

DRAFT

RPC MPO Policy

Minutes

REDC Office, Raymond
April 12, 2017

Members Present: Phil Wilson, Chair, and Dan Derby, North Hampton; Glenn Coppelman and Peter Coffin, Kingston; Tim Moore and Julian Kiszka, Plaistow; Barbara Kravitz and Ann Carnaby, Hampton; Don Hawkins, Seabrook; Lucy Cushman and Leo Gagnon, Stratham; Erik Dykeman, Sandown; Katherine Woolhouse, Exeter; Joan Whitney, Kensington; Phil Winslow, Rye; Mike Turell, Atkinson; Chris Cross and Denis Hebert, Newington; Stephen Gerrato, Greenland; Jim Doggett, Newton; Joe Foley, Epping; Alissa Welch, Christina Sapp and Gretchen Gott, Raymond; Don Marshall, Fremont; Elizabeth Strachan, NH DES; and Glenn Davison, NH DOT.

Others Present: Victoria Sheehan, NH DOT Commissioner; Lisa Wilson, Conservation Commission Chair, North Hampton; Carolyn Matthews, Carol and Wayne Watjus, Raymond.

Staff Present: Cliff Sinnott, Dave Walker, Scott Bogle, Christian Matthews and Roxanne Rines.

6:30 p.m. Policy Meeting Opened

1. Introductions

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

2. Planning Update – Town of Raymond, Christina Sapp, RPC Commissioner and Planning Technician

Sapp reviewed some of the larger projects that have been or will be presented to the planning board for review.

3. Minutes from March 8, 2017, RPC Policy Committee

Motion: **Doggett** made a motion to approve the minutes of March 8, 2017, as written. **Winslow** seconded the motion. **Motion carried with one abstention.**

Sinnott thanked the REDC for hosting tonight's meeting. He introduced the RPC's newest employee, Christian Matthews, GIS Analyst.

4. Meeting with Victoria Sheehan, NH DOT Commissioner

- A. Update from RPC/MPO: Current issues and priorities – **Sinnott** thanked the Commissioner for attending another RPC MPO meeting. He stated he had a powerpoint presentation all set-up explaining the MPO's work, but was reminded that the Commissioner is aware of what the MPO does and the idea is to let her speak to members.
- B. Comments from Commissioner Sheehan / C. Q & A: MPO Members – She thanked the RPC for inviting her and giving her a chance to update the organization. She spoke about some of the challenges and issues facing the department. She gave an overview of what's happening at the Statehouse concerning the transportation budget.

Discussion ensued about funds for fixing town bridges; improvement obligations; the use of the Volkswagon settlement funds; fleet management and outside vendors.

Sheehan spoke about meeting with federal officials about federal transportation funding; there will be no increase in federal transportation funding as promised.

She stated DOT is going to have a very active construction season and asked members to be patient when passing through active construction sites. Discussion ensued about the gas tax structure and how revenues are spent; understanding level of service; implementing the surcharge fee at vehicle registration: miles per hour traveled, weight of vehicles; ways to have tourist pay for using NH roads; importance of infrastructure; and maintenance needs of DOT's vehicles and equipment.

Discussion ensued about the Long Range Plan; 10-Year Transportation Plan; Technical Alternatives Program; the Congestion Mitigation Air Quality program; forecasting future transportation needs of the State; fiscal constraints; and adopting a complete street program.

Wilson thanked the Commissioner for her updates and attending the meeting.

7:48 PM PUBLIC HEARING OPENED

5. Public Hearing: Review/Adopt Coordinated Public Transit Human Service Transportation Plan for Southeast New Hampshire (RCC Region 10)

Bogle stated today is the last day of the public comment period for the updated plan. The RPC is part of two Regional Coordination Council (RCC)'s: 1) Greater Derry-Salem region with the Southern NH Planning Commission; and 2) the Southeast NH RCC/ACT region with Strafford Regional Planning Commission. Plans need to be updated every 5 years.

The core requirements of these Coordinated Plans include: 1) an assessment of transportation needs for individuals with disabilities, older adults and persons with limited incomes; 2) an inventory of available transportation services identifying areas of redundant service and gaps in

service; and 3) recommendations to address the identified gaps in service, expand coordination to eliminate or reduce duplication in services and improve the efficient use of resources.

Bogle summarized the plan's findings and recommendations. Discussion ensued.

8:10 PM PUBLIC HEARING CLOSED

Motion: **Cross** made a motion to adopt the Coordinated Public Transit Human Service Transportation Plan for Southeast New Hampshire (RCC Region 10). **Turell** seconded the motion. **Motion carried.**

Sinnott thanked Raymond for providing tonight's refreshments.

6. Draft 2019-2028 Ten Year Plan Submission – Summary of Process, Project Requests and Prioritization

Walker gave a powerpoint presentation reviewing the project selection process and the 3 steps involved: 1) considering the eligibility of the projects submitted for federal funding and the feasibility of the proposal; 2) apply the selection criteria to the projects that meet step 1; and 3) apply the budget target that DOT provided to the MPO. The result is that 18 new projects were identified.

He reviewed the top projects in table 3. Using the DOT budget, the MPO could expect their first 10 prioritized projects to be included in the Ten-Year Plan. Discussion ensued. He continued that after some discussion the TAC committee recommended leaving the ranking order as presented by staff. **Walker** then reviewed the comments received at the TAC meeting.

Motion: **Winslow** made a motion to submit the Prioritized List of projects as presented to DOT for inclusion in the 2019-2028 Ten Year Plan including TAC's comments. **Doggett** seconded the motion. **Motion carried.**

7. Draft 2018-2019 United Planning Work Program – Work Elements, budget and potential scope changes

Walker stated the United Planning Work Program guides the RPC staff's work over the next two years. It establishes the planning priorities, processes and tasks to be undertaken into expected activities and work products with general timeframes for completion.

DOT has stated the current budget will be the same amount of funding as has been used since Fiscal Year 2014. He reviewed some of the reductions in scope to adjust for increased cost and level funding. **Walker** gave an overview of the reorganization completed in task areas within each category. Discussion ensued.

Motion: **Coppelman** made a motion to approve the 2018-2019 United Planning Work Program and submit to NH DOT. **Plumer** seconded the motion. **Motion carried.**

Motion: **Doggett** made a motion to Authorize the Executive Director to execute the contract with NHDOT for the 2018-2019 UPWP. **Turell** seconded the motion. **Motion carried.**

8. Project and Program Updates

A handout was distributed.

9. Other MPO Business

None.

8:44 RPC MPO Meeting Adjourned