Highways, the second application made for this project.

6. Other Business

R. Nichols noted that he has been avoiding the Route 4 and 125 intersections due to heavy traffic. He asked if there had been traffic count data collected before and after the construction. R. Nichols added that the challenge with traffic circles is that people do not use turn signals and modeling might not take that into account.

D. Timmons noted that the Route 125 and 4 intersections will be two lanes and the use of turn signals should be enforced by the police. C. Scheiner said that counts are scheduled for the roundabout.

C. Lentz added that Kyle Pimental is gauging interest of the public to learn about a gasoline stabilizer, MTBE. NHDES has a staff dedicated to the remediation of MTBE contamination sites.

D. Hardy noted that July 22, 2015 is the next workshop on the bikeway shoulder project from Newmarket to the Newmarket town line.

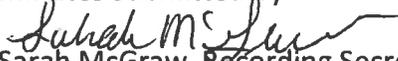
7. Citizen's Forum: No business brought forward

8. Adjournment

*M. Laferte moved to adjourn, L. Brown seconded the motion **VOTE: Unanimous***

The meeting was adjourned at 9:50 am.

Minutes Submitted By


Sarah McGraw, Recording Secretary


Jon Hotchkiss, Chair