

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**

**Adopted at June 26, 2009 TAC Meeting**

**June 5, 2009 Minutes**

**Present:** Wallace Dunham (Madbury), Steven Ireland (NHDOT), Ed Lemos (Barrington), Nick Alexander (NHDOT), Beverly Cray (UNH), Laurel Cox (Lee) and Rad Nichols (COAST)

**Proxy Votes:** Jim Campbell (Durham), Larry Brown (Milton), Victoria Parmele (Northwood), Chris Skoglund (NHDES-ARD) and Bruce Woodruff (Dover)

**Members Not Present:** Paul Parker (Farmington), Mark Stevens (Middleton), Mark Fuller (New Durham), Diane Hardy (Newmarket), Melodie Esterberg (Rochester), Patrick Carroll (Rollinsford), Thomas Dube (Wakefield) and Steve Pesci (UNH)

**Guest:** Jeff Santacruce (Greenman-Pedersen, Inc)

**Staff:** Myranda McGowan (Transportation Planner), Marilyn Barton (Administrative Assistant) and Dan Camara (GIS/Transportation Analyst)

*Note: Vice-Chair R. Nichols chaired the meeting, as D. Sharples was unable to attend.*

### **1. Introductions**

Introductions were made around the table and people gave their name and what town or agency they were representing.

### **2. Staff Communications**

M. McGowan asked since a lot more of the communities' municipal offices are closing on Fridays, did the TAC Committee wish to change the day of the meeting from Friday to another day? The consensus from the group was that Friday was the best day of the week and it was agreed it would stay the same day unless there was an ongoing problem establishing a quorum.

M. McGowan noted the next TAC meeting scheduled would be July 3, 2009 and since that is a holiday, that meeting would not be taking place. It was agreed another TAC meeting was

important, as TAC would need to make a recommendation for STIP Amendment # 2 to the MPO Policy Committee before their next meeting on July 10, 2009. It was decided the next TAC meeting would June 26, 2009 at 9 a.m.

### **3. Draft Strafford MPO TAC May 1, 2009 Minutes**

R. Nichols asked for a motion to adopt the draft TAC minutes of May 1, 2009. M. Barton stated she had a request from C. Skoglund with one minor change on item 3 at the end of the paragraph:

"Cliff Sinnott contributed to the development of the Plan on a working group and now is a member of the 18 member Energy and Climate Collaborative."

M. Barton stated this is just a clarification of the point C. Skoglund made, as C. Sinnott had been involved throughout.

W. Dunham made a motion to approve the minutes with the amendment and E. Lemos seconded the motion. It was noted there was one abstention – R. Nichols. All in favor, motion carried.

### **4. Appointment of Chair and Vice-Chair for Fiscal Year 2010**

M. McGowan stated for FY 2010 R. Nichols would become chairman as the vice-chair automatically becomes chairman the following year and asked if there were any volunteers to become vice-chairman for the upcoming year? Since there were none, the nomination of vice-chair would be deferred to the next meeting.

### **5. Transportation Enhancements Grants – Round 9 Grant Application Process**

M. McGowan noted as of June 1, 2009, NHDOT had issued the application process for the Transportation Enhancement Grant and issued guidance for the Transportation Enhancement Program and handed out copies of that along with a copy of the application. M. McGowan went over the contents of the handout and noted this year DOT is requesting a letter of intent which is due Thursday, July 2, 2009. M. McGowan stated failure to submit the letter of intent by that date would result in having to wait until Round 10 to apply for transportation enhancements grants.

N. Alexander stated the typical range of funding is between \$50,000 to \$750,000 and noted funds available would be three million per year and is a two year program, so six million was available for this round but stated he would check on that and get back to M. McGowan.

R. Nichols asked about maintenance of sidewalks. N. Alexander stated Federal Highways issued guidance regarding this and stated all sidewalks paid for through T/E must be maintained year round in a manner consistent with adjacent roadways or federal money would not be received.

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J. Pedersen stated he learned at the meeting he attended, communities are required to maintain the sidewalks and that T/E funds cannot be used to buy maintenance equipment.

M. McGowan noted that someone at each of the communities, who submit a grant, would be required to attend the municipally managed workshops being held throughout the state this summer. N. Alexander stated more information would be available on that after the letters of intent are received. N. Alexander noted it would be a short session and the reason for these workshops are so people would understand the requirements placed on them and the federal rules.

R. Nichols asked if there was any significant interest in the region? M. McGowan stated during the project solicitation process, there was a lot of discussion about potential projects, such as Newmarket, with the pedestrian bridge over Route 108. M. McGowan noted she had not currently received any serious inquiries about the grant application.

M. McGowan explained that each project receives a ranking and the top three projects receive additional points.

N. Alexander noted the process for the applicant is a bit different this year. N. Alexander stated in previous years, the application was submitted to the RPC and the RPC had time to assist the community in developing the application before submitting to DOT. This year the application is due to the RPC and DOT at the same time. N. Alexander stated one of the reasons for this was because applications were coming in with completely unrealistic estimated costs. N. Alexander stated DOT would do a review of the estimates to make sure they are realistic. N. Alexander noted if anyone had questions regarding T/E, they could call Tom Jameson or William Rose with questions. M. McGowan noted if someone had questions about the application, they could also contact their RPC as well. It was noted the applications were due by September 15, 2009.

N. Alexander stated that although the guidance for CMAQ has not come out yet, to anticipate CMAQ to be of similar structure and changes with an emphasis on air quality.

M. McGowan stated if any community is interested in submitting a T/E application to please call SRPC to receive assistance or if they have any questions.

N. Alexander wanted to make sure it was understood that the TE and CMAQ programs were not like other grant programs where funds are provided up-front, but instead were reimbursement programs that, based on invoices, reimbursed up to 80% of the costs.

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## **6. May Minor Revisions**

M. McGowan stated SRPC had received a request from NHDOT to approve the May 2009 Minor Revisions and noted none of those related to projects in our region and were four or five statewide projects that had funding increases. M. McGowan stated the Executive Director recommends the approval of the changes in the project as proposed to the Executive Committee, which will be at their next meeting on Friday, June 12, 2009.

## **7. 2009-2012 TIP/STIP Amendment # 2**

M. McGowan noted there was currently a thirty-day public comment period taking place and stated there were statewide projects only and no local projects. M. McGowan noted there was a special MPO meeting/public hearing on July 10, 2009 at the SRPC office at 10 a.m. to discuss STIP Amendment #2 and to have the Policy Committee make a recommendation. M. McGowan noted TAC would meet on June 26, 2009 to make a recommendation to the Policy Committee regarding STIP Amendment #2.

R. Nichols stated COAST would be submitting modifications the following week.

M. McGowan noted she had printed out copies of the revised conformity analysis as Rockingham had to make an amendment and then DOT comes up with a financial summary with each amendment and it still shows that we are financially constrained and under budget in regard to air emissions.

## **8. Long-Range Transportation Projects**

M. McGowan handed out a general project proposal form and asked that everyone look over before the next meeting to see how it works as an information piece for projects.

## **9. Project Updates**

E. Lemos stated Barrington hopes to have a new town planner hired within the month.

M. McGowan noted the announcements for the Safe Routes to School funding would be June 15, 2009 and at that time SRPC would know if Roger Allen School in Rochester and the Somersworth School Department received funding.

R. Nichols stated COAST received 3.25 million in stimulus funds and noted they were the first in the FTA Region 1 to receive the grant and highlighted how that money would be spent.

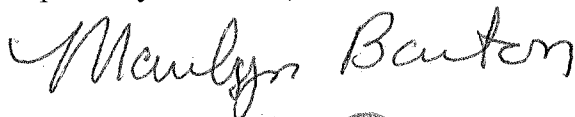
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L. Cox stated there was a ground breaking over the weekend in Lee for the Old Mill Reserve Project funded by NRCS.

**10. Adjournment**

R. Nichols made a motion to adjourn the meeting at 9:55 a.m. W. Dunham made a motion and E. Lemos seconded the motion. All in favor, motion carried.

Respectfully submitted,



**Marilyn Barton**  
**Recording Secretary**



**Rad Nichols**

**Strafford MPO Technical Advisory Committee Vice-Chair**

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