

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 October 2, 2015  
9:00 AM-11:00 AM**

**FINAL MINUTES**

**1. Introductions**

**Members Present:** Chris Parker (Dover), Jon Hotchkiss (Middleton), Martin Laferte (Farmington), Wallace Dunham (Madbury), Carol Macuch (NHDOT), Larry Brown (Milton), Leigh Levine (FHWA), Paul Lockwood (NHDES-ARD), Marcia Gasses (Barrington), Gretchen Young (Dover)

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

**2. Staff Communications:**

**2.1 Natasha Leuchanka to present at AMPO Conference- Nevada**

N. Leuchanka will be presenting on performance measures at the Association of Metropolitan Planning Organization Conference (AMPO) along with other organizations.

C. Scheiner said that SRPC is hiring a Data Analyst for the performance measures project as part of the SHRP2 assistance program.

**3. Action Item (s)**

**3.1 Minutes from June 5, 2015, July 10, 2015, and September 4, 2015**

*C. Parker moved to accept the minutes from June 5, 2015, second by L. Brown. Vote: Unanimous*

*M. Laferte moved to accept the minutes from July 10, 2015, second by C. Parker. Vote: Unanimous*

There was no quorum for the meeting of September 4, 2015. L. Brown proposed approving the minutes as meeting materials to be added to the record.

*L. Brown moved that materials of the September 4, 2015 meeting be added to the record, second by W. Dunham.*

P. Lockwood made a correction to page 4 about EPA issuing final conformity rules in October, not November.

*Vote: Unanimous*

### **3.2 Nomination and Election of Officers**

J. Hotchkiss asked C. Copeland if he should be excused from running the elections as he is volunteering to be chair. C. Copeland said that this has not happened in the past and is unnecessary. J. Hotchkiss opened the floor for nominations for Chairman and Vice chairman. Each term is 1 year.

M. Gasses noted that D. Sharples volunteered for the position of Vice Chairman. W. Dunham, the current Vice Chairman, said that he would not mind stepping down. C. Copeland confirmed that D. Sharples agreed to take on the role.

L. Brown nominated J. Hotchkiss for chair, second by C. Parker  
*W. Dunham moved to close nominations second by L. Brown. VOTE: Unanimous*

M. Gasses nominated D. Sharples for Vice Chair, second by W. Dunham.

M. Laferte volunteered for position of Vice Chair.

*C. Parker moved to nominate M. Laferte second by L. Brown.*

*C. Parker moved to close nominations, second by M. Gasses.*

*VOTE: Unanimous*

With two nominees a ballot vote was cast.

There was a brief intermission for the votes to be counted.

Election Results:

M. Laferte: 3

D. Sharples: 4

Abstention: 1

D. Sharples was elected to the position of Vice Chair for TAC.

#### 4. Discussion Item (s)

##### 4.1 Healthy Eating Active Living and Transport NH- Complete Streets Policy

C. Lentz reported on behalf of L. Durfee (SRPC Regional Planner) on the complete streets policy stakeholder group. The stake holder group is working on complete streets policy at the state level with emphasis on biking and walking, additionally there is consideration of a vulnerable road user bill, sidewalk maintenance requirements, and bicycle/pedestrian signals, among other efforts including educating policy makers on the economic benefits of complete streets.

C. Lentz reported on the Environmental Protection Agency new rulemaking on air quality standards for ozone. The National Ambient Air Quality Standards (NAAQS) were changed from 75 parts per billion (ppb) to 70 ppb. While the ruling will not impact states and MPOs for several years, states will likely have to update their State Implementation Plans [for achieving air quality conformity goals] and potentially require MPOs to run their transportation conformity models to analyze emissions. If New Hampshire is out of attainment, then the state will have until 2020 to implement strategies to reduce emissions. P. Lockwood said that DES will create maps to show areas out of attainment.

C. Copeland asked L. Levine to talk about the ability of states to “flex” CMAQ funds away from mitigation projects to be used for other maintenance and construction projects. C. Copeland added that transit providers are concerned about CMAQ funds being flexed into other funding areas.

L. Levine said that for the draft New Hampshire Statewide Ten Year Plan, there is a proposal for a certain amount of funding to be flexed from CMAQ to other categories dedicated to more traditional highway improvement. In the FY 2015 appropriation of CMAQ funds, federal law allows approximately \$700,000 of New Hampshire’s apportionment to be used for a broader scope of projects [50% of CMAQ funds]. As the region continues to maintain or improve on goals for ozone concentrations, larger portions of CMAQ funds could be available for flexing.

C. Macuch said that NHDOT has a different strategy for the Ten Year Plan to accommodate for the use of CMAQ funding.

C. Copeland clarified the earlier question: “Now that southern New Hampshire is in attainment/maintenance, can these funds be used in other parts of the state?” C. Copeland expressed concern over CMAQ funding being reallocated too quickly, given that transportation projects take years from application to implementation but ozone conformity can change in a shorter period of time. C. Copeland pointed out that if CMAQ funds are reallocated to other project categories due to current attainment/maintenance status, and if that status changes to a non-attainment status, the funds that would have been available to address the new air quality need would no longer be available.

L. Levine replied that there are limited maintenance areas in the state for CO (carbon monoxide) and that backsliding is a concern when expending CMAQ dollars.

L. Brown asked whether hypothetical changes in air quality conformity status would negatively affect funds for regional planning (i.e. If New Hampshire is deemed by the EPA to be out of attainment, would funds for planning commissions be shifted over to air quality attainment efforts?). L. Levine answered that the funds dedicated to CMAQ and SRPC are in separate categories and changes in air quality conformity would not negatively affect funding for regional planning.

## **5. Project Updates**

### **5.1 SRPC Library**

C. Scheiner presented the rollout of the new SRPC digital library. C. Scheiner organized the physical library onto a searchable online database using WordPress. C. Scheiner noted that there are mostly transportation materials available but that materials pertaining to other planning areas are being added over time. The library was created as a staff resource but is now available online for community members to search. C. Scheiner gave a tutorial of the online library and how it is organized. C. Copeland asked C. Scheiner to discuss the discards. C. Scheiner said that in cases where SRPC has more copies of a book than needed, there is an effort to inquire whether other organizations could use a copy of that book. P. Lockwood asked if it is possible to directly access digital documents written by SRPC. C. Scheiner replied that the documents are not yet directly available online as there could be security concerns but that copies are available on the SRPC internal server. C. Copeland asked C. Scheiner to explain how the library organization links to the GIS file organization effort. C. Scheiner said that both are part of the same overall effort to make information more easily accessible and make work more efficient.

### **5.2 Road Surface Management System-Pilot in Rollinsford**

T. Brown discussed the Road Surface Management System (RSMS) project in Rollinsford. The UNH Technology Transfer Center is working with the Regional Planning Commissions on conducting one pilot project in their communities. The purpose is to identify road condition through a data collection system. The project is conducted within the Statewide Asset Data Exchange System; all of the RPCs will collect and submit data through a uniform system. The pilot is for one community from each RPC for the duration of one year following a particular schedule.

G. Young asked how the segments were selected. T. Brown said that the Technology Transfer Center broke the segments into quarter mile sections. M. Gasses asked if engineering data could be incorporated. T. Brown said that Rollinsford had similar questions and that SRPC is working with them on incorporating engineering data. L. Brown asked if Rollinsford has a schedule for maintenance and would this program change their plan. He also asked if Milton could obtain the collection procedures and start their own data collection efforts. T. Brown said that Rollinsford does have a maintenance plan but some roads may be missing from the maintenance plan. He added that SRPC is tasked to work

with Rollinsford for one year and then after accepting the pilot, NHDOT and T<sup>2</sup> and RPCs will discuss the value and strategy for doing more data collection.

C. Parker asked if Rollinsford will receive a follow-up on maintenance for future years and reassessment of the pavement. T. Brown said he will not know what the final product will look like until the pilot is finished. C. Scheiner added that the idea of the project is to improve coordination between local and state agencies with a standardized system.

## 6. Other Business

J. Hotchkiss asked L. Brown about bridge repair in Milton and coordination between Milton and Lebanon. L. Brown said that Milton has set aside money for its share of the bridge costs and that he thought that the project was slated for Ten Year Plan funds in 2017. C. Macuch said she would have to look at the Ten Year Plan to be sure.

L. Brown is also running for State Representative.

M. Gasses reported that Barrington received a FEMA grant through the hazard mitigation program for the replacement of a culvert on Young Road. Barrington needs to come up with 25% of the costs. M. Gasses suggested setting aside money for future match needs. M. Gasses said that Barrington, for example, has trust funds set aside in case the winter snow removal budget goes over budget.

C. Parker said that Dover has started their transportation master plan update.

## 7. Citizen's Forum- No public present

## 8. Adjournment

*M. Laferte moved to adjourn the meeting, second by L. Brown. VOTE: Unanimous*

The meeting was adjourned at 10:20am

Minutes submitted by,



Sarah McGraw, Recording Secretary



Jon Hotchkiss, Chair

