

## MPO Commission and Policy Committee Meeting

Friday, March 21, 2025 9:00-10:30 AM

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

In accordance with RSA 91:A, the Commission requires an in-person quorum. So long as an in-person quorum, Commissioners may participate virtually. Guests may attend the meeting virtually or at the SRPC Office. All participants, both in-person and virtual, can communicate contemporaneously.

**Meeting URL:** <https://us02web.zoom.us/j/85802372877>

**Meeting ID:** 858 0237 2877

**Telephone-only Access:** +1 646 558 8656

These instructions have also been provided at [www.trafford.org](http://www.trafford.org). If anybody is unable to access the meeting, please email [mtaylorfetter@trafford.org](mailto:mtaylorfetter@trafford.org) or call 603-994-3500 (x115).

Agenda Item	Time	Notes
<b>1) Welcome and Introductions</b>	9:00-9:10	N/A
<b>2) Commissioner Roundtable</b>	9:10-9:20	
<b>3) Action Item</b> <ul style="list-style-type: none"> <li>a. Review and approval of the January 17, 2025 MPO and February 21, 2025, MPO meeting minutes</li> <li>b. Updates to the 2025-2028 Transportation Improvement Program (TIP) and 2025-2050 Metropolitan Transportation Plan</li> <li>c. Review of TAC and Commissioner scoring results for candidate Transportation Alternatives Program (TAP) projects</li> <li>d. Final selection of candidate 10-yr Plan projects</li> </ul>	9:20-10:20	See Memo
<b>3) Other Business</b>	10:20-10:30	See Memo
<b>4) Citizens Forum</b>		
<b>5) Adjourn</b>		

Reasonable accommodations for people with disabilities are available upon request. Include a detailed description of the accommodation you will need along with your contact info. Please make your request as early as possible; allowing at least 5 days advance notice. Last minute requests will be accepted but may be impossible to fill. Please call (603) 994-3500 or email [srpc@trafford.org](mailto:srpc@trafford.org).



## **RULES OF PROCEDURE**

*Strafford Regional Planning Commission  
Strafford Metropolitan Planning Organization, and  
Strafford Economic Development District*

### **Meeting Etiquette**

Be present at the scheduled start of the meeting.

Be respectful of the views of others.

Ensure that only one person talks at a time. Raising your hand to be recognized by the chair or facilitator is good practice.

Do not interrupt others or start talking before someone finishes.

Do not engage in cross talk.

Avoid individual discussions in small groups during the meeting. When one person speaks, others should listen.

Active participation is encouraged from all members.

When speaking, participants should adhere to topics of discussion directly related to agenda items.

When speaking, individuals should be brief and concise when speaking.

The Strafford Regional Planning Commission & Metropolitan Planning Organization holds both public meetings and public hearings.

For public meetings, guests are welcome to observe, but should follow proper meeting etiquette allowing the meeting to proceed uninterrupted. Members of the public who wish to be involved and heard should use venues such as Citizen Forum, Public Hearings, Public Comment Periods, outreach events, seminars, workshops, listening sessions, etc.



## **MPO Policy Committee Meeting**

Friday, January 17, 2025 9:00-10:30 AM

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

### **1. Welcome and Introductions**

Chair Katrin Kasper called the meeting to order and asked for introductions: M. Williams, COAST; John Mullen, Middleton; Matt Towne, Barrington; Chris Kinsville, Brookfield; Kate Buzard, Middleton; Marshall Goldberg, Brookfield; Karen Gollab, Milton, Tom Falk, Madbury, Michael Williams, COAST

**Staff in person:** Jen Czysz, Michael Polizzotti, Rachel Dewey, Colin Lentz

**Zoom:** Steve Brown, Dover; Mary Woodward, Lee; Jack Wade, DES; Peter Nelson, Newmarket; Sarah Wrightsman, Newmarket; Steve Pesci, UNH; Lyndsey Williams, Dover; Lucy St. John, NHDES; Steve Diamond, Barrington

**Staff attending on Zoom:** Natalie Gemma,

### **2. Commissioner Roundtable**

L. Williams stated that the Dover Council voted to extend the waste management contract for 7 years after extensive conversation on the future of recycling. The contract includes 2 years in the current structure while transitioning to the toter system.

### **3. Action Items**

#### **a. Minutes of 11/15/2024 (MPO) & 12/20/2024 (RPC)**

11/15/2024 Policy minutes: K. Kasper moved to accept the 11/15/2024 MPO minutes second by M. Lehrman. The motion passed following a roll call of the Policy Committee with all members voting in favor: K. Kasper, M. Williams, J. Mullen, M. Towne, C. Kinsville, K. Buzard, M. Goldberg, K. Gollab, Milton, S. Brown, M. Woodward, S. Pesci, L. Williams, S. Diamond, P. Nelson. L. St. John and J. Wade abstain.

12/20/2024 RPC minutes: K. Kasper moved to accept the 12/20/2024 Commission minutes second by M. Towne. The motion passed following a roll call of the Commission with all members voting in favor: K. Kasper, M. Williams, J. Mullen, M. Towne, C. Kinsville, K. Buzard, M. Goldberg, Milton, S. Brown, M. Woodward, L. Williams, S. Diamond, P. Nelson. K. Gollab abstain.

#### **b. Approval of Mid-Year Budget Amendment**

J. Czysz reviewed the Mid-Year Budget and stated the amended budget updates revenues from new contracts and grants that were awarded after the adoption of the FY2025 budget and adjust contracts that have continued from the prior fiscal year to reflect the actual amount of funds available this year. There are no changes from what was presented last month. On the expense side, adjustments have been made to reflect the staffing levels in support of the additional contracts. A lot of grant funding is in a constant state of flux. When we are putting the budget together in March, we don't know what the outcome will be; different things arise. The mid-year amendment helps to reflect where we will end at fiscal year; estimating and projecting when putting the budget together.



J. Mullen moved to accept the Draft Mid-Year Budget, M. Towne second. The motion passed following a roll call of the Commissioners: In favor: K. Kasper, J. Mullen, M. Towne, C. Kinsville, K. Buzard, M. Goldberg, Milton, S. Brown, M. Woodward, L. Williams, S. Diamond, P. Nelson. K. Gollab.

#### **4. Announcements**

##### **Comprehensive Plan Update Kick-Off**

Mike Polizzotti stated SRPC is excited to announce the Comprehensive Plan Kick-off; this is a big all-hands-on deck all staff effort that will be several years in the making. The last comprehensive plan, Local Solutions, was in 2015. The plan is a visionary framework for the region and the communities within and is a collaborative process driven by local input and some light RPC collaboration.

M. Polizzotti outlined the engagement plan and key dates:

- Region Wide Survey-open to end of March
- Core Outreach Activities January to June
- CEDS adoption-June 2026
- MTP Adoption-September 26
- Landuse/Environ Chapters and Executive Summary /Bridge-December 26
- RHNA Project-December 2026

What have we learned in last 10 years? An example of projects that was a result of the plan was Middleton water resource planning.

Staff will work to get the word out: a survey has been distributed; notices have been posted in the Newsletter; outreach to communities; groups, posters and flyers and targeted emails. M. Davie stated we will be reaching out to the Commissioners who have expressed interest in being interviewed.

The committee discussed other ways to spread the word including local events, elections, present to the Coastal Adaption Workgroup, local businesses.

#### **5. Presentation and Vote**

##### **Set 2025 Safety Performance Targets**

C. Lentz stated that once a year, SRPC is federally required to set targets for highway safety performance measures for all public roads in the region. Targets must be set for the following performance measures:

- Number of fatalities
- Rate of fatalities
- Number of serious injuries
- Rate of serious injuries
- Number of non-motorized fatalities and serious injuries

SRPC's targets are based on a "vision zero" goal – the only acceptable number of fatalities and serious injuries is zero. The targets are calculated toward achieving specific long-term targets:

- A 75% reduction in fatalities by 2035
- A 50% reduction in serious injuries by 2035
- A 100% reduction in non-motorized fatalities and serious injuries by 2035

SRPC is also working with VHB to develop a Regional Safety Action Plan. The plan will make all municipalities eligible for funding to implement highway safety improvement projects through the Safe Streets and Roads for All program. VHB is working on a full draft and we will have an opportunity to review the entire plan in the near future.



The committee discussed advocating for tougher targets, ways to lower speed; separate infrastructure to encourage people to stay in lanes and other alternatives.

M. Williams moved to accept the 2025 Safety Targets, K. Kasper second. The motion passed following a roll call of the Policy Committee and a unanimous vote in favor: K. Kasper, M. Williams, J. Mullen, M. Towne, C. Kinsville, K. Buzard, M. Goldberg, K. Gollab, S. Brown, M. Woodward, S. Pesci, L. Williams, S. Diamond, P. Nelson. L. St. John and J. Wade.

#### **6. Other Business**

K. Kasper asked for volunteers to join the Executive Committee as alternates.

J. Czysz stated that the Regional Impact Committee needs members. M. Towne stated he was interested. The Executive Committee will hold a formal vote at their next meeting.

J. Czysz asked the Commissioners if they could take their PLUR books to their municipalities.

#### **7. Citizens Forum**

There were no citizens comments

#### **8. Adjourn**



**EDD/MPO Commission and Policy Committee Meeting**  
**Friday, February 21, 2025 9:00-10:30 AM**

**1. Introductions:**

Chair Katrin Kasper called the meeting to order and asked for introductions.

**Members Present:** J. Mullen, Middleton, Kate Buzard, Middleton, Mike Lehrman, Durham, Matt Towne, Barrington; Mike Bobinsky, Somersworth; Mark Richardson, Somersworth; Marshall Goldberg, Brookfield; Katrin Kasper, Lee; Michael Williams, COAST

**Zoom:** Lindsey Williams, Dover; Steve Diamond, Barrington; Steve Brown, Dover; Mary Woodward, Lee; Barbara Holstein, Rochester; Beverly Cray, UNH; Jen Czysz, SRPC; Jack Wade, NHDES; Mark Davie, SRPC; Natalie Gemma, SRPC; Lisa Murphy, SRPC;

**Staff members present:** Kyle Pimental, Michael Polizzotti, Rachel Dewey, Colin Lentz,.

**Staff on Zoom:** Jen Czysz, Megan Taylor-Fetter,

**2. Municipal Roundtable**

There were no updates from Commissioners

**3. Action Items: Transportation Alternatives Project Scoring Criteria**

M. Davie provided an overview of Transportation Alternatives Project Scoring Criteria and stated that three municipalities have applied for funding through the Transportation Alternatives Program (TAP), which specifically supports non-motorized transportation improvement projects. NHDOT conducts the final statewide project scoring, but each RPC conducts their own regional project ranking. Commissioners input was presented to TAC who then voted to approve the draft criteria weightings at their Feb 7th meeting. The criteria SRPC used for ranking is potential for success, safety, and connectivity and community.

Highlights: Newmarket is proposing to replace a local pedestrian bridge, Durham is proposing pedestrian improvements along Madbury Rd, and Farmington is proposing to upgrade sidewalks along Main St.

M. Bobinsky motioned to accept Transportation Alternatives Project Scoring Criteria, seconded by M. Towne. A roll call vote was taken. The following voted in favor: J. Mullen, K. Buzard, M. Lehrman, M. Towne, M. Bobinsky, M. Richardson M. Goldberg K. Kasper, M. Williams, L. Williams, S. Diamond, S. Brown, M. Woodward, B. Holstein, B. Cray, J. Wade. The motion passed with a unanimous vote in favor.

**4. Presentation and Discussion: Comprehensive Economic Development Strategy Update. (Natalie Gemma and Michael Polizzotti)**



M. Polizzotti, Natalie Gemma, and Mark Davie presented on the Economic Development Strategy update. M. Polizzotti stated SRPC staff have begun the process of updating the 2025 Comprehensive Economic Development Strategy. It is an overview of major regional economic development trends seen over the last year based on the CEDS 9-theme framework:

- economic growth,
- business operations,
- housing,
- infrastructure,
- mobility and accessibility,
- age friendliness,
- workforce and education,
- community vibrancy.
- childcare.

As seen through the three lenses of equity & environmental justice, resilience, and partnerships and collaboration.

The Commissioners provided feedback on what major economic development trends they have seen in their communities over the last year that they feel should be incorporated into the CEDS update.

- EV charging stations and what is the ideal density
- Housing costs and variables of housing types; second homes and waterfront
- Network connectivity around transportation, lack of information around travel, ev chargers at business locations and public places
- Agro tourism,
- Support businesses on information availability and accuracy
- Continued investment in public infrastructure, development of properties
- Housing barriers such as zoning and site regulations, unintended consequences triggering the implementation of enforcement of new building and fire codes.
- What is the environmental basis for this economy-future factors, ways to underscore that is a piece of what our region will look like.
- Different sizes of Businesses-any ways to think about that. We have a variety.
- What are the trends in business openings vs the bankruptcies
- Childcare, income summaries important how people make decisions.
- Bankruptcy rates, Business operations, increased costs.
- Need the match to leverage the federal funds for the Coast facility

## **5. Other Business**

There was no other business.

## **6. Citizens Forum**

There were no citizens comments

Adjourn

Following a motion and a second, all members voted in favor to adjourn.



**DATE:** March 14, 2025

**TO:** SRPC Commissioners

**FROM:** Jen Czysz, Executive Director

**RE:** March 21, 2025 Meeting Discussion Items & Upcoming Meeting Schedule

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## Updates to the 2025-2028 Transportation Improvement Program (TIP) and 2025-2050 Metropolitan Transportation Plan

SRPC is updating our 4-year TIP to cover years 2025-2028. The TIP includes all federally funded projects in the region. This update is being coordinated with NHDOT and the other three MPOs. All of our TIPs need to match the Statewide TIP. SRPC concurrently updates its long-range Metropolitan Transportation Plan (Metro Plan) because the projects are initially developed in the Metro Plan and eventually make their way into the TIP. Both documents must be fiscally constrained. Both have updated fiscal constraint information based on a consistent approach across the four MPOs.

The TIP and Metro Plan are currently in a public comment period that will conclude with a public hearing at the Commission meeting on Friday, March 21st at 9:00am at the SRPC office. Please review the documents on our website and send me additional comments if they come up: <https://strafford.org/2025/02/19/public-comment-period-draft-2025-2028-tip-2025-2050-mtp/>

A formal vote by the TAC was not possible without a quorum, but there was consensus among TAC members to recommend that Commissioners approve the draft TIP and Metro Plan.

## Review of TAC and Commissioner scoring results for candidate Transportation Alternatives Program (TAP) projects

Durham, Newmarket, and Farmington have applied for funding through the Transportation Alternatives Program. RPCs are responsible for ranking the projects from their regions, and that ranking is incorporated into NHDOT's final statewide scoring. At the February TAC meeting, we reviewed the criteria and weightings; then TAC and Commissioners scored the projects based on those criteria. Here are the results:

Municipality	Project Summary	Score (out of 50)
Durham	Madbury Rd complete streets improvements	40.6
Farmington	Downtown sidewalks and pedestrian safety improvements	40
Newmarket	Replace critical downtown pedestrian bridge over the Lamprey River	35.6

These scores are not the final determination. NHDOT's scoring rubric assigns points to each project depending on its regional rank. A formal vote by the TAC was not possible without a quorum, but there was consensus among TAC members to recommend that Commissioners approve the TAP project scores.



## Final Selection of candidate 10-yr plan projects

Last November, SRPC submitted four projects to NHDOT for possible inclusion in the upcoming draft state 10-year plan (2027-2036). The total estimated cost in 2036 (year-of-expenditure) of all projects was \$5,302,000, which was under our regional allocation of \$5,846,797. Following that submission, NHDOT has been reviewing candidate projects from all nine RPCs. Their review resulted in higher cost estimates for all projects. This is reasonable given some outstanding questions on some of the projects and all that you may have heard on the news lately. It did however, result in a total revised 2036 cost for all projects of \$9,397,650 – well over our regional allocation. FEAR NOT! Farmington has saved us from a very complex decision to make by opting to remove their candidate 10-yr plan project from consideration. This does not affect Farmington’s proposed TAP project, or a sidewalk project currently funded in the TIP. With the removal of the Farmington project, that brings the total impact to \$5,856,498 (\$9,701 over the regional allocation). Bill Watson from NHDOT said that is an acceptable margin of error for this process. Big thank you to him as well, and all the NHDOT folks who are dealing with multiple overlapping deadlines and unprecedented uncertainty.

A formal vote by the TAC was not possible without a quorum, but there was consensus among TAC members to recommend that Commissioners approve the following projects for a final submission to the draft 10-yr plan.

Municipality	Location/Road	Scope	Total 10-yr Plan Funding Request
Madbury A	NH9 and French Cross Rd Intersection	Intersection safety improvements	\$1,622,023
Madbury B	NH155/Madbury Rd/Town Hall Rd intersection	Intersection realignment & safety improvements	\$3,860,396
Middleton	NH153 & Wakefield Rd intersection	Intersection safety improvements	\$374,079
		Total	\$5,856,498

## Draft Schedule of Upcoming Meetings (subject to change)

**Monthly Meetings:** 3<sup>rd</sup> Friday of the month, 9-10:30 AM, SRPC Office, Conf. Room 1A

**Quarterly Field Trips:** Thursdays, 3:45-5:30 PM, in Sept., Dec., Feb., and Jun.

Date	Location	Program	Tentative Agenda Items
Fri. April 18, 2025 9-10:30 AM	Rochester Childcare Center	RPC	<ul style="list-style-type: none"> <li>NYU team final presentation on regional childcare project</li> <li>Data Snapshot Release Party</li> <li>Final opportunity to vote on TAP project ranking</li> </ul>
Fri. May 16, 2025 9-10:30 AM	SRPC	EDD	<ul style="list-style-type: none"> <li>Present the CEDS and kick off public comment period</li> <li>Approve UPWP</li> </ul>
Fri. June 20	SRPC	RPC	<ul style="list-style-type: none"> <li>SRPC Annual Business items</li> <li>Adopt the CEDS</li> <li>Snapshot - Website</li> </ul>
Thu. June 26	TBD	ALL	<ul style="list-style-type: none"> <li>Annual Luncheon</li> </ul>