

BARRINGTON  
BROOKFIELD  
DOVER  
DURHAM  
FARMINGTON  
LEE  
MADBURY  
MIDDLETON  
MILTON



NEW DURHAM  
NEWMARKET  
NORTHWOOD  
NOTTINGHAM  
ROCHESTER  
ROLLINSFORD  
SOMERSWORTH  
STRAFFORD  
WAKEFIELD

**Strafford Metropolitan Planning Organization Policy Committee Meeting  
& Public Hearing  
March 18, 2011  
Rochester Community Center, Rochester, NH  
Minutes  
FINAL**

**SRPC Policy Members Present:** Tom Crosby (Madbury), Edmund Jansen (Rollinsford), Robert Jaffin (Rochester), Rick McMenimen (Newmarket), Kenn Ortmann (Rochester), Stephen Jeffery (Barrington), Tom Clark (Dover), Elaine Lauterborn (Rochester), Bill Watson (NHDOT), Wayne Burton (Durham), Beverly Cray (UNH), Ed Comeau (Brookfield) and John Parry (Durham)

**SRPC Staff Present:** Marc Ambrosi (Regional Transportation Planner) and Marilyn Barton (Administrative Assistant)

**GUEST:** David Williams (Resident from Durham)

**1. Convene Strafford Metropolitan Planning Organization Meeting/Introductions**

Chairman E. Jansen brought the meeting to order at 9 a.m. and introductions were given around the room.

**2.1 Public Hearing to solicit public comments on the Draft Fiscal-Years 2012-2013 Unified Planning Work Program**

Chairman E. Jansen opened the public hearing at 9:01 a.m. and asked if there were any comments. M. Ambrosi gave a handout and reviewed comments received from Federal Highways Administration (FHWA) and S. Pesci from UNH.

D. Williams asked if this document was prioritized? M. Ambrosi gave an overview of the UPWP and explained the document represents SMPO's entire scope of work for FY2012-2013, developed utilizing the framework created by the UPWP workgroup (FHWA, NHDOT, NH RPCs and NH MPOs). The workgroup's framework did not prioritize the scope of work. M. Ambrosi went over the budget on page fifty-nine of the document, explaining current levels of funding were used to develop the budget as the numbers needed for the document were not available at this time. D. Williams asked if something had to be cut from this budget, what would be the first thing to be cut and the last thing to be cut? M. Ambrosi stated there are certain documents required by federal law, as in Category 200 of the document, and the most likely place for cutting work would occur in the 500 Category.

B. Watson stated there are nine regional planning commissions in the state, of which four are designated as Metropolitan Planning Organizations (MPOs) and noted the use of funds has always been sufficient to do projects. B. Watson noted the project sponsor has to match twenty percent and historically DOT has assisted with that, typically the department kicking in ten percent and the MPO ten percent. B. Watson noted there are no matching funds in the state budget and the goal is to have a budget that matches all that.

D. Williams asked regarding Category 500: Example of what would have to be cut if numbers aren't what is expected? M. Ambrosi stated an example would be local traffic counts or assisting with grant applications for Safe Routes To School or other non-mandatory items. K. Ortmann noted the staff would bring this to the SRPC Board of Directors and that it would not be just a staff decision.

B. Watson stated SRPC did a very disciplined job of putting together reasonable jobs and that SRPC was more advanced with their UPWP document than the other RPCs. B. Watson noted the total amount requested by the nine RPC's is still well above total revenues and still need to figure out a reasonable budget and balance out all nine RPCs.

## **2.2 Close Public Hearing**

Hearing no other comments, Chairman E. Jansen closed the public hearing at 9: 21 a.m.

## **2.3 Open Public Hearing to Solicit Public Comments on Amendment #1 to the adopted FY 2011-2014 Transportation Improvement Program (TIP)**

Chairman E. Jansen opened the public hearing at 9:22 a.m. and asked if anyone had any comments.

M. Ambrosi stated on March 4, 2011 the Technical Advisory Committee made a recommendation for the Policy Committee to approve Amendment #1 to the 2011-2014 TIP. M. Ambrosi noted in addition to seeking this approval the SMPO would like to point out a potential issue regarding the Durham-Newmarket TE Project, 13080A. M. Ambrosi stated NHDOT recently released their scenario outlining the impacts on transportation project funding if the thirty million Motor Vehicle Fee is allowed to sunset (currently to sunset on June 30, 2011) and noted the project would be eliminated if this scenario comes to pass. M. Ambrosi stated to provide the greatest chance for this project to receive funding, TAC has recommended the Policy Committee submit a formal comment, before the end of the S/TIP comment period regarding the importance of this project along with an appeal to DOT for this project to be taken off the list of projects to be eliminated if no funding source is found to replace the motor vehicle fee and noted letters from Newmarket and Durham have been received regarding this issue.

W. Burton stated Rt. 108 in Durham is a major road going into and out of Durham and there is a need for an evacuation plan and if students needed to get out, they would not be prepared and panic would set in.

R. Jaffin stated FEMA and DOT need to work together and noted each community should have an evacuation plan procedure, generally available at the local Fire Department of a community.

E. Comeau stated Carroll County has a local level emergency management where they have actual drills and look at local, county and state plans and are good to have. K. Ortmann noted in Rochester, periodically there are drills and tests and Northeast Utilities reimburses the City for employee time spent for emergency management drills. A discussion ensued regarding if funds for emergency management training; could it be used for match? It was explained that funding for emergency drills is not for the purpose of matching transportation project.

## **2.4 Close public hearing**

After no other comments, Chairman E. Jansen closed the public hearing at 9:40 a.m.

## **3. Staff Communications**

M. Ambrosi gave a handout of information from Cynthia Copeland regarding information from the March 16<sup>th</sup> GACIT meeting and reviewed the items in the packet that included Ten Year Plan Budget Project Impacts, which included the Durham-Newmarket project, block grant distribution for municipalities, pavement conditions in the state, a PowerPoint presentation from Representative David Campbell as well as information regarding GARVEE bonds.

B. Watson stated the intent of the presentation was to highlight to GACIT members where funding came from. B. Watson was asked to provide some information about toll credits and how they can be used. He explained that toll credits are generated when NH DOT invests state dollars on federal roads (I 95, I93, etc...). To compensate the State for their investment, FHWA creates an account of toll credits and allows NH to access them to match future FHWA funding. The caveat to this agreement is that toll credits are not a "hard match," meaning if toll credits are used to match federal dollars for a project costing \$1,000,000, the toll credits can be used for the match, but the total funding for the project will only be \$800,000 because the toll credits aren't "real" dollars. By using toll credits as a match for federal dollars, 20% of the total potential dollars are lost.

### **4.1 Draft MPO Minutes of February 18, 2011**

Chairman E. Jansen asked for a motion to adopt the draft MPO minutes of February 18, 2011. R. McMenimen made a motion and T. Crosby seconded that motion. All in favor, motion carried.

### **4.2 Draft Fiscal-Years 2012-2013 Unified Planning Work Program**

Chairman E. Jansen asked for a motion to adopt the 2012-2013 Unified Planning Work Program with the following wording from Transportation Planner Marc Ambrosi: SMPO is asking for Policy Committee approval of the 2012-2013 Unified Planning Work Program Budget, Scope of Work and self-certification with the following caveats:

- SMPO will finish technical edits to correct comments as negotiated with NH DOT, FHWA, and FTA, including an appendices conveying "accomplishments from the 2011-2012 UPWP".
- The budget will be adjusted when funding information becomes available
- Creation of an appendix for "special" transportation projects (non-UPWP) once information becomes available

K. Ortmann made a motion and R. McMenimen seconded that motion. All in favor, motion carried.

### **4.3 Amendment #1 to the FY 2011-2014 Transportation Improvement Program**

Chairman E. Jansen asked for a motion to adopt Amendment #1 to the FY 2011-2014 Transportation Improvement Program. K. Ortmann made a motion for discussion purposes.

W. Burton noted this amendment changes Project 13080 as a phased project. M. Ambrosi stated it has been changed to a phased project so parts of it can go forward.

M. Ambrosi stated it was TACs request that the MPO submit a letter for support of the project. B. Watson stated the letter should be separate and not part of the comments from the group as it would be more effective.

W. Burton read a motion he felt should be included in the minutes that read: "The MPO and TAC express deep concerns that the current budget as proposed will negatively impact New Hampshire's transportation infrastructure to the detriment of New Hampshire's economic future". W. Burton stated he felt this should be put in the paper as a press release so the public is aware of the proposed cuts. R. Jaffin seconded the motion. All in favor, motion carried.

#### **5. Discussion Items**

Ed Comeau stated the public needs to be educated and that SRPC should go to the communities to do presentations. K. Ortmann noted the RPC is proactive in getting the information out and asked E. Comeau for suggestions. E. Comeau stated he would put together a list of suggestions and perhaps they could be part of agenda for upcoming meetings. B. Watson stated on the part of NHDOT, they are trying to get out to the communities more and do a presentation that could go from community to community. E. Comeau noted a website called Governmentoversite.com and encouraged those in attendance to take a look at it. A discussion ensued regarding public outreach to town and local officials and it was noted SRPC does have a newsletter that is sent out regularly and information spoken about at the meetings is available on the website.

#### **6. Project Updates**

M. Ambrosi noted Green Commute week is May 16-20, 2011 and encouraged those in attendance to get the word out to their communities and stated SRPC would be hosting breakfasts in Dover and Lee as has been done in the past.

M. Barton stated last year SRPC had their planning review by FHWA and FTA and it was encouraged for SRPC to create a Title VI standalone document and noted she would be working on the document to be completed as soon as possible to be compliant.

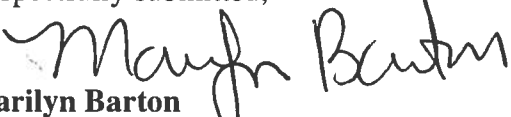
#### **7. Other Business**

There was no other business.

#### **8. Adjournment**

Chairman E. Jansen asked for a motion to adjourn the meeting at 10:55 a.m. R. McMenimen made a motion and K. Ortmann seconded that motion. All in favor, motion carried.

Respectfully submitted,

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

  
**Edmund Jansen, Jr.**  
**Strafford Regional Planning Committee Commission Chair**