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

November 7, 2014

Final

Present: Martin Laferte (Farmington), Karen Pollard (Rochester), Gretchen Young (Dover), Brian Tapscott (Somersworth), Paul Lockwood (NHDES), Leigh Levine (FHWA), Ed Comeau (Brookfield), Larry Brown (Milton), Victoria Parmele (Northwood).

Staff: Cynthia Copeland (Executive Director), Natallia Leuchanka (Planner), Thomas Brown (Planning Tech), Chris Scheiner (GIS Analyst), Marilyn Barton (HR Specialist/Events Coordinator), Sarah McGraw (Planning Tech Intern) and Colin Lentz (Transportation Planner)

1. Introductions

Marilyn Barton asked if any of the TAC members would like to chair the meeting because the Chair and Vice Chair were not present.

2. Staff Communications

The Committee agreed upon M. Barton as Chair for the meeting. M. Barton passed around a get well card for Jon Hotchkiss. M. Barton noted going forward she would no longer be the recording secretary for TAC and Policy as she will be focusing on administrative duties. M. Barton stated S. McGraw would be taking over as Recording Secretary.

3. Action Items

3.1: Draft Minutes from 10/03/14

Martin Laferte motioned to pass the minutes from 10/03/14, second by Ed Comeau. (The minutes were officially approved near the end of the meeting). VOTE: 5 Ayes: 1 Abstention. Motion Carried.

3.2 Transportation Alternatives Program-Recommendation to send to the Policy Committee for Approval

Colin Lentz presented on the TAP project scoring session on October 20, 2014. Dover and Somersworth submitted applications for the Strafford region. The project proposal

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summaries from the memorandum sent to the SMPO to the Technical Advisory Committee:

Dover:

This project will extend the improved section of existing rail trail ("Dover Community Trail") that is currently used by local students, so that it connects to a commercial center at the intersection of Rutland St, Locust St, and Central Ave (Rt. 108). An improved trailhead at the bridge over the Cocheco River at fourth St is also planned that will connect to an existing trailhead at the Dover Transportation Center.

Expansion of the community trail has been a long-held development goal for Dover. It will improve and officially designate a portion of the rail bed that is already used by pedestrians, students, walkers, runners, and cyclists. The proposed work has strong support from elected officials and the local rotary club.

Somersworth:

The Somersworth project focuses on improvements to pedestrian access along Washington and Main streets. The proposed work is one part of an extensive revitalization and capital improvement effort. Current pedestrian infrastructure prohibits access to downtown attractions and services by elderly and disabled residents. The project is also part of efforts to attract investment in vacant commercial/residential properties downtown. The proposed work has substantial support from local boards, elected officials, local business organizations and leaders, citizen's groups.

P. Lockwood asked if the Somersworth project provided access to Coast Bus transit stops. C. Lentz stated the improvements to the walkways allowed for easier access to the bus stops but the project itself was not about building more stops.

C. Lentz added that Somersworth received many letters of support from local government and business for the project.

E. Comeau asked for the exact cost of the Dover Project for the rail trail and thought that rails to trails projects did not fall under the TAP program. C. Lentz found the application and said the project cost will be 400,000. Leigh Levine said TAP projects can fall under recreation.

B. Tapscott asked how the money was disbursed. C. Lentz said that the town is responsible for 20% of the project cost and TAP covers 80%.

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K. Pollard moved to recommend the two projects as stated in the Memorandum to the SRPC Policy Committee for approval, second by B. Tapscott. VOTE: 5 ayes:1 nay, motion carried.

4. Discussion Items

4.1 2015-2024 Transportation Improvement Program (TIP) :

C. Lentz talked about how the TIP will be a main focus now that the TAP projects have been scored.

4.2 Performance Measure updates:

N. Leuchanka gave an update on the SRPC performance measures (PM). She said that she and other staff members attended an integrated planning workshop which she said was very useful for the PM process. On Wednesday November 5, there was a Metropolitan Planning Organization (MPO) meeting to talk about performance measures. The meeting consisted of Southern Maine MPO, Rockingham MPO;RPC and SRPC. The MPOs agreed they would like to involve other local MPOs along with the New Hampshire Department of Transportation (NHDOT) to the next meetings.

C. Copeland mentioned that NHDOT was not available to attend the meeting but would like to be involved. She said a draft Memorandum of Understanding was considered between the Rockingham, Southern Maine, and Strafford MPOs to collaborate and share studies.

N. Leuchanka presented on SRPC's work on creating performance measures for the region. SRPC has spent time on creating over 100 measures and goals and are in the process of narrowing them down in a systematic way. Next steps are:

- Narrow measures
- TAC and Policy Committee review
- Consider other stakeholders
- Discuss Protocol for collecting data/QA/QC
- Looking at Desired Targets
- Creating a system performance report

V. Parmele asked if the key resources from the presentation could be available to the group. N. Leuchanka said they could post them to the website.

K. Pollard asked if there were requirements set by the United States Department of Transportation for goals and performance measures. N. Leuchanka said there

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are national performance goals with some specific measures. Other goals will be made available in the coming year.

L. Levine said that there was a rule making process on national performance measures with a comment period.

K. Pollard asked when SRPC goes through scoring, will they put the national performance measures through the same process as SRPC's current measures. N. Leuchanka said that they will use the national performance measures that pertain to the SRPC.

C. Copeland explained that the performance measure requirement is part of the MAP-21 legislation for transportation. This legislation tasks NHDOT and MPOs to create performance measures as an ongoing process.

C. Copeland said the these performance measures will make scoring projects more affective and adds to the Quality of Life goals for the region

5. Project Updates:

GIS Data Organization: C. Scheiner reported that GIS data for the SRPC is going through an overhaul in order to make data easily available for staff to work with. It is estimated a total of 1500 hours will be required to complete the organization process. C. Copeland said that C.Scheiner's job description and skills were picked specifically for being able to move forward with the ever changing and increasing amount of data.

K. Pollard asked if the SRPC coordinates with municipalities. C. Scheiner said that the SRPC uses municipality data as a component of theirs.

C. Copeland said that there is a statewide GIS meeting.

P.I Lockwood asked how the NH Granit website is used with SRPC GIS system. C. Scheiner said that general topics were similar.

Statewide Asset Data Exchange System (SADES): T. Brown said he was working on gathering information on pedestrian infrastructure, that when put into the SADES program, an interactive map, could be used by municipalities, and organizations to use for budgeting, and project planning. He is working on a process for interns to easily use for future data collection. The UNH Technology Center and NHDOT is also involved. He is working on the data collection guide and safety protocol for gathering data.

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C. Copeland said that at the performance measures meeting, TransportNH was there and talked about the walkability score system (Walk Score). This system was bought by a realty group. In some cases the walk score is now relating to the property cost.

The Mills Scenic Byway: Sarah McGraw gave an update on the recently designated Scenic Byway. Kyle Pimental (SRPC Senior Planner) had started the project in 2011 and guided the designation in May 2014. An advisory committee is being formed and the Corridor Management Plan will be completed by the SRPC and the advisory committee. The Mills Scenic Byway will run through Rollinsford, Madbury, Durham, and Newmarket. Dover had decided to opt out of participation.

K. Pollard asked if the management plan is adopted by the community and then brought to the planning board.

C. Copeland said that the management plan is at the community level and is not a regulatory document.

V. Parmele agreed that there is no regulation and some towns were under the impression the Scenic Byway would somehow take away property rights.

C. Copeland said it is standard practice for any corridor study to study the first quarter mile along the route as a way of analyzing cultural, historical, scenic values.

K. Pollard asked about advertising signage, that towns were in control of the advertising.

C. Copeland said the plan studies basic signage (i.e. stop signs, recreational signs).

6. Other Business

K. Pollard talked about the Route 16 area and its economic impacts. Improvements to the Route were stopped at Rochester and there are currently little plans to improve up towards Lake Winnepesaukee and Conway. There are possibilities for commuters to use the route as well as tourists. The current turnpike plan is twenty-five years old and most of the tasks have been completed. There is discussion about building an Exit 10 especially for the route 108 corridor businesses. K. Pollard also discussed inviting Bill Caswell, NHDOT Project Manager, to a January meeting, discussing the corridor. K. Pollard stated

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that the challenging part is involving the surrounding communities and organizations in the discussion.

C. Copeland talked about the recent bicycle tragedy involving a bicyclist on route 16. A bicyclist was traveling along the route that is not normally open to pedestrian/bicycle traffic when he was struck by two cars. C. Copeland said this example shows the importance of safety along the route and the progress that needs to be made with lighting and other safety aspects. K. Pollard noted the lights were dimmer than they were before construction.

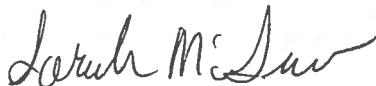
7. Citizens Forum: No members of the public were in attendance.

8. Adjournment: B. Tapscott moved to adjourn, second by Larry Brown. VOTE: Unanimous
The meeting was adjourned at 10: 20 AM.

Minutes submitted by,

Sarah McGraw

Recording Secretary



Marilyn Barton, P.H.R.

Acting Chair