

## **Joint Meeting of the SRPC Commissioners & MPO Policy Committee Meeting**

Friday, January, 19, 2024 9:00-10:30 AM

Hybrid Meeting (Conference Rm 1A, SRPC Office & via Zoom)

### **1. Introductions**

D, Landry called the meeting to order at 9:08 AM and asked for introductions.

**Commissioners attending in person:** Dave Landry, Dover; Michael Bobinsky, Somersworth; Katrin Kasper, Lee; Bill Fisher, Farmington; Don Hamann, Rochester; Barbara Holstein, Rochester; John Mullen, Middleton; Michael Williams, COAST; Kate Buzard, Middleton; Mark Richardson, Somersworth; Chris Horton, Somersworth; Karen Golab, Milton; Matt Towne, Barrington; Lindsey Williams, Dover;

**Members attending remotely:** Joe Boudreau, Rochester; Peter Nelson, Newmarket; Steve Diamond, Barrington; Mary Woodward, Lee; Charlene Andersen, Nottingham

**Policy members attending on Zoom:** Steve Pesci, UNH; Jessica Wilcox, DES, Lucy ST. John, NHDOT

**Staff attending in person:** Jen Czysz, Mark Davie, Colin Lentz

**Staff attending virtually:** Kyle Pimental, Megan Taylor-Fetter, Stephen Geis, Rachel Dewey, and Angie Cleveland

### **2. Commissioner Roundtable**

B. Fisher stated that the process for the donation of 370 acres of land in Farmington to be used for recreational purposes is almost completed. The track of land which borders the Cocheco River will have parking lots, kiosks, trails and will be safe due to no hunting being permitted.

B. Fisher stated the last land that was donated is the McCarthy Trail which is used quite a lot for walking and school, community, and library events. J. Czysz stated that SRPC will include these areas in the Outdoor Play data.

B. Fisher stated he plans to retire from the Farmington Conservation Commission and the SRPC Commission in April. He stated that SRPC, with K. Pimental as Planner and J. Czysz as director, has contributed immensely to the many successes for Farmington.

M. Towne stated that Barrington has over 40 warrant articles for the upcoming vote in March, a few notable including trying for the TIF district again and to repurpose the now vacant medical building for a library. And an article to increase lot size from 2 to 4 acres.

C Horton of Somersworth stated that the 85 Elm Street project has been approved and is moving forward. The Sports Dome which adjoins Hilltop Funspot is underway. The CMAQ project to signalize lights on Highstreet has shown noticeable improvements. The Power Coalition submitted an electric aggregation plan to the public utilities commission which was approved. Mayor Gerding



formed a Somersworth Housing Committee to look at current housing ordinances and recommend revisions to promote housing and development in the downtown area.

M. Bobinsky stated that CMAQ project, to replace 6 traffic signals with the latest technology, is substantially finished; there is a walkthrough with DOT today. There will be public education to guide the public on the new system. The Complete Streets project is moving forward. Paving bids went out early (yesterday), to be competitive.

S. Diamond stated that he is conflicted around the lot size questions in Barrington. On one level it is a correction to the states ADU law.

L. Williams reported that the Dover proposal for a stormwater utility was turned down. She stated that the public may not be understanding the impact and fees. L. Williams explained that a stormwater utility is a different approach to look at stormwater accounts as it is based on individual properties. There is more extensive information on the Dover website.

L. Williams stated that Dover has a new Housing Committee, and the City Council will be holding a goal setting workshop on how to manage the findings of a solid waste report and how to proceed with solid waste recycling.

### **3. Action Items**

#### **a. Minutes from December 7, 2023**

D. Hamann motioned to approve the minutes seconded by J. Mullen. Discussion: J. Boudreau stated that he is listed on the attendance list but was not present for the meeting. M. Townes stated he was at the meeting but is not listed as attending. M. Taylor-Fetter will make the corrections. A vote was taken: All members voted in favor, motion passed. C. Horton and K. Golob abstained.

#### **b. SRPC/EDD/MPO Bylaws (tabled to after 3c, Mid-Year Budget Amendment)**

D. Landry stated that in order to vote on amendments, 20 days' notice is required. The Committee was only given 7 days to review the amended bylaws which is not sufficient.

J. Czysz stated to help add clarity and account for the revised meeting agendas, the SRPC Commission and Metropolitan Planning Organization's separate bylaws have been merged into a single set of bylaws for the organization.

C. Lentz highlighted the changes:

- Designation: the organization is SRPC; it has three responsibilities: RPC, MPO, and EDD.
- Communities under each responsibility
- Membership and Officers
- Commissioners are also the Policy Committee
- Member responsibilities - MPO specific responsibilities merged
- New meeting schedule
- Quorum calculations are different
- Removed public involvement details that are already in other MPO documents.
- Executive Committee is specific to SRPC
- Policy Committee details (governing body of the MPO)
- TAC is specific to MPO (membership and quorum are unique to TAC)

- Include a section on the Regional Impact Committee.

Will send out a revised draft, with the 20-day public comment period for review and approval for the March meeting. The Regional Impact Committee will consider merging their Bylaws at their upcoming meeting.

### **c. Mid-Year Budget Amendment**

J. Czysz stated at the mid-year point we are adjusting to what we know now. The Fiscal Year 2024 midyear budget amendment reflects changes to the SRPC work program accounting for new contracts acquired after the budget was adopted in June 2023. Additionally, on the expense side, adjustments are made to reflect actual staffing levels and updated projections for this year's expenditures. IY costs are adjusted to reflect current estimates to replace the server and cloud migration. J. Czysz highlighted the changes.

D. Hamann motioned, J. Mullen seconded, to approve the Mid-Year Budget Amendments. All members voted unanimously in favor. Motion passed.

### **10:00 AM Adjourn the Commission Meeting** **Convene as the MPO Policy Committee**

#### **4. Action Items**

- a. Acknowledge Dissolvement of Policy Committee Bylaws and Merger with Commission Bylaws.**

This vote was tabled due to lack of the required review period.

#### **5. Discussion Items**

- a. Active Transportation Plan**

M. Davie presented the Active Transportation Plan. M. Davie highlighted the goals and strategies to in the plan and summarized the plan's components.

M. Davie stated that he would like the help of Commissioners with drafting a vision statement, reviewing draft chapters and implementation of matrices. The plan will be adjusted with the changes when it is presented to the Commission again for adoption. The plan will be posted online with a 30 public comment period. Commissioners were given two weeks to complete their review. Staff will make edits as needed and post online for a 30-day public comment period. Commissioners expressed that the topic should be an ongoing conversation.

Discussion ensued on safety and crash data availability of information, e-trikes and legislation, and education for bike operators.

Commissioners requested to continue the discussion at a future meeting.

#### **b. Organizational Assessment**

A. Scott presented on the MPO Public Participation & Non-discrimination Work Update. Staff and Commissioners were asked to take an organizational self-assessment which results will be used to identify organizational needs, and to guide potential future training for staff and commissioners. A. Scott stated that this year SRPC is making an effort to incorporate these plans into all of our program areas. The Non-discrimination Plan addresses who we are making a concerted effort to reach out to—who in our region are the most vulnerable. This plan addresses Title IV and

Environmental Justice compliance pursuant to state law, federal law, & federal executive orders. The Public Participation Plan addresses how we are making a concerted effort to reach out to the most vulnerable in our region. This plan also touches on Title IV and Environmental Justice compliance, but is more focused on SRPC's engagement actions, techniques, and strategies pursuant to state and federal law.

## **6. Other Business**

C. Lentz stated that the Governor reviewed the Ten-Year Plan and submitted his draft to the legislature as House Bill 2024, The Governor's version cuts a number of CMAQ projects which were proposed and approved by DOT. The UNH bus replacement and EV charging stations were cut from the governor's draft. The house could change everything again. The Governor's justification for proposed project cuts was to eliminate several expensive, private EV charging projects in favor of other transit projects.

Discussion ensued on what is the big picture plan for NH for EV charging projects.

J. Mullen motioned to advocate for the re-inclusion of the UNH projects in the Ten-Year Plan and to request a better justification for their exclusion. M. Towne seconded the motion. M. Williams requested that we find out more about the addition of funds to the new transit facility and that any re-inclusion of CMAQ projects not be to the detriment of other projects. The amendment to the motion was accepted. With a unanimous vote in favor, the motion passed. L. St John abstained.

## **7. Citizens Forum**

There were no citizens present.

## **8. Adjourn**

J. Mullen motioned to adjourn seconded by B. Fisher. All in favor. The meeting adjourned at 10:50AM.