

BARRINGTON
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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 September 9th 2016
9:00 AM-11:00 AM**

MINUTES

The meeting was called to order with a quorum at 9:02am

1. Introductions

Members Present: Michael Bobinsky (Somersworth), Larry Brown (Milton), Wallace Dunham (Madbury), Diane Hardy (Newmarket), Martin Laferte (Farmington), Carol Macuch (NHDOT), Chris Parker (Dover), Victoria Parmele (Northwood), Dianne Smith (Brookfield), Tim White (NHDES), Steve Pesci (UNH)

Staff Present: Rachel Dewey (Data Analyst), Colin Lentz (Regional Transportation Planner), Ken Gross (Performance Measures Planning Assistant), Cynthia Copeland (Executive Director)

Guests: John Corrigan (NHDOT)

2. Staff Communications

2.1. Ken Gross- New SHRP2 team member

C. Copeland introduced K. Gross as the new SHRP2 team member. She explained that K. Gross will be working with the SHRP2 team on outreach and data visualization for performance-based planning.

3. Action Item(s)

3.1. Minutes from August 5th 2016

C. Parker made a motion to approve the August 5th 2016 Minutes as written

Seconded by S. Pesci

Vote: All in favor

3.2. Transportation Alternatives Program (TAP) Review and Approval of Scoring Criteria and Weightings

C. Lentz gave an overview of the upcoming Transportation Alternatives Program (TAP) funding round. He said Dover, Somersworth, and UNH/Durham have each proposed projects and applied for funding. He explained that after NHDOT reviews applications and sends them to their respective RPCs, the TAC committee will score and rank each project in the region, and the Policy committee will review and approve the ranking. The regional project rankings will inform the NHDOT scoring process and final decision by the NHDOT commissioner.

C. Lentz explained that NHDOT will be using their own scoring criteria that are weighted to focus on project feasibility and likelihood for completion. He said he had been working on a set of scoring criteria designed to represent regional planning priorities and promote the community benefits associated with projects that improve safety and accessibility for non-motorized transportation. He reviewed the scoring criteria for the committee. D. Smith asked how SRPC's scoring will match with DOT's qualitative scoring. C. Lentz responded that SRPC's scoring will be simpler and more regionally focused. He noted that the RPC rankings will account for 6% of the total score of each project in NHDOT's scoring model. C. Lentz explained that the projects would be scored at the next TAC meeting using a live, and anonymous, polling process built on the criteria. C. Copland said that practicing a regionally-specific project ranking process will be good preparation for developing and scoring "shovel-ready" projects that could be included in the Ten Year Plan and TIP. S. Pesci agreed that there is value in the process.

C. Parker asked who will be presenting each project. C. Copland stated that each applicant should have the opportunity to present their project. Other committee members agreed that each applicant should present their projects. C. Lentz said he would contact the applicants to prepare for scoring and presentations.

C. Parker made a motion to approve the Scoring Criteria and Weightings

Seconded by D. Smith

Vote: All in favor

4. Discussion Item(s)

4.1. Presentation: Local Public Agency (LPA) process for managing transportation projects- John Corrigan, NHDOT Bureau of Planning and Community Assistance

J. Corrigan gave a presentation about the LPA process which stipulates how municipalities or other sponsors manage local transportation projects that use federal funds. J. Corrigan provided an overview of primary steps in the process such as bidding for contractors, project advertising, right of way acquisition, construction, and final reimbursement. He noted that every locally-managed project receiving federal funds needs to have a staff person with an LPA certification. NHDOT offers a free, full-day certification training course twice each year. D. Smith asked how long the certification lasts. J. Corrigan said it is valid for three years. C. Macuch asked if the criteria for scoring projects proposed for the TAP program are in place. J. Corrigan stated that they are in place and are described on the

application. C. Macuch asked about the make-up of the committee that scores TAP projects. J. Corrigan said it consists of staff from NHDOT, the Regional Planning Commissions, Department of Environmental Services, Department of Resources and Economic Development, and the Bike/Walk Alliance.

D. Smith asked about the different funding categories listed for LPA projects, specifically what the "Municipal Off-System Bridge" program was. J. Corrigan responded that the program was for municipally-owned bridges that are not on the federal-aid highway network.

M. Bobinsky asked when the next LPA trainings would be taking place. J. Corrigan said the next one was on October 19th, but that it is full. He said the next opportunity would likely be in April.

5. Project Update(s)

5.1. SHRP2 workgroup

R. Dewey explained that the interagency performance-based planning workgroup have been narrowing down the overall list of potential performance measures, with a goal of getting it to less than 50 (including the 19 federally-required measures that have already been approved). Outside of the workgroup the SHRP2 team is looking for stakeholder input. R. Dewey stated that if anyone on the committee had input to get in touch with the SHRP2 team of herself, Lynn Cherry, and Ken Gross.

5.2. Dover-Rochester-Somersworth Complete Streets project

C. Lentz explained that the three cities, SRPC, and COAST (making up a regional project workgroup) had sent a letter to the project manager outlining their desired goals for the project and the issues they had identified. He said this letter will help NHDOT develop a request-for-qualifications as they move forward into the consultant selection phase which will begin in the fall and take approximately one year. C. Lentz said the next step for the regional project workgroup is to work with NHDOT to ensure that there is a realistic process for engaging stakeholders along the project.

5.3. Durham-Newmarket 108 bicycle shoulder expansion project

C. Lentz recalled the recent concerns of local residents about the location of guardrails along 108 between Newmarket and Durham as project work crews expand the shoulders. He said the guardrails in one location were too close to the outer lane marking (the fog line) making it dangerous for bicyclists. C. Lentz said NHDOT had responded to an official request by the Durham Town Council that NHDOT move the guardrails to conform to establish engineering guidelines from the American Association of State Highway and Transportation Officials (AASHTO). He said the guardrails have been moved and several gravel surfaces will be paved shortly.

D. Hardy mentioned that community members were unhappy with the material of the guardrails because they do not blend with the scenic qualities of the route. She referenced guardrails used on scenic byways in other parts of the state which were manufactured with a pre-rusted look that gave the road an historic appearance. C. Copeland said she had asked

NHDOT staff about these materials and explained that the pre-aged guardrails used on other projects had continued to rust at an accelerated rate, resulting in higher-than-expected long-term costs due to replacement. She said the materials chosen for the Newmarket to Durham project would keep costs down and provide safety.

S. Pesci noted that NHDOT's response time in addressing local concerns with the guardrails was impressive.

6. Other Business

C. Parker explained that paving of the roundabout on Silver Street at Exit 8 in Dover is underway. He said plans are also in the works for a double roundabout at Exit 7 on NH16.

D. Hardy updated the group on the Newmarket's downtown pedestrian project. The project has been delayed due to unanticipated changes, however the contractor is moving forward and the detour on Spring Street will remain in place. She explained that this process has been difficult for a small community. J. Corrigan explained that communities should voice their concerns with NHDOT.

7. Citizen's Forum – Citizens of the Strafford region are invited to speak on the subject matter of the meeting. Statements shall be limited to three minutes

8. Adjournment

L. Brown made a motion to adjourn,

Seconded by D. Smith

Vote: all in favor.

The meeting was adjourned at 10:12am

Minutes submitted by,
Colin Lentz, Recording Secretary

Approved by

Print Name: Jon B. Hotchkiss

Signed: J B Hotchkiss

Date: 7 OCT 2016