

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  
SRPC OFFICE, DOVER, NH  
FINAL**

**December 4, 2009 Minutes**

**Present:** Wallace Dunham (Madbury), Charter Weeks (Barrington), Ed Lemos (Barrington), Rad Nichols (COAST), Victoria Parmele (Northwood), Becky Ohler (NHDES-ARD), Nick Alexander (NHDOT), Larry Brown (Milton), Dirk Timmons (UNH), Laurel Cox (Lee), Diane Hardy (Newmarket), Leigh Levine (FHWA), Dave Sharples (Somersworth) and Jim Campbell (Durham)

**Members Not Present:** Bruce Woodruff (Dover), Chris Parker (Dover-Alternate), Paul Parker (Farmington), Mark Stevens (Middleton), David Allen (New Durham), Ed Wojnowski (Newmarket-Alternate), Melodie Esterberg (Rochester), Patrick Carroll (Rollinsford), Nathaniel Leach (Rollinsford-Alternate), Craig Wheeler (Somersworth-Alternate), Thomas Dube (Wakefield), Chris Skoglund (NHDES-ARD), Glenn Davison (NHDOT) and Steve Pesci (UNH)

**Guests:** Skip Skoglund (Greenman-Pedersen, Inc) and Bob Strobel (Northwood)

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

**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 stated the next TAC meeting scheduled for January 1, 2010 falls on a holiday and stated it was assumed everyone would like that moved to January 8, 2010. Those attending the

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meeting agreed to the date of January 8, 2010 for the next TAC meeting. M. McGowan noted this meeting would be her last for a few months.

### **3.1 Draft Strafford MPO TAC November 06, 2009 Minutes**

B. Ohler stated a need for a correction in the minutes under section 5.4 where it states that "Stacy Doll would be housed at UNH". B. Ohler stated it should read that she is employed by UNH and housed at DES and that the name Stacy should be spelled Stacey. R. Nichols asked for a motion for approval of the draft Strafford MPO TAC November 06, 2009 minutes as amended. D. Sharples made a motion; E. Lemos seconded that motion. It was noted there was one abstention-V. Parmele. All in favor, motion carried.

### **4.1 Congestion Mitigation Air Quality Grants: Review of NHDOT Guidance and Application**

M. McGowan noted the letters of intent were due to NHDOT and to SRPC by 12 pm on January 8, 2010. R. Nichols asked if after DOT's workshop, would there be a need for the region to meet? D. Hardy stated it was a bit unclear how the regional piece fit into the DOT piece and if enough communities submitted applications, it may be helpful to meet locally. L. Brown stated it is a good way to double check things. M. McGowan stated it would be a similar process as the Transportation Enhancement Grants in that a subcommittee would score the applications.

D. Camara noted on December 14, 2009 the RPC's and DOT would be meeting to answer any questions and to make any clarifications necessary and to review the application and guidance and stated if TAC members had any questions, SRPC staff could bring those with them to the meeting.

N. Alexander stated there is approximately ten to sixteen million over a two-year period available. N. Alexander noted communities who submit an application would be required to attend a CMAQ workshop, as they are mandatory for all applicants. N. Alexander noted the air quality analysis would be part of the mandatory workshops. A discussion ensued as to when a date for the local workshop should be and was decided that would be sometime after the letters of intent were received.

B. Ohler stated it would be wise to start gathering air quality analysis data right away because depending on the project; it could take some time. R. Nichols stated that a scoring subcommittee should be formed as soon as possible. D. Camara suggested that the subcommittee be formed at the next TAC meeting so it's known what communities might apply for CMAQ funds.

### **4.2 GACIT & 2011-2020 Ten-Year Plan Update**

M. McGowan noted the next GACIT meeting is on December 9, 2009. It was noted in the handout there was updated information from Commissioner Campbell's presentation from the November 19, 2009 Policy meeting. N. Alexander noted the list of projects in yellow, are projects that were recommended at the last GACIT meeting on November 18, 2009. N. Alexander stated GACIT would be voting on the Ten Year Plan Draft and the projects listed in yellow. N. Alexander noted the recommendations would then be sent to the Governor in early January 2010 and the legislators have until June 2010 to sign into law.

R. Nichols noted there is nothing listed in the Plan for public transit. D. Timmons stated currently only \$50,000 was available in the state budget for public transit and was very disappointing. R. Nichols noted public transit took a seventy-five percent cut and is down from \$200,000.

N. Alexander stated there is funding available called turnpike toll credits, which allows NHDOT to get to one hundred percent federal funding rather than the usual 80/20 federal funding. N. Alexander stated it was assumed that would be used going forward. N. Alexander noted the first two years toll credits would be used and after that it would be state dollars.

C. Copeland stated it should be noted that based on the fiscal year, RPC's and MPO's lost all funding and the toll credits are appreciated; however they are not cash and cash is needed.

#### **4.3 Update on the Proposed Organization of the Policy Committee**

M. McGowan stated at the last MPO Policy meeting held on November 19, 2009, the Policy Committee members discussed three different potential changes in how they would conduct business in the future. M. McGowan pointed to a spreadsheet available at the TAC meeting that listed the possible positive and negative aspects of each scenario and noted the Policy Committee voted for Option A. M. McGowan gave an overview of Option A that would change the Policy Committee meetings to daytime hours immediately after the SRPC Executive Committee meets on the third Friday of every month at 10 a.m. at the SRPC office in Dover. M. McGowan noted a thirty day comment period would be needed for revisions to the Strafford MPO Bylaws and Prospectus and this vote would occur at the January 28, 2010 Policy Committee meeting.

R. Nichols stated he attended that Policy Committee meeting and noted it was said that education/information opportunities would be available at evening meetings.

#### **4.4 STIP Amendment #4**

M. McGowan reviewed the two projects in the region – a TE project in Wakefield that is adding preliminary engineering and a CMAQ project. M. McGowan noted these were projects in the Plan previously that were added back in. M. McGowan stated currently there is a hold on any action on this as DOT is discussing some possible changes.

#### **4.5 FHWA Program Review**

L. Levine stated that the FTA and FHA have MPO oversight in NH and they conduct an MPO Planning Review every year and noted SRPC was having their review on February 10, 2010. L. Levine noted it was a comprehensive planning review. L. Levine stated the review looks at how the RPC serves its constituents and agencies. L. Levine stated the review also looks to see if federal requirements are being met, technical processes and air quality conformity. L. Levine stated an agenda is sent to the RPC and time is set aside in the agenda for TAC, the Policy Committee and the public to give input and feedback and encouraged participation from those groups and this is done during the lunch hour to encourage participation.

L. Levine noted after the review is completed a report is issued to the RPC which could include recommendations or commendations. L. Levine noted if recommendations are issued, a list of corrective actions is given with a timeline.

#### **4.6 Draft Environmental Justice Document**

M. McGowan stated the Environmental Justice document was currently being worked on and noted it is looking at the minority/low income population in our region and how we can get these more public involvement from these two groups. M. McGowan noted K. Pimental was currently working on the document. M. McGowan stated there would be a thirty-day public comment period. She noted the document would be available at the next TAC meeting and would be sent to TAC members prior to that meeting and would be reviewed at the upcoming MPO meeting in January 2010.

C. Copeland stated staff has been discussing where these groups are located within the region and how much they are paying for transportation and looking at where we need to go with this document. C. Copeland noted that Merrimack Valley in Haverhill, MA has an environmental justice page with a translation link that would allow a person to type in the word and have it translated for them.

R. Nichols noted COAST has to update their document every three years and stated ours should be consistent with COAST. C. Copeland stated efforts would be coordinated. L. Brown stated the document should give clear definition of involvement.

L. Levine stated the MPO needs to identify where minority/low income are and then take a look at the TIP and Long-Range Plan for proposed transportation investments and compare those investments to where those groups are and come up with an analysis of burden. R. Nichols stated in larger urban areas, a bus garage is located in a minority/low income area and those in the area could breathe in that diesel exhaust and that certainly becomes an environmental justice issue.

B. Strobel stated their needs to be a comparison between urban and rural areas.

Discussion ensued as to whether zoning patterns and mapping data in these areas could be used and it was noted that the mapping and data analysis from Rockingham Planning Commission is available and could be used as a resource.

#### **5.1 Safe Routes to School: Round 4 Applications**

M. Barton stated SRPC and DOT had received three applications during Round 4 of SRTS. M. Barton gave an overview of the scores received by the three communities that submitted applications – Farmington, Durham and Dover. There were no questions.

#### **5.2 Other Project Updates**

C. Weeks stated there are 135 acres on Route 125 and the Town is just about to sign a contract with a developer to create an industrial park. He stated the Town included in the contract a requirement of preserving up to five acres for the purpose of creating a Park and Ride, which is

1.25 miles north of the Lee Traffic Circle. C. Weeks wanted everyone to know about this and noted the Town would be pleased to work with others on this. C. Weeks stated Barrington currently has no planner or the money for an engineer and they have projects they can't get funded through ARRA and that DOT needs to look at the smaller community needs. C. Weeks cited an example of this in regard to a bridge over the Lamprey River that is an ARRA project and the water goes through a culvert through Swains Dam and the culvert needs to be replaced. C. Weeks noted without the availability of an engineer the project can never get started and was wondering how a small community such as Barrington with no planner or engineers could become part of the process.

R. Nichols cited information from when Commissioner Campbell spoke at the last MPO Policy meeting in November that tolling on I-93 brings revenue to the State and that revenue can be used to support local communities.

N. Alexander stated there are programs available through the state that communities aren't aware of such as DOT Infrastructure, DES for dams, state aid bridge, state aid highway and other programs. D. Hardy stated a grant writer might take on a good project on a pro bono basis. D. Hardy noted there is a block program that may have funds available up to 2k for administrative services.

C. Copeland noted an example in New Durham that received pro bono work and once the preliminary engineering was completed, New Durham was able to shop the project around and eventually got funding through FEMA.

D. Sharples noted the Economic Development Committee discussed having a one-way loop through downtown and in 2003 C&C Engineering completed a business vitality study. D. Sharples stated during a recent charette, the one-way loop was revisited and the consultants stated it might be a good way to reenergize the Main Street area. D. Sharples noted on December 14, 2009 a presentation would be given to Council and there may be a trial period with the one-way loop.

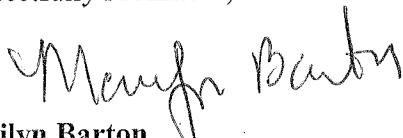
R. Nichols stated at their November meeting, the COAST Board approved full weekday service throughout the entire bus system the last Saturday before Christmas on Saturday, December 19, 2009 for free. R. Nichols noted this was to encourage people to shop locally.

R. Nichols stated ACT was successful in receiving grant funds for Southeast NH. R. Nichols noted a full time staff manager, Diane Smith, was hired and that she previously worked for the Berkshire Transit Authority and had a tremendous amount of experience. R. Nichols stated at the ACT meeting on December 2, 2009, Bylaws for the organization were voted in and a slate of officers were approved. R. Nichols stated the Statewide Council officially designated them as an agency and are refocusing efforts to collecting data that was never collected as to better access and analyze where the organization is currently and where it needs to go in the future. R. Nichols noted they are looking at a freeware package out of Vermont to assist with this.

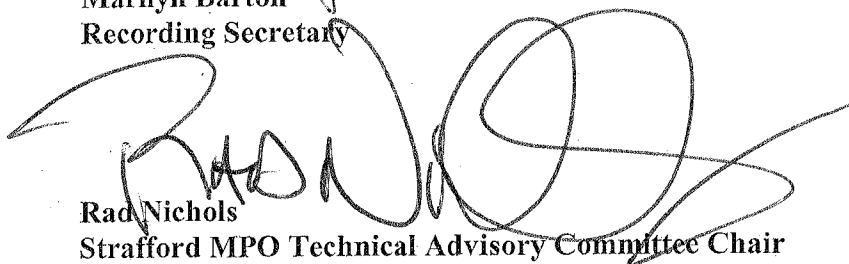
**6. Adjournment**

R. Nichols asked for a motion to adjourn the meeting at 10:22 a.m. W. Dunham made a motion and E. Lemos seconded that motion. All in favor, motion carried.

Respectfully submitted,



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



**Rad Nichols**  
**Strafford MPO Technical Advisory Committee Chair**