

STRAFFORD

Metropolitan Planning Organization

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

Meeting Minutes

Friday, August 19, 2022

9:00 – 11:00 AM

Stafford Regional Planning Commission

Hybrid Meeting

Rochester, NH

Introductions

9:06 Chair David Landry called the meeting to order. and asked for introductions.

Committee members present: Bill Fisher, Farmington; Tom Crosby, Madbury; Karen Golab, Milton; Peter Nelson, Newmarket; Larry Brown, Milton; Barbara Holstein, Rochester; Katrin Kasper, Lee; Michael Bobinsky, Somersworth; Mark Richardson, Somersworth; Glen Davison, DOT; Joe Boudreau, Rochester; Dave Landry, Dover.

Committee Members participating remotely: Herb Ueda, Rollinsford; Laurie Ridenour-Patterson, DOT; Ricky DiCillo, DES; Tim White, DES.

Staff members present: Jen Czysz, Colin Lentz.

Staff attending remotely: Jackson Rand, Megan Taylor-Fetter

1. Action Items-9:08

a. Approve draft minutes of July 15, 2022

T. Crosby motioned to accept the Minutes of July 15, 2022 seconded by B. Fisher. A roll call vote was taken: T. Crosby, B. Fisher, H. Ueda, P. Nelson, L. Brown, B. Holstein, K. Kasper, M. Bobinsky, M. Richardson, G. Davison, D. Landry, H. Ueda, T. White voting in favor. K. Golab, abstaining. Motion passed with a majority of votes in favor.

b. Approve Ten Year Plan criteria weighting recommended by TAC

C. Lentz reported that the first action step for the Ten-Year Plan Process is to assign weights to criteria. The Technical Advisory Committee (TAC) reviewed and voted to recommend the draft criteria weightings without any adjustments. The scoring includes a good mix of TAC and Policy input as well as smaller and larger communities. Safety and State of repair are large share of the weighting and resilience is up there as well.

Discussion ensued about the Ten-Year Plan criteria weights and the role they play in project selection. The Committee members requested more time to submit weightings to increase representation in the criteria weighting. Staff is developing an online survey in

Survey Monkey which will be distributed. Members were given the opportunity to fill out a paper copy.

2. Discussion Items

a. Next Steps in the Ten-Year Plan Process

C. Lentz explained that 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. Review of all candidate TYP projects by a licensed engineer is now required.

SRPC staff have been meeting with municipal staff to discuss projects and seven candidates have been submitted for engineering review. Staff are developing summary “snapshots” of each project to go with an online survey form to score them. A general schedule of Ten Year Plan process steps is included in the packet.

The critical first deadline is a ranked list of projects due to NHDOT by November 11th 2022.

- NHDOT will review RPC projects from November-December
- The November deadline is just a preliminary scoring
- TAC and Policy will have several months to review and discuss projects leading up to the
- SRPC’s on-call engineer (VHB) will be developing professional scopes/designs and cost estimates for each project to aid TAC and Policy review
- SRPC staff will be meeting with NHDOT staff in January/February to discuss results of NHDOT project review
- Final prioritized (and fiscally constrained) project list due to NHDOT by March 31st, 2023

NHDOT is currently discussing regional allocations of funding for candidate projects. The final vote on projects will be constrained by the amount of funding in the regional allocation. This expected to be just over \$5 million. That amount will not fund all candidate projects.

C. Lentz presented the draft weightings for the project selection criteria that had been approved and recommended by the TAC. The total weights were an average of weights submitted by individual TAC and Committee members. Members discussed the complexities of the criteria, how they related to each other, and how they would be used to prioritize projects. J. Czysz noted that the committee could look at the excel sheet used to average members’ individual weightings. C. Lentz noted that the criteria were a quantitative tool for project ranking, but members also played a role in carefully examining projects at a qualitative level to ensure they matched overall MPO goals.

Members noticed that a relatively small number of TAC and Policy members had submitted criteria weights. Some members noted they had had technology challenges and weren’t able to submit their weights. Members requested that C. Lentz send out another call for submissions of criteria weights so the overall average could be more

representative. J. Czysz printed out the criteria weighting sheet so members could fill in the weights manually to submit at the meeting.

b. Commission Engagement and Opportunities

J. Czysz stated that Commissioners are the conduits between SRPC and municipalities. There are so many opportunities out there right now so SRPC will be looking at ways to strengthen engagement and to build a pipeline of communication with the member communities.

A workshop on the Housing Needs Assessment will be held at the September Commission meeting. This will be an opportunity for commissioners to provide feedback on housing needs, barriers and opportunities in their communities and to see what role SRPC can play in assisting communities achieve their goals.

Some upcoming opportunities to touch base on at the meeting include:

- SRPC's Regional Housing Needs Assessment (RHNA) and upcoming engagement opportunities
- Invest NH housing grant opportunities for municipalities
- SRPC's pending HUD Grant

J. Czysz reported that there are seats open to represent SRPC on the following committees:

- SRPC's Developments of Regional Impact Committee
- NH Association of Regional Planning Commissions

J. Czysz asked Commissioners to complete the SRPC Commissioner Skills Matrix: <https://www.surveymonkey.com/r/SRPC-Skills>

3. Other Business

There was no other business

4. Commissioner Roundtable

P. Nelson reported that the Public Utilities Council has approved the docket for Eversource 2 million plus dollars proposal for EV charging. He asked T. White for an update.

T. White responded locations have been selected; details of the location cannot be provided at this time. DOT is in process of negotiating contracts with selected grantees and is hoping to have the contract wrapped up soon to go before governor and council.

L. Brown questioned why the locations were not being made public given that this a public investment and the rules of RSA 91-A apply. T. White responded that the process has to abide by the stipulations of the agreement with the trustee.

M. Richardson reported that a developer presented to the Somersworth Planning Board conceptual presentation for a downtown housing development. M Richardson suggested to the developers to include EV charging stations as they were not

represented in the presentation. He encouraged communities to be aware of this when reviewing proposed developments.

M. Bobinsky added that Somersworth requires developers include in bike racks in housing development proposals.

M. Bobinsky reported that Somersworth received one TAP grant-1 bid for a TAP grant project. The bid came in at over a million dollars, the engineers estimated 700,7000. They are working with the state on approval.

They received 1 bid for CMAC project, which came in lower than what was estimated for the project.

C. Lentz reported on COAST saying that there is still a shortage of drivers and subsequently route have been reduced. COAST is working replacing their Dover facility.

R. DiCillo reported on the clean diesel program and encouraged commissioners to contact DES for assistance with the program.

5. Citizens Forum

There were no citizens comments

6. Adjourn

7. B. Fisher motioned to adjourn seconded by M. Bobinsky. All in favor.