

Strafford Metropolitan Planning Organization Technical Advisory Committee

Meeting Minutes

Friday, September 11th 2020 9:00 – 11:00 AM

Strafford Regional Planning Commission
Virtual Meeting via Zoom
Rochester, NH

The meeting was called to order at 9:03am

The chair read the following statement prior to the roll call:

The chair of the Strafford MPO Technical Advisory Committee has found that, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-17, this Committee is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.* We are utilizing the Zoom platform for this electronic meeting. All members of the Committee have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone number 1-646-558-8656 and meeting ID 845 7090 3562, or by clicking on the following website address:

<https://us02web.zoom.us/j/84570903562>

- *Providing public notice of the necessary information for accessing the meeting.* We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the SRPC website at www.strafford.org.
- *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.* If anybody has a problem, please call 603-994-3500 (ext. 106) or email at: clentz@strafford.org.
- *Adjourning the meeting if the public is unable to access the meeting.* In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time. Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

1. Attendance:

Committee Members

Marcia Gasses (Barrington), Chris Parker (Dover), Scott Kinmond (New Durham), Linda Dusenberry (NHDOT), Leigh Levine (FHWA), Tim White (NHDES), Michael Bobinsky (Somersworth), Dino Scala (Wakefield)

Staff

Jennifer Czysz, Colin Lentz, Rachel Dewey

2. Staff Communications

J. Czysz and C. Lentz gave several updates on SRPC staff and projects.

- Staff are working on an update to the Pathway's to Plan project that was recently completed. The second phase is called "Promoting Outdoor Play". SRPC staff are reaching out to solicit volunteers to visit recreation sites throughout the region to do on-the-ground data collection and verify existing GIS data. The final product will be an online story map that documents recreation sites.
- Alaina Rogers applied for a grant and SRPC has received a conditional approval for a project studying climate resilience and impacts on vulnerable populations in Dover.
- SRPC has applied for CARES Act funds through the Economic Development Administration. If awarded, SRPC will hire a temporary planner to focus on economic recovery and resilience planning in the region.

3. Action Item(s)

3.1 Minutes from August 7th 2020

C. Parker made a motion to approve the minutes as written.

Seconded by M. Bobinsky

Vote: L. Dusenberry and T. White abstaining; otherwise unanimous in favor (via roll-call vote)

3.2 Review DRAFT scoring of candidate Ten Year Plan projects

C. Lentz provided an overview of materials presented and described the decision needed for this step in the Ten Year Plan. He noted that the bottom line is that by the end of October, the Strafford MPO Policy Committee needs to approve a list of candidate projects to send to NHDOT for engineering review. This is not the final project list, just a first round. Projects in the list should be ranked according to the weighted criteria, and the list should be limited to projects that fit within the regional allocation of \$4.9 million, plus two contingency projects. After NHDOT conducts their review, Strafford MPO committee members will have time to review and discuss projects in greater detail. The final list of projects must be constrained to the regional allocation and sent to NHDOT by March 31st 2021.

C. Lentz said after TAC had reviewed and proposed their weightings for the project scoring criteria, the Policy committee members suggested moving some weight from the "mobility" criteria, to the "state of repair" criteria. C. Lentz had taken criteria weights proposed by TAC and Policy and averaged them together to score the projects as presented at the current meeting. He displayed the scoring results for discussion. C. Lentz noted that the first three projects on the list fit within the

regional allocation; the fourth project (Farmington) put the total regional cost about \$600,000 above the regional allocation. There are three additional projects which scored the lowest.

- Projects approximately within the regional allocation:
 - Rochester (L14001) Route 11 and Nashoba Drive: to replace an existing TYP project
 - Barrington (L01001) NH125 and NH9 Intersection: \$761,944
 - Rochester (L14002) Route 11: \$3,620,000
 - Farmington (L05001) Route 75, 153 Downtown Corridor: \$1,233,902
- Two contingency projects
 - Milton (09001) Dawson Street and Silver Street: \$543,200
 - Durham (L04001) Main Street/NH155A/Mast Road Intersection: \$969,600
 - New Durham (L10003) Route 11 & Tash Road: \$679,000

C. Lentz explained that TAC will have to discuss whether to keep the Farmington project on the list and request that NHDOT accept it even though it is slightly over the regional allocation. Following that, the committee will have to propose one project to remove from the list to ensure the list conforms to NHDOT's request for no more than two contingency projects.

S. Kinmond asked for clarification why the top Rochester project did not impact the regional allocation. C. Lentz said the funding was already in the Ten Year Plan and the city had negotiated a swap with an existing project in Rochester that was for a similar amount of money and fiscal year. M. Bobinsky asked how the project cost estimates were developed and if they included inflation for 2030. C. Lentz responded that each project was conservatively estimated and included inflation for year 2030-31 with an additional 10% for indirect costs (for NHDOT managed projects). Some projects had itemized project cost estimates; some were based on a range of comparable projects. In each case, the maximum potential cost was assumed. C. Lentz added that the Durham project could be a signal or a roundabout; the signal would cost about half as much as the roundabout, so there was some variability there.

J. Czysz suggested that the list of projects within the regional allocation should include the Farmington project because these are conservative cost estimates and that project is only \$600,000 over the allocation. One project will have to be removed. S. Kinmond agreed that it made sense to keep the Farmington project. He reiterated that the committee needed to decide on two items: the criteria weighting adjustments, and the project list. He said he was fine with the proposed changes to the weighting.

C. Lentz noted that the criteria weightings had not changed drastically from the original TAC weights. He presented a comparison of the criteria weights: original TAC, Policy suggested adjustments, and the average of the two. He said the project ranking as presented was based on the average of the TAC and Policy weights.

S. Kinmond suggested that the committee take separate votes on the criteria weights, the projects that fit within the allocation, and the contingency projects.

M. Bobinsky made a motion to approve the criteria weights as modified by the Policy Committee and averaged with the original TAC weights, and recommend them to the Policy Committee. Seconded by C. Parker

Vote: L. Dusenberry abstained; otherwise unanimous in favor (via roll call)

C. Parker made a motion that the list of primary projects include Farmington and be recommended to the Policy Committee.

Seconded by M. Bobinsky

Vote: L. Dusenberry abstaining, otherwise unanimous in favor (via roll-call vote)

M. Bobinsky made a motion that the contingency project list include projects based on their score results. This would comprise the Milton and Durham projects (New Durham project would be removed).

Seconded by C. Parker

Vote: L. Dusenberry abstaining, otherwise unanimous in favor (via roll-call vote)

J. Czysz noted that the New Durham project will not be removed from the full Metro Plan list of projects even though it wasn't selected for the Ten Year Plan list. She reminded committee members that this isn't the final vote on the Ten Year Plan list.

4. Discussion Items

4.1 Ten Year Plan next steps - Volunteers for project scoring sub-committee

C. Lentz explained that after the initial candidate list is sent to NHDOT he wanted to put together a small sub-committee of TAC and Policy members to discuss the candidate Ten Year Plan projects in more detail. He said SRPC staff are building a database of regional data that will help with focused demographic analysis for each project. NHDOT is also working to compile statewide crash data for RPC access following the passage of HB1182 in July. This will be important information for the final analysis and selection of Ten Year Plan projects. C. Lentz said he had envisioned three members each from TAC and Policy to review projects details and propose a final list of projects for full committee review. This would include information from NHDOT's engineering review.

M. Bobinsky, S. Kinmond, and C. Parker volunteered to participate on the committee.

4.2 Bicycle and pedestrian data collection sites

C. Lentz explained that SRPC was developing a plan to better utilize their bicycle and pedestrian counters. He said they were beginning to identify potential sites to collect local bicycle and pedestrian activity. This would likely start at obvious, popular spots like local trails, parks, and other in-town sites with regular pedestrian traffic. SRPC has three counters that can count bicycles and pedestrians. C. Lentz said staff would be reaching out to committee members to propose potential counting sites. This could be used to identify potential projects in the future. He said if municipalities were considering bicycle and pedestrian projects, SRPC could do some initial data collection for them.

5. Other Business

No other business was brought before the committee.

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

7. **Adjournment**

C. Parker made a motion to adjourn

Seconded by M. Bobinsky

Vote: unanimous in favor

The meeting was adjourned at 11:13 am