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Strafford Metropolitan Planning Organization Technical Advisory Committee Meeting

Adopted at August 7, 2009 TAC Meeting

June 26, 2009 Minutes

Present: Wallace Dunham (Madbury), Ed Lemos (Barrington), Dirk Timmons (UNH), Laurel Cox (Lee), Rad Nichols (COAST) and Melodie Esterberg (Rochester) and David Sharples (Somersworth)

Proxy Votes: Jim Campbell (Durham), Larry Brown (Milton), Victoria Parmele (Northwood), Paul Parker (Farmington) and Diane Hardy (Newmarket)

Members Not Present: Paul Parker (Farmington), Mark Stevens (Middleton), Mark Fuller (New Durham), Diane Hardy (Newmarket), Patrick Carroll (Rollinsford), Thomas Dube (Wakefield), Bruce Woodruff (Dover), Larry Brown (Milton) and Steve Pesci (UNH), Chris Skoglund (NHDES), Nick Alexander (NHDOT)

Guest: Jeff Santacruce (Greenman-Pedersen, Inc)

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

Note: The meeting began at 9:15 a.m. Until a quorum could be established, items requiring a motion were deferred.

1. Staff Communications

There were no staff communications.

2. Draft Strafford MPO TAC June 5, 2009 Minutes

Once it was determined a quorum was established, R. Nichols asked for a motion to adopt the draft minutes of June 5, 2009. M. Barton stated she had received a request from N. Alexander on the minutes from June 5, 2009:

A few changes to the minutes:

Page 3, Paragraph 5 - "N. Alexander stated that one of the reasons for this was because application were coming in with completely unrealistic expectation." Please revise to "N. Alexander stated that one of the reasons for this was because applications were coming in with unrealistic estimated costs."

Page 3, Paragraph 8 - "N. Alexander wanted to make sure it was understood...." Please revise to "N. Alexander wanted to make sure it was understood that the TE and CMAQ programs were not like many 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."

M. Esterberg made a motion to approve the minutes as amended and D. Timmons seconded the motion. It was noted there was one abstention. All in favor, motion carried.

3 Appointment of Vice-Chair for Fiscal Year 2010

M. McGowan spoke about the appointment of a vice-chair for FY 2010 and noted the role of vice-chair really had no responsibilities other than filling in for the Chair when not available. As there were no volunteers, it was decided to revisit this discussion at the next TAC meeting in August.

4. Transportation Enhancements Grants

M. McGowan handed out copies of the Transportation Enhancement's (TE) Application & Guidance from NHDOT. M. McGowan noted the Letters of Intent are due to NHDOT and the RPC's by July 2, 2009. M. McGowan noted she would be out of the office on July 2 and stated it would be best to have them in by July 1, 2009 in case there are any questions.

M. McGowan stated she recently attended a meeting at NHDOT to discuss the TE process. M. McGowan noted that \$3 Million are available in a year's time period and would be evenly distributed among the region. M. McGowan stated projects could be revised after the letters of intent were submitted.

M. McGowan stated someone from each community that submits a project would be required to attend a Municipally Managed Workshops offered by NHDOT and attendance at workshops for projects chosen for TE funds could also be mandatory. M. McGowan noted applications are due by September 15, 2009 to SRPC and NHDOT.

M. McGowan noted there would be two scores from the applications and each region would have it's own criteria. M. McGowan stated TAC would look at the scoring criteria at the August 7, 2009 TAC meeting. M. McGowan stated in January or February 2009 the Statewide TE Advisory Committee would be meeting.

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D. Camara stated it might be helpful if there was a spreadsheet for the timeline for the process. R. Nichols stated it would also be helpful if there were a historical perspective in the region for this.

J. Santacruce stated there was historical data on the DOT website. J. Santacruce also mentioned that the National Transportation Enhancements Clearinghouse had a website, www.enhancements.org, that contained helpful information.

5. June Minor Revisions

M. McGowan went over the three projects to explain the revisions and stated they would be up for approval by the Executive Committee at their July 10, 2009 meeting.

M. McGowan also handed out a copy of the letter sent to DOT regarding the May 2009 Minor Revisions and noted they were approved at the June 12, 2009 Executive Committee Meeting.

6. 2009-2012 TIP/STIP Amendment # 2

M. McGowan stated there would be a Public Hearing/Policy Committee Meeting on July 10, 2009 at the SRPC office at 10 a.m. and noted there were no regional projects listed on the amendment, only statewide projects.

R. Nichols asked for a motion to approve sending on to the Policy Committee. W. Dunham made a motion; D. Timmons seconded the motion. All in favor, motion carried.

7. Long-Range Transportation Projects

M. McGowan stated this discussion would be deferred until the August or September meeting.

8. Project Updates

M. McGowan stated the William Allen received \$15,000 in funding through the Safe Routes To School Program and it had not been decided regarding the start up funding for the Somersworth School Department.

D. Timmons stated they received notification regarding the buses through the Stimulus program and noted the Main Street East Project originally funded through TE is now being funded through stimulus funds and is one hundred percent funding which will require no local match.

R. Nichols stated that from the FTA perspective grants approved prior to September 1, 2009 are considered obligated funds. R. Nichols noted COAST was the first grantee in the region and eighty percent of the 3.25 million dollars is under contract. R. Nichols stated when round two of the ARRA funding comes through; they hope to have a proven track record.

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M. Esterberg stated there was a final location for the Park and Ride in Rochester near Exit 13 off the Spaulding Turnpike and noted it was not the same location that DOT had originally stated.

D. Timmons stated the Park and Ride at the Sugar Shack in Lee was gone and that locations at the Lee Traffic Circle were being looked at. L. Cox asked what areas were being specifically looked at and D. Timmons stated he would let TAC know at the next meeting in August.

9. Adjournment

R. Nichols asked for a motion to adjourn the meeting at 9:42 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 Chair

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