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ROLLINSFORD
SOMERSWORTH
STRAFFORD
WAKEFIELD

**Strafford Metropolitan Planning Organization
Technical Advisory Committee Meeting
SRPC Office, Dover, NH
FINAL**

February 5, 2010 Minutes

Present: Rad Nichols (COAST), Dave Sharples (Somersworth), Wallace Dunham (Madbury), Victoria Parmele (Northwood), Ed Lemos (Barrington), Dirk Timmons (UNH), Chris Skoglund (DES-ARD), Diane Hardy (Newmarket), Melodie Esterberg (Rochester), Leigh Levine (FHWA), Steve Dubois (NHDOT) and Jim Campbell (Durham)

Members Not Present: Bruce Woodruff (Dover), Paul Parker (Farmington), Laurel Cox (Lee), Mark Stevens (Middleton), Larry Brown (Milton), David Allen (New Durham), Patrick Carroll (Rollinsford) and Tom Dube (Wakefield)

Guests: Councilor Hollingworth, John Badger (Newmarket) and Marc Dixon (FHWA)

Staff: Cynthia Copeland (Executive Director), 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

C. Copeland showed a blueprint of the new office space SRPC will be moving to at the end of the current fiscal year- The Rochester Community Center in Rochester, NH and noted that M. Esterberg is in charge of the project and they are creating the space based on our needs. D. Camara noted the Broadband Mapping project had started to collect Internet information from various businesses, schools and medical facilities and the first data set is due at the end of February 2010. C. Copeland noted the two flyers for the 2010 Decennial Census; one in English

Planning and action for sustainable development and an improved quality of life.

and the other in Spanish but noted the flyer in green could be whatever language needed for each region.

3.1 Draft Strafford MPO TAC December 4, 2009 Minutes and January 8, 2010 Minutes

R. Nichols asked for a motion to adopt the draft TAC December 4, 2009 Minutes. D. Sharples made a motion; W. Dunham seconded that motion. It was noted there was one abstention – C. Skoglund, as he was not at the meeting. All in favor, motion carried.

R. Nichols asked for a motion to adopt the draft January 8, 2010 Minutes. E. Lemos made a motion; D. Sharples seconded that motion. It was noted there were two abstentions – E. Lemos and J. Campbell as they were not at that meeting. All in favor, motion carried.

3.2 2009-2012 STIP Amendment #4:

D. Camara stated that STIP Amendment #4 was not ready and perhaps it would be next month and as soon as they heard anything, they would forward that information to TAC members. Discussion ensued about cash flow problems if the amendment isn't going to be done soon and the possibility of STIP Amendment #5; although it was noted a STIP Amendment #5 would try to be avoided.

4.1 Presentation - Dianne Smith, Coordination Planning and Operations (COAST), "Regional Coordination in Southeast NH"

R. Nichols introduced Dianne Smith, the Manager of Coordination Planning and Operations at COAST. D. Smith gave a PowerPoint presentation of regional coordination in southeast NH and discussed what it was, the collaborative efforts and the history of ACT. Funding options were discussed as well as the benefits of coordination and who the target audience was.

4.2 Presentation – Diane Hardy, Newmarket TE Presentation

D. Hardy gave a presentation of Newmarket's TE project; a bike and pedestrian/bridge plan to receive input from TAC colleagues before going in front of the Advisory Committee. D. Hardy gave a history of the project and how the project was developed and showed photos from the past and into the future of the downtown area of Newmarket.

5.1 2010-2011 Unified Planning Work Program Scope of Work

C. Copeland handed out a document regarding the FY 2010-2100 Unified Planning Work Program (UPWP) and noted the SMPO was requesting to amend various activities based on the amount of work completed for each activity and went over the various changes. C. Copeland noted the UPWP is a contract period of two years. C. Copeland stated she and D. Camara met with Steve Dubois and Bill Watson of NHDOT in early January about this and noted these changes would be forwarded to NHDOT shortly.

5.2 Congestion Mitigation Air Quality Grants

D. Camara noted CMAQ applicants would be required to attend a municipally managed workshop and the local workshop is on February 8, 2010 at the MUB at UNH, Room 330-332. D. Camara stated other meeting locations are in Salem, DOT and Nashua. D. Camara noted air quality methods are still being dealt with and SRPC were looking for a scoring subcommittee for CMAQ and would involve approximately two meetings. The following are volunteers for the subcommittee: D. Sharples, C. Skoglund, R. Nichols, D. Hardy and W. Dunham. D. Camara noted the Policy Committee approved the CMAQ scoring criteria at their last meeting on January 28, 2010.

5.3 Transportation Enhancement Grants

C. Copeland handed out an email received from Bill Watson from NHDOT regarding the Transportation Enhancement (TE) grants. In that email the Transportation Enhancement Advisory Committee proposed format changes to the public hearing. The committee decided they would like to hear presentations from all fifty-three applicants. The committee adopted a 3-tier format to represent all the applications as they were ranked regionally and on a statewide basis. The 3-tier system is as follows:

Tier 1 will be the top 9 projects as ranked by NHDOT with the RPC rankings factored in.

Tier 2 will be projects 10 through 30 as ranked by NHDOT with the RPC rankings factored in.

Tier 3 will be projects 31 to 53 ranked by NHDOT with the RPC rankings factored in.

Tiers 1 and 2, being the most ranked projects and most likely to succeed will be seen on the first day of meetings, which Monday, March 15th from 8 a.m. to 4 p.m. or until the last applicant finishes. The location will be NHDOT in Concord. Tier 3 applicants will be offered the opportunity to present if they want, although they will be made aware that their applications didn't score as well as Tier 1 and 2 applications. It was noted the date for this meeting is Friday, March 26, 2010 from 8 a.m. and until all applicants are heard.

The email noted all applicants would be scored on a 1-10 basis by each Committee member individually. All scores for Tier 1, 2 and 3 will be compiled by NHDOT and an average score calculated for each project and the list will be ordered from highest score to lowest. Another meeting of the Advisory Committee will be set for March 26, 2010 and at this meeting scores will be discussed and a final list of projects will be voted on by the Committee and sent to the Commissioner of NHDOT.

Notifications will be sent to communities shortly on presentation schedules as well as any issues of eligibility or other items found during resource reviews of the applications. B. Watson stated in his email that the Committee wanted to make it very clear they only want to hear from applicants who have complete and eligible applications.

5.4 Long Range Plan Project Selection Criteria

C. Copeland stated the four MPO's have been developing ranking criteria that are still in development regarding the Transportation Project selection criteria. There was a handout that showed the various factors and methods in developing the document and C. Copeland stated comments were welcome.

5.5 FHWA/FTA MPO Program Review Update

C. Copeland reminded all those in attendance that the upcoming FHWA/FTA Program Review would be on February 10, 2010 and encouraged those interested to attend during the lunchtime break so they could meet and ask questions or provide any information.

6. Project Updates

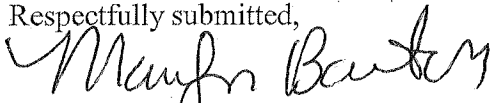
C. Copeland noted the Prospectus, MPO Bylaws, and the Environmental Justice document were approved at the January 28, 2010 Policy Committee meeting and once finalized will be available on-line on the SRPC website.

R. Nichols stated COAST recently put out a press release on the increase in ridership for COAST. R. Nichols stated 134,000 passenger trips were taken which was one million miles of travel, which eliminated a savings of 58,000 gallons of fuel.

7. Adjournment

R. Nichols asked for an adjournment at 10:40 a.m. J. Campbell made a motion; D. Hardy seconded that motion. All in favor, motion carried.

Respectfully submitted,



Marilyn Barton
Recording Secretary



Rad Nichols
Strafford MPO Technical Advisory Committee Chair