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SOMERSWORTH
STRAFFORD
WAKEFIELD

**Strafford Metropolitan Planning Organization
Technical Advisory Committee Meeting
150 Wakefield Street, Suite 12, Conference Rm. 1A
Rochester, NH 03867**

**Friday November 4th, 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), Wally Dunham (Madbury), Jon B. Hotchkiss (Middleton), Leigh Levine (FHWA), Gretchen Young (Dover), Marcia Gasses (Barrington), Dianne Smith (Brookfield), Glenn Davison (NHDOT), Dianne Hardy (Newmarket), Michael Williams (COAST), Rad Nichols (COAST)

Staff Present: Colin Lentz (Regional Transportation Planner), Cynthia Copeland (Executive Director), Alexa Gozdiff (Transportation Planning Assistant), Lynn Cherry (Regional Planning & Communications Assistant), Rachael Mack (GIS Planner)

2. Staff Communications

C. Copeland announced that M. Sullivan will be resigning his position as Senior Regional Planner as he accepted a position with the Town of Wolfeboro as the Director of Planning and Development. She described his five-and-a-half years of work as an SRPC employee and thanked him for his hard work in helping the organization grow. His last day at SRPC will be November 18th 2016 but Matt will be completing his contract with Northwood through the end of the year.

3. Action Item(s)

3.1. Minutes from October 7th 2016

L. Brown made a motion to approve the October 7th 2016 Minutes as written
Seconded by W. Dunham
Abstained by D. Smith
Vote: All in favor

3.2. Review 2017-2020 TIP and recommend to Policy Committee

C. Lentz gave a presentation on the outline and content of the draft 2017-2020 Transportation Improvement Program (TIP). He reiterated that the draft TIP is in public comment until November 17th 2016. He reviewed overall fiscal constraint of federal funds in the region and identified local and regional projects with funds programmed in the draft TIP (including continuing improvements on the Spaulding Turnpike, the Dover/Rochester/Somersworth complete streets project along NH 108, and bridge improvements on US 4 in Durham). C. Lentz noted that the large-scale Newington-Dover project is shifting to project phases in Dover at the intersection with US 4. D. Smith asked how only \$20,000 was programmed for certain phases of the Newington Dover project when it was so large. C. Lentz responded that much of the project is state funded through toll credits and that the TIP only tracks federal funds.

C. Lentz explained that project solicitation for the statewide Ten Year Plan was coming up through the winter months of 2016 and 2017. He said NHDOT uses information gathered from municipalities during project solicitation to select new projects for inclusion in the updated Ten Year Plan. He highlighted the opportunity for municipalities to propose new projects and said SRPC was working with NHDOT staff to improve access to technical project development tools to assist municipalities.

C. Lentz highlighted ridership data for C&J and Amtrak, which is high in the region, noting the success and continuing strong growth of C&J ridership. R. Nichols added that many people are commuting into the region from Maine on Amtrak. D. Smith asked if the tables for C&J and Amtrak ridership could be modified to match in terms of layout and data presentation, and asked if more detail could be provided to show the destination of C&J riders. C. Lentz responded that he would substitute a more detailed graphic for C&J ridership and work to improve the formatting of data for both services.

C. Lentz explained how projects move from the SMPO Metropolitan Transportation Plan to the Ten Year Plan and the TIP. He said the TIP has the greatest detail on individual projects (which are constantly being modified based on changes to cost estimates and project additions). L. Brown asked if the word "assumption" is more accurate to use than "constraint" [when describing fiscal constraint of federal funds] because it is a projection. C. Lentz responded that overall funds and project funds are programed based on estimates of federal and state funding.

C. Lentz explained that the draft TIP was based on a report of project information and programmed funding sent by NHDOT. He said COAST staff reviewed the original report and found that the funds initially programmed for COAST were inadequate for their needs. R. Nichols emphasized the critical nature of these funds, which fulfill regular capital, maintenance, and operating costs. C. Lentz explained that R. Nichols requested an increase in funding that matched the full apportionment of funds from Federal Transit Administration. He reviewed the revised funding levels in the presentation and said he was working with NHDOT and COAST staff to ensure COAST was included in the two regional TIPs and statewide TIP.

D. Smith asked why funds for Wildcat were not listed in the TIP. C. Lentz responded that they are primarily funded through the University and through specific grant programs. R. Nichols added that they don't receive funding through federal transit programs such as FTA 5307.

R. Nichols made a motion to approve the draft TIP with the adjustments to COAST funds.
Seconded by D. Hardy
Vote: All in favor

4. Project Update(s)

4.1. SHRP2 workgroup

L. Cherry gave an update of the SHRP2 project. The interagency performance-based planning workgroup has officially narrowed down the overall list of potential performance measures to their goal of 24. Stakeholder engagement helped in this process to hone in on the relevance and feasibility of the measures. She explained that the next phases of the SHRP2 project will be focused on methodology and setting targets. G. Davison commended the efforts of the SHRP2 team for reaching the measures list goal. L. Cherry mentioned that she presented at the monthly New Hampshire Transit Association meeting on November 3rd.

4.2. Ten Year Plan Project Solicitation

C. Lentz explained that he is working on the project solicitation process so that he can help municipalities develop projects that are eligible for inclusion in the Ten year Plan. He said he was working with NHDOT to develop methodology for developing cost estimates and scopes of work for projects that will give NHDOT staff more detail when they select projects. M. Bobinsky asked if there was a timeline for project solicitation for the Ten Year Plan. C. Lentz explained that projects proposed by municipalities would be ranked according to criteria developed by NHDOT and the RPCs, TAC would then prepare a ranked list of projects and recommend them to the Policy Committee. C. Lentz said the final date for submission of the approved list of projects during the previous project solicitation process was April 30th, but the exact date for this round was not set. C. Lentz added that performance-based planning will likely play a large role in project solicitation in the future, as performance in focus areas like safety will influence what kinds of projects are prioritized. G. Davison provided details on NHDOT's process of scoring, ranking, and approval of the projects. C. Copeland described the overall differences between the RPC regions and noted the greater number of projects in other regions compared to the Strafford region. She said she would like to see more equity in the project selection process.

D. Hardy expressed Newmarket's interest in adding a project on Route 108 south to Newfields as well as improvements to the intersection of Forbes Road and Route 108 to the list. C. Lentz said he would keep those projects in mind in preparation for meeting with Newmarket for project solicitation, and encouraged other TAC members to contact him with project proposals.

5. Other Business

J. Hotchkiss asked if New Hampshire was considering switching to cash-free tolling like Massachusetts's had recently done. M. Gasses suggested that the cash-free approach may be

more costly overall because anyone without EZpass has to be billed through the mail. G. Davison explained that states have found that what they save in personnel costs from cash-free and electronic tolling covers the expense of bill-by-mail. He noted that the open-road tolling expansions in Hampton and Hooksett have been very successful - that they decrease congestion and wait times and improve safety for motorists and toll workers. L. Brown noted that cash is supposed to be legal tender for any transactions in the country and questioned the legality of completely eliminating cash tolling.

6. 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*

No citizens brought comments forward.

7. Adjournment

M. Gasses made a motion to adjourn

Seconded by L. Brown

Vote: all in favor

The meeting was adjourned at 10:16am

Minutes submitted by,
Alexa Gozdoff & Colin Lentz

Approved by

Print Name: Jonathan B. Hitchkins

Signed: Jonathan B. Hitchkins

Date: 2 DEC 2016