

# STRAFFORD

Metropolitan Planning Organization

## Policy Committee Meeting Combined Meeting of the Stafford EDD & Strafford MPO

Meeting Minutes

Friday, July 15, 2022

9:00 – 11:00 AM

Strafford Regional Planning Commission

Hybrid Meeting

Rochester, NH

### 1. Introductions

9:05 Chair David Landry called the meeting to order. and asked for introductions.

**Committee Members Present:** Bill Fisher, Farmington; Katrin Kasper, Lee; Barbara Holstein, Rochester; David Landry, Dover; Tom Crosby, Madbury; Michael Bobinsky, Somersworth; Mark Richardson, Somersworth; Michael Williams, COAST; Donald Hamann, Rochester; Joe Boudreau, Rochester; Peter Nelson, Newmarket; Larry Brown, Milton;

**Committee Members participating remotely:** Steve Diamond, Barrington; Ricky DiCillo, DES; Laurie Ridenour Patterson, DOT, Dawn Genes, Lee

**Staff members present:** Jen Czysz, Colin Lentz,

**Staff attending remotely:** Rachel Dewey, Stephen Geis, Tyler Distefano, Megan Taylor-Fetter

**Guest attending remotely:**

### 2. Staff Communications

J. Czysz reported that it is officially the new fiscal year, SRPC is starting on new projects, including a new contract with HUD, along with the other nine regional planning commission, to look at funding.

### 3. Public Hearing-2022 Nondiscrimination Plan

M. Williams Motioned to open the Public Hearing, Seconded by B. Fisher. A vote was conducted by a show of hands. All members in favor with a unanimous show of hands. The Public Hearing opened at 9:11 a.m.

C. Lentz explained that this plan has been open for public comment for 30 days. He further explained that it covers our responsibility under Title VI, in the Civil Rights Act. As a federally funded agency, we have a duty and responsibility to be as engaged as

possible with all populations in our region and for our programs to be accessible and representative. C., Lentz provided a summary of the plan including information on demographics, updates as a result of public comment, limited English proficiency, environmental justice, and transportation.

The members engaged in discussion on topics including the recent round of ARPA funds and how a site is determined for certain high impact projects. Using the census data from every ten years. as a source for Data for Trends in race and ethnicity,

D. Hamann Motioned to close the Public Hearing Seconded by M. Williams. A vote was conducted by a show of hands. A vote was taken. The Public Hearing Closed at 9:30 a.m.

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

##### **a. Approve Draft Minutes from June 17, 2022**

D. Hamann motioned to approve the Minutes of June 17, 2022 seconded by T. Crosby. A vote was taken by a show of hands: B. Fisher, K. Kasper, B. Holstein, M. Richardson D. Landry, T. Crosby, M. Bobinsky, M. Williams, D. Hamann, J. Boudreau, P. Nelson, L. Ridenour-Patterson, D. Genes, R, DiCillo in favor. L. Brown Abstain. The motion passed with a majority of members in favor.

##### **b. Approve the 2022 Nondiscrimination Plan**

D. Hamann motioned to approve the 2022 Nondiscrimination Plan seconded by M. Bobinsky, A roll call vote was taken: B. Fisher, K. Kasper, B. Holstein, M. Richardson D. Landry, T. Crosby, M. Bobinsky, M. Williams, D. Hamann, J. Boudreau, P. Nelson, L. Ridenour-Patterson, D. Genes, R, DiCillo voting in favor. L. Brown Abstain. The motion passed with a unanimous vote in favor.

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

##### **a. Updated to the Ten-Year Plan Process**

C. Lentz explained that the timeline for submitting projects is fast accelerating. The first critical deadline is to submit ranked list of projects to DOT by November 11, 2022. . The same criteria from the previous TYP round will be used to score candidate projects this round. SRPC will be able to weight criteria according to regional goals/objectives.

Members were asked to review the four ready projects and to weight the criteria, The next step in the process is to hire a licensed consultant engineer to review the projects, come up with a scope to send to DOT for review.

The members will vote on the criteria by this body by October. The criteria weighting and the ranked list of projects.

Discussion ensued on how to keep the commissioners informed and up to date so that they can inform the residents in their communities. Also discussed was the process for the selection of engineers and how inflation will impact projects in the future.

#### **b. Updates to the SRPC Strategic Plan**

J. Czysz provided a high-level update on the strategic plan. The Strategic Plan guides the agencies internal operations and the services we provide. Some things got shifted because of pandemic, The plan outlines where we are and what we will be working on in the upcoming fiscal year. One of the projects in the queue is an IT plan. To prepare, staff has been working with a consultant on a cyber security audit and IT assessment.

#### **6. Other Business and Updates from Staff**

J. Boudreau, reported on the resiliency committee and its value it has to communities. A future focus will be on what can local people do. Recordings of the meetings are available to view on the SRPC YouTube channel accessible through the SRPC website.

#### **7. Commissioner Roundtable**

M. Bobinsky reported that the City of Somersworth after 4-5 years, through TAP/CMAC grants, finally gained approval to bid on pedestrian-oriented projects. The bid came in over 40 percent higher than planned. All parties are having conversations on where to go from here.

D. Hamann reported that the bids for Strafford square infrastructure and utility bids came in much higher than expected.

#### **8. Citizens Forum**

There were no citizens present

#### **9. Adjourn**

Motioned to adjourn seconded by. By a show of hands, all members voted in favor to adjourn.