

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

Friday, December 6<sup>th</sup> 2019 9:00 – 10:30 AM

Strafford Regional Planning Commission  
150 Wakefield Street, Suite 12, Conference Room 1A  
Rochester, NH

### AGENDA

#### 1. Introductions

#### 2. Staff Communications

#### 3. Action Item(s)

- 3.1. Review and approve draft minutes from November 1st 2019
- 3.2. Adopt draft TAC mission and goals

#### 4. Discussion Items

- 4.1. Review demographic data for the Metro Plan

Do we have what we need to “tell the story” and start developing goals, objectives, and projects?

- 4.2. Universal transportation project development form

Does this provide a good starting point for communities developing transportation projects?

#### 5. Project Updates

- 5.1. January regional workshop
- 5.2. Ten Year Plan update

#### 6. Other Business

- 7. **Citizen’s Forum** – Citizens of the Strafford region are invited to speak on the subject matter of the meeting. Statements shall be limited to three minutes

#### 8. Adjournment

Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need including as much detail as you can. Also include a way we can contact you if we need more information. Make your request as early as possible; please allow 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@strafford.org](mailto:srpc@strafford.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.

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.

**Strafford Metropolitan Planning Organization  
Technical Advisory Committee Meeting  
150 Wakefield Street, Suite 12, Conference Room 1A  
Rochester, NH 03867**

**Meeting Minutes**

**Friday, November 1<sup>st</sup> 2019  
9 – 11 a.m.**

The meeting began at 9:05am

**1. Introductions**

Members: Chris Parker (Dover), Dirk Timmons (UNH Wildcat), Rad Nichols (COAST), Linda Dusenbury (NHDOT), Kelley Collins (Wakefield), Michael Hoffman (Newmarket), Elizabeth Strachan (NHDES), Bruce Woodruff (Milton)

Staff: Colin Lentz

\*\*The Chair and Vice Chair were unavailable for the meeting so Chris Parker from Dover volunteered to lead the meeting

**2. Staff Communications**

**3. Action Item(s)**

**3.1. Minutes from September 6<sup>th</sup> 2019**

B. Woodruff made a motion to accept the minutes as written  
Seconded by R. Nichols

**3.2. Review and recommend proposed changes in Transportation Improvement Program (TIP) Amendment #2 to the Policy Committee**

C. Lentz gave a presentation on the proposed changes to projects as part of the second amendment to the 2019-2022 TIP:

- Dover – Rochester (project # 29440)
- Dover-Rochester-Somersworth (project # 29604)
- Lee (Project # 41322)
- Newfields – Newmarket (project # 28393)
- Newington - Dover (project # 11238-S)
- Program: Rehabilitation of Tier 2 highways
- Program: maintenance of high-investment bridges
- Statewide (Project # 41756)

M. Hoffman asked if there were going to be bicycle access and safety improvements on the Newmarket-Newfields project. C. Lentz responded that NHDOT is conscious of the need for safety improvements for bicycles on the bridge.

L. Dusenbury noted a change in the scope of the Newington-Dover project. The materials presented showed “rehabilitation” of the bridge, but the project was actually to remove the current bridge superstructure and replace it with a new alternative. C. Lentz confirmed that this was the project scope. He said he believed the project information was directly from an export from NHDOT that he incorporated into the SRPC database, but he would check to make sure the correct information was in the database.

B. Woodruff made a motion to recommend the proposed changes in TIP amendment #2 to the Policy Committee for their review. Seconded by K. Collins.

#### **4. Discussion Items**

##### **4.1. Review draft TAC mission statement and goals**

C. Lentz recapped TACs recent discussion about the role of the committee. One of the highlights of the discussion was that the committee doesn’t have a formal mission statement or any explicit goals. He reviewed a draft vision and set of goals for the committee’s that had been sent with the pre-meeting packet and asked for the committee’s feedback.

C. Parker said the mission statement was trying to pack too much into one sentence; it could be broken into two or more distinct thoughts. He said the goals seemed to cover the range of the TAC’s work and suggested that C. Lentz could adjust the mission statement send an updated draft for additional comments from the committee.

B. Woodruff asked C. Lentz to expand on the draft goals that discussed emerging challenges, and regional data and trends in the list. C. Lentz said he would do that in the next draft. He explained that his focus in developing the goals was to help the TAC become more proactive in planning for the region and municipalities, rather than being reactive to funding opportunities.

##### **4.2. New service concept for COAST transit routes**

R. Nichols presented COAST’s redesigned route system which was proposed to be implemented at the end of June 2020. He explained that because of continued changes in demand for various types of transit service in the seacoast (including rising demand for service for seniors and people with disabilities) and resulting cost increases, COAST had to take a detailed look at the future of its service. A major factor in the decision to update the route system was the impending completion of the Newington-Dover project including the Little Bay Bridges and adjacent interchanges in Newington and Dover. This project had included funding for additional transit service during the peak morning and evening travel periods to relieve traffic congestion while the bridge was under construction. The project has lasted over a decade, and during that period COAST’s operating costs have increased far beyond what was expected back at the beginning of the project. The loss of the additional funding for peak service represented a crisis that needed to be addressed.

R. Nichols described COAST’s service concept that was developed in response to input from a comprehensive public outreach process over the past year. It was focused around a central “spine” of express routes that used the Spaulding turnpike to feed local connectors. R. Nichols demonstrated how the proposed system was more efficient and responsive for riders and

reduced operating costs overall. He thanked NHDOT for their recent approval of \$3.6 million in CMAQ funds that, when paired with FTA funds and local match, will make it possible for COAST to launch the service concept and fund it through 2023. He emphasized that COAST still has to work with municipalities in the service area to secure the required local match for the next three years.

R. Nichols summarized that he was excited to implement the new service and thanked Michael Williams and other COAST staff for working so hard to develop it with input from riders and the public. R. Nichols noted that it will be critical over the next three years to continue a conversation with NHDOT, other New Hampshire transit providers, and state decision-makers to secure sustainable funding for public transit to ensure that COAST service continues through 2023 and beyond.

C. Parker commended COAST staff on the redesigned service. He said they had done an excellent job incorporating public input and addressing complicated tradeoffs.

E. Strachan pointed out that COAST had also recently introduced a smartphone app that allowed riders to see exactly where their bus was and when it would arrive at a given stop. R. Nichols said that was a recent service that provided a great tool for riders.

C. Lentz asked if R. Nichols had a sense for how the 2020 Census could affect COAST's allocation of FTA funds. R. Nichols said it didn't seem like there would be as much impact from the northward expansion of the Boston urbanized area as in previous years.

## **5. Project Updates**

### **5.1. 2019 data collection season summary**

S. Cassella provided a summary of the 2019 data collection season. She noted several accomplishments:

- Road Surface Management System (RSMS) assessments and pavement maintenance forecasting in Wakefield and New Durham
- SRPC expected to complete all 109 traffic counts assigned by NHDOT. This had required police details for safety at several high-traffic intersections in Dover
- Supplemental traffic counts in several communities including Rochester, Barrington, and New Durham
- Turning movement counts for a CMAQ project in Rochester
- Pedestrian counts for community events in Rochester and Dover
- A parking study in Farmington
- SRPC was almost finished with a complete assessment of Rochester's sidewalks. This effort had been started in 2017

Committee members congratulated S. Casella and SRPC staff on a busy and successful season.

## **6. Other Business**

E. Strachan reminded the committee that NHDES had a current solicitation for applications for funding through the Diesel Emissions Reduction Act (DERA). The program was designed to help

municipalities and other agencies replace older diesel engines and whole vehicles. E. Strachan outlined the types of vehicles that were eligible and encouraged people to visit the NHDES website for additional details. She said the application deadline was November 12<sup>th</sup>.

C. Parker complimented C. Lentz on a letter he had sent regarding regional planning priorities and a specific request regarding CMAQ funding. The letter comprised comments and requests from the Strafford MPO Policy Committee and had been sent to members of the Governor's Advisory Council on Intermodal Transportation (GACIT) as part of their deliberations on the draft Statewide Ten Year Transportation Plan.

7. **Citizen's Forum** – Citizens of the Strafford region are invited to speak on the subject matter of the meeting. Statements shall be limited to three minutes.

No citizens brought comments before the committee.

## 8. **Adjournment**

B. Woodruff made a motion to adjourn. Seconded by R. Nichols  
The meeting was adjourned at 10:20am

## **Strafford MPO Technical Advisory Committee**

### *Mission Statement & Goals*

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The mission of the Technical Advisory Committee is to use best available data and technical analysis to ensure transportation improvement projects and planning are responsive to current and projected trends and needs of the region. The Technical Advisory Committee will use technical information to make informed recommendations regarding regional goals and planning priorities established by the Strafford MPO Policy Committee.

#### Goals:

- Create a collaborative environment for municipal and agency staff and other technical professionals to apply their expertise to regional transportation planning challenges and opportunities
- Ensure technical information and analyses in Strafford MPO transportation planning documents accurately reflect regional trends and support prudent and practical decision-making.
- Identify and propose projects for inclusion in the Metropolitan Transportation Plan that address regional and local trends based on analysis of data and trends (e.g. housing, employment, congestion, natural resources, etc.)
- Establish project scoring and ranking methodologies that support regional decision-making for funding opportunities.
- Provide support for the development of local and regional transportation improvement projects so that communities can be proactively prepared for funding opportunities
- Use technical analysis to respond to current and emerging challenges and opportunities in the Strafford region. For example:
  - Electric and alternative fuel vehicle charging infrastructure
  - Climate change impacts and resilience
  - Autonomous vehicles and other intelligent transportation systems
  - Public transit sustainability
  - Access to affordable housing
  - Economic development