

RPC Technical Advisory Committee

February 25th, 2010

9:00-11:00 AM

RPC Conference Room

(Directions on reverse)

Refreshments will be available

1. Introductions
2. Minutes of 1/28/10 TAC meeting (**Attachment #1**)— [*motion to approve*]
3. Revised Meeting Schedule for 2010
4. TIP Amendment #4 (**Attachment #2**) — [*motion to approve*]
5. Long Range Plan Amendment (**Attachment #3**) — [*motion to approve*]
6. UPWP Amendment for FY2010 and FY2011 (**Attachment #4**) — [*motion to approve*]
7. Update on Regional Coordination Council (RCC) development (ACT & Derry-Salem)
8. Project Updates (**to be distributed at meeting**)

There is **two hour on-street parking** along Water Street and Center Street. There is also long term parking in the lot on Center Street, by the Citizens Bank Drive-thru (Non-numbered spaces), and in the municipal lot behind the Town Offices. Handicapped parking spaces are available on the bottom floor of the parking structure adjacent to the RPC office as well as on Water Street in front of the RPC office.



DRAFT

RPC TAC MEETING

Minutes

January 28, 2010
RPC Conference Room

Members Present: Deborah Finnigan, Chair, Portsmouth; Lincoln Daley, Stratham; Art Ditto, Rye; Tim Moore, Plaistow; Ted Tocci, Hampton Falls; Jamie Steffen and Warren Bambury, Hampton; John Kennedy, Brentwood; Barbara White, East Kingston and Newton; Sylvia von Aulock, Exeter; Dirk Timmons, UNH; Chris Skoglund, DES; Glenn Davison, DOT; and Leigh Levine, FHWA.

Others Present: Marc Dixon, FHWA and Emil Skoglund, Greenman-Pederson, Inc..

Staff Present: Dave Walker, Scott Bogle and Roxanne Rines, RPC.

Meeting Opened at 9:01 a.m.

1. Introductions

Attendees introduced themselves and stated what municipality they were from or the agency they represented.

2. Minutes of September 4, 2009, TAC Meeting

Motion: **Moore** made a motion to approve the minutes of June 4, 2009, as written. **Ditto** seconded the motion. **Motion carried.**

3. Meeting Schedule for 2010

Walker reviewed the schedule included in the packet.

4. TAC Bylaws

Bogle distributed an updated memo and explained the difference. He continued that the executive committee has been updating the Rules of Procedure for the RPC standing committees.

He continued that the Rules of Procedure need to be incorporated into the RPC's organizational bylaws. They would then function as the TAC bylaws.

Bogle stated that TAC appointments are one-year terms with the Board of Selectmen responsible for the appointment. After a member term expires, that member can remain a member until the Board of Selectmen either reappointments, removes or appoints a new representative.

He continued that quorum standards are changing to 1/3 of the total voting membership of the TAC. There are 34 voting members; 12 voting members would constitute a quorum. Staff is asking members to review the document, make any recommendations for changes and then send the document to the Commission for their approval.

Moore stated the term should be more than one year? **Tocci** stated he agrees that the term should be longer and proposed increasing the term to 3 years. **Ditto** agreed more than one year is needed.

Motion: **Tocci** made a motion to increase the TAC representative appointment to a 3-year term. **Kennedy** seconded the motion.

von Aulock stated she thinks 3 years is to long and suggested the term be 2-years.

Motion carried to change the term to 3 years with von Aulock and White voting against.

Motion: **Moore** made a motion to approve the amended Bylaws and send the document to the RPC Commission for their approval. **Kennedy** seconded the motion. **Motion carried.**

5. Annual List of Obligated Projects

Walker explained the list of obligated projects and presented a slideshow to members. Discussion ensued amongst members and staff.

6. CMAQ Grant Round Information and Project Scoring Criteria

Bogle stated the deadline for letters of intent was January 8th, he then gave an overview of the program. He reviewed the 16 letters of intent that were received. All projects developed from state agencies will be reviewed separately at the state level. **Finnigan** asked why the change in review for state projects? **Bogle** stated historically MPO's have dropped state projects to the bottom of the list. **Davison** stated to make the ranking process more fair.

Bogle continued that two projects from UNH are going to be evaluated by Strafford RPC. Full proposals are due April 1st. Staff will be in contact with the project contact person to make sure that staff has all the information needed to complete the air quality analyses of each application.

Everyone who submitted an application needs to attend a municipal project management workshop. There is one in Salem on Thursday, February 4th at 10 am and another one in Durham on Monday, February 8th at 10 am. If an applicant cannot make either of those meetings, then there is one in Concord at DOT. The workshop dates were sent to town officials in the towns that sent letters of intent.

Bogle stated project evaluations will take place at the regional level, staff will develop regional rankings and then send them to the state. DOT has developed a new set of statewide development criteria, but each region has their own regional evaluation criteria.

Staff reviewed the criteria used in the last CMAQ funding round and placed a greater emphasis on air quality benefits in the new criterion. There are several changes proposed to the regional criteria, in large part to streamline the list, to have a smaller number of higher point value criteria.

He then reviewed the changes: 1a/b – reductions in VOC and NOx; 2 - reduction in vehicle miles traveled; 3 – congestion mitigation; 4 – multimodal transportation; 5 – cost effectiveness; 6 – regional significance and planning process; a small bonus for municipal overmatch; and a criteria for communities that fund COAST who are in their service area.

Staff is not recommending a criterion used in the TE program, for a point reduction for communities that are not paying members of the RPC. DOT and FHWA has indicated that they would support the MPO should it choose to add such a criterion. **Bogle** stated staff's thought is that the CMAQ program is about creating air quality benefits for the entire region.

Staff is recommending maintaining the penalty related to COAST membership.

Finnigan asked if staff will be helping a community determine air quality benefits if they do not pay dues? Part of the dues that communities pay is for staffs help. If a town is receiving staffs help and not paying then all the other towns are paying their share. The RPC is a good organization and communities should contribute to it. There are many reasons to contribute, one is the services that staff provides to communities, such as air quality analysis. **Bogle** stated staff will be doing the air quality analysis for Salem because staff needs to ensure that a consistent methodology is used.

Davison asked if the RPC charges a fee to communities that do not contribute dues? **Walker** stated no, but it is an option going forward. **Davison** stated non paying communities could submit applications, but there will be a fee for analysis purposes and that staff must do the analysis for consistency purposes. **Kennedy** asked why the Town of Brentwood should pay for Salem's analysis? He continued that if Selectmen find out, there would be a mass exits.

Finnigan stated she thinks there should be a penalty for not paying dues. **Bogle** stated there is correspondence ongoing between the Town of Salem, RPC, DOT and FHWA about the fall out from the penalty use in the TE program. **Finnigan** stated the City of Portsmouth will write a letter not supporting projects from the Town of Salem. **Bogle** stated the TAC committee could recommend a criterion be added that penalizes a town for not being a dues paying member. The Policy Committee would have final say on whether the criterion be added. **Davison** stated instead of calling it a penalty, call it bonus points.

Timmons stated SRPC is also having the same problem with their communities not paying dues. They have decided to keep the bonus points for paying communities in their CMAQ evaluation process.

Walker stated all of the MPO's, state and federal partners are trying to establish consistent methodology statewide for projects. Different methodologies give different air quality benefit numbers. Once the methodology is established we could make non paying communities use it.

von Aulock stated she is on the COAST Executive Board and Stratham requested that COAST reconsider their cost formula for their community. The Board stated they would not change for Stratham.

Motion: **von Aulock** made a motion that a criterion be added to the CMAQ evaluation form that full paying dues members of the RPC receive 10 bonus points.

von Aulock stated one of the things she utilizes with the Board of Selectmen, in continuing to pay dues is to tell them the town will be penalized when applying for transportation funds through the RPC if they stop paying due. **Kennedy** seconded the motion.

Daley asked if all communities in the RPC region belonged to COAST. **Bogle** stated no, in COASTs case it is handled as a deduction of points, not a bonus. There would not be that equity issue in the RPC membership case because it would apply to every community. However, it would apply for projects received from the Hampton Beach Area Commission and C & J Trailway. Those two projects will be reviewed at the regional level. If bonus points are applied to communities, it would disadvantage the previous two projects.

Bogle then reviewed the new statewide scoring system. Members asked if the Hampton Beach Area Commission and C & J Trailway projects could be reviewed at the state level because they will have benefits in more than the RPC region. **Daley** suggested that the COAST and RPC membership criteria either both be a bonus or a penalty. **Motion carried with Daley opposed, DES and DOT abstaining.**

Motion: **Moore** made a motion to send the Hampton Beach Area Commission and the C & J Trailway projects to the state level for review. **Kennedy** seconded the motion. **Motion carried with Ditto opposed, DES and DOT abstaining.**

Motion: **Kennedy** made a motion to approve the CMAQ Project Scoring Criteria with the approved motions and present the document to the Policy Committee for their approval. **Tocci** seconded the motion.

Levine asked about the rational behind question #5. **Bogle** stated criterion #5 is the same as in previous rounds and after staff review it was found to be adequate. **Walker** stated if a project is reducing congestion it will show up by giving higher numbers under NOx and VOC (questions 1a and 1b). The item needs to be reviewed further.

Motion: **von Aulock** motioned to add 5 points to criterion #5 to make the total points available 15. **Moore** seconded the motion. **Motion carried.**

Kennedy and Tocci agreed to amend their motion to include adding a 5-point adjustment to criterion #5. Motion carried with DES and DOT abstaining.

7. TIP Amendment #4 Preview

Walker stated DOT is in the process of finalizing amendment #4; there are about 40 projects statewide; including a number of program that are changing. This is being done in preparation of a second Stimulus bill: some revised financial information and a revised understanding of when I-93 will be completed is included. He reviewed the changes to the I-93 project should the bill be passed.

8. Annual MPO Performance Report

Walker stated the report was published in January 2010. It outlines what transportation projects the RPC accomplished; what projects were delayed or projects that did not get done; what priorities were met and not met. The document is published on the RPC website and will be mailed to Town Managers, Board of Selectmen and Planning Board Chairman, as well as Planning Directors. Hopefully, the document will help during the budgeting process, when municipalities need to explain expenditures.

9. Congestion Management Process

Walker stated one of the final requirements of SAFETAE-LU is that MPO's must develop a Congestion Management Process. It is a set of actions that try to manage and track the transportation system and congestion management in the region and implement strategies to deal with the congestion. He then reviewed how the process is being linked to existing programs and gave a slideshow presentation. The plan is to have the document adopted at the July MPO meeting.

10. Project Updates

There was brief discussion about project updates after the memo was distributed.

Motion: Tocci made a motion to adjourn at 11:00 a.m. **Kennedy** seconded the motion.
Motion carried.

Meeting adjourned at 11:00 a.m.

Respectfully submitted,

Roxanne M. Rines
Recording Secretary