

# MONTACHUSETT METROPOLITAN PLANNING ORGANIZATION (MMPO) MEETING

Minutes of May 17, 2017

S. Woelfel representing MassDOT Secretary Stephanie Pollack called the meeting to order at 1:00 p.m.

## I. Introduction

### SIGNATORIES PRESENT

Steve Woelfel, MassDOT; Arthur Frost, MassDOT Highway; John Telepciak, MRPC; Trevor Beauregard, Gardner; Gordon Robertson, Leominster; Mohammed Khan, MART; Heather Budrewicz, Subregion 2; Paula Bertram, Subregion 3; Noreen Piazza, Subregion 4;

### MEMBERS AND GUESTS PRESENT

Jeff Hoynoski, MassDOT District 2; Sarah Bradbury, MassDOT District 3; Nikki Tishler, MassDOT OTP; Steve Nims, Ashburnham; Travis Brown, Hubbardston; Tracy Murphy, Winchendon; Bonnie Mahoney, MART

### STAFF PRESENT

Brad Harris; George Kahale; George Snow; Sheri Bean; Brian Doherty; Kaitlyn Olbrich

## II. Public Comments

There were no public comments to be made.

## III. Approval of April 19, 2017 Minutes

A motion was made to approve the April 19, 2017 MPO Meeting Minutes as presented. The motion was seconded and passed with A. Frost and N. Piazza abstaining.

## IV. Montachusett FFY 2018-2022 Transportation Improvement Program (TIP)

- *Review/Response to Comments Received to Draft*
- *MPO Endorsement of FFY 2018-2022 TIP*
- *MPO Endorsement of Self Certification Statement*
- *MPO Endorsement of Global Warming Solutions Act Requirements*

B. Harris indicated that the draft TIP was put out for a 21-day public comment period that ran from April 21<sup>st</sup> to May 11<sup>th</sup>. During that time, we received comments from MassDOT, the Federal Highway Administration (FHWA) and one community. Altogether, we received 10 comments requiring a response. In addition, the issue related to available target funds for the various federal fiscal years, was discussed at a special TIP Project meeting held on May 10<sup>th</sup> prior to the Montachusett Joint Transportation Committee (MJTC) meeting. Comments received as of May 10<sup>th</sup> were also reviewed by the MJTC.

B. Harris then reviewed each comment as well as a response for the MPO to consider and approve. Related to the available target funds, B. Harris indicated that after discussions with MassDOT and communities, no project could be identified as a possible FFY 2018 target eligible thus leaving approximately \$1.3 million available. However, a few potential projects were identified as possibilities pending community submittals to MassDOT, Project Review Committee (PRC) approval and design

implementation. These projects have the possibility of being fast moving designs due to their limited scopes and could subsequently be amended into the TIP.

B. Harris also reviewed a final draft based upon the comments and the planned responses and indicated that each federal year was fiscally constrained as required. In addition, the corrections to the Transit Element have been included. These corrections simply removed some duplicate listings in a couple of the fiscal years. No changes were made to project costs or descriptions.

A motion was made and seconded to open discussion on the Draft TIP presented along with the responses to the comments received for both the Highway and Transit Elements.

A question was asked regarding the projects moved into FFY 2020 and 2022 from the Appendix and their design status. B. Harris indicated that they were at preliminary design and that their Transportation Enhancement Criteria (TEC) scores would have them in approximately the middle of the prioritized listing.

A. Frost indicated that the District 3 office is looking at safety improvements on Route 140 in Gardner in conjuncture with something being planned in District 2. It could be a fairly quick project that could be ready for 2018 at around \$900,000 to \$1,000,000. A. Frost wanted to alert the MPO that it may come before them in the future.

A motion was made to have the MPO endorse the FFY 218-2022 Montachusett TIP as discussed. The motion was seconded passed unanimously.

B. Harris presented information related to the MPO Self Certification process and the requirements of the Global Warming Solutions Act.

A motion was made to endorse the MPO Self Certification. The motion was seconded passed unanimously.

A motion was made to endorse the requirements of the Global Warming Solutions Act. The motion was seconded passed unanimously.

**V. Montachusett FFY 2017-2021 Transportation Improvement Program (TIP)**

- *Review/Response to Comments Received on Draft Amendment #4 to FFY 2017 Transit Element*
- *MPO Endorsement of Draft Amendment #4 to FFY 2017 Transit Element*

B. Harris reviewed a requested Amendment #4 to the FFY 2017 Transit Element related to the cost changes to two listed projects. The change is based upon updated costs submittals and expected bids. Based upon the cost amounts to be changed, it was the decision of the MPO to release this change as an amendment. The 21-day comment period ran from April 21<sup>st</sup> to May 11<sup>th</sup>. During which time no comments were received.

A motion was made and seconded to approve the Adjustment #2 as presented.

A question was asked about the size of the cost changes. B. Mahoney indicated that in one instance the scope of the project was expanded based upon state requirements that need to be in place by 2018 and the second paving project was reduced. The cost is based on the bid price received.

The motion for the MPO to endorse Amendment #4 to the FFY 2017 Transit Element was passed unanimously.

## **VI. Montachusett Critical Urban Freight Corridors (CUFC) and Critical Rural Freight Corridors (CRFC)**

- *Review/Response to Comments Received on Draft CUFCs and CRFCs for the Region*
- *MPO Endorsement of Draft CUFCs and CRFCs*

B. Doherty reviewed the proposals made for the MRPC region to the *Critical Rural Freight Corridor* (CRFCs) and *Critical Urban Freight Corridor* (CUFCs) that were put out for a 21-day public review and comment period. We had one comment from Devens related to adding Barnum Road to the proposal. This was discussed with MassDOT and agreed to that it should be part of the network. In order to remain within the target figures given for our region, it was necessary to remove an equal number of CUFC miles. This was done in the Lunenburg area on Leominster-Shirley Road near the P. J. Keating gravel operation.

A motion was made and seconded to approve the CUFCs and CRFCs as presented.

Discussion followed related to use of Leominster-Shirley Road by Keating's and whether it is appropriate to remove this section as well as funding eligibility as part of the freight network. N. Tishler indicated that as far as MassDOT can tell regarding the federal regulations, these freight designations can be changed as appropriate if there is a need or the situation changes.

The MPO requested that the MRPC reach out and inform P.J. Keating and the town of Lunenburg of these freight designations.

The motion for the MPO to endorse the *Critical Rural Freight Corridor* (CRFCs) and *Critical Urban Freight Corridor* (CUFCs) designations in the region as presented was passed unanimously.

## **VII. Montachusett Unified Planning Work Program (UPWP)**

- *Review and Discussion of Draft UPWP*
- *MPO Release of Draft UPWP for Public Review and Comment*

S. Bean discussed the proposed draft UPWP and the various task efforts included for the upcoming 2017-2018 program year. She referred members to a handout that outlined some of the new tasks planned including a freight corridor identification and screening, a regional development initiative, local ADA transition plan development, a regional transportation needs assessment and a coordinated plan update. The overall program year is budgeted at \$725,032 (\$647,248 in "PL" funds, \$62,227 in FTA funds and \$15,557 in Local Transit matching funds).

A question was asked if MPO members had received a full copy of the draft beforehand in order to fully review it rather than a summary as presented at the meeting. In addition, it was asked of staff if within the UPWP there was any inclusion for beginning work on a Regional Transportation Plan (RTP) Update.

B. Harris indicated that the full UPWP had not gone out to MPO members beforehand and there was no inclusion of work on a RTP Update; however, if this is a point of emphasis by the state, an RTP Update can be worked into the UPWP.

The MPO decided to not release a draft UPWP at this time. The MRPC will forward copies of the draft to MPO members before the next MPO meeting and will incorporate suggestions made at the meeting today.

## **VIII. Updates**

- *MassDOT Highway Division*

J. Hoynoski indicated that the Royalston bridge project on Stockwell Road over Lawrence Brook is at 75% and is moving along; Winchendon North Royalston Road bridge over Tarbell Brook was advertised with an opening on September 26<sup>th</sup>; and Winchendon Route 12 resurfacing project was also advertised and the bid opening is August 8th.

A. Frost indicated that the Fitchburg/Leominster/Lunenburg Summer Street project is expected for an advertise date in August; it is at the PS&E level. Gardner Matthews Street bids were opened and PJ Albert appears to be the winner. Hubbardston Route 68 was advertised April 22<sup>nd</sup> and bids are due to be opened in the fall. Lunenburg Chase Road (Route 13) PS&E is due to be advertised June 17<sup>th</sup>. The Gardner/Leominster/Sterling HSIP project at 3 locations is approaching 25% design level and should be advertised next summer.

- *Transit*

G. Kahale mentioned that last night, the Ayer Board of Selectmen approved a design for a parking lot with a deck for 200 spaces commuters. Weston & Sampson has started the design for the project. Besides the deck there will be a pickup and drop off area and pedestrian plaza. Hopefully, the project will go out for construction bids by the end of the year with construction for next year.

M. Khan indicated that a shuttle service has begun that connects workers in the Fitchburg/Leominster area to industries in Devens. Shirley and Ayer residents are also utilizing those buses to access shopping areas in Fitchburg and Leominster.

- *MJTC*

B. Harris indicated the next MJTC meeting is scheduled for Wednesday June 14<sup>th</sup> at 6:30 pm. The nominating committee will present a slate of officers for the upcoming year and the election will occur in July. Appointment forms for the MJTC are going out to this month and next, so communities should be on the lookout for them. There is a handout available announcing a series of public meetings for the state's Capital Investment Plan (CIP). There was one held last night in Leominster with another one scheduled for tonight in Worcester.

- *MRPC*

J. Telepciak indicated that the MRPC is also working on a slate of officers to be voted on at the next meeting and the MRPC will be moving to the Doyle Conservation Center on June 24<sup>th</sup> so the next MPO meeting will still be held here in this conference room. Also, the MRPC has hired a new planner for the staff.

## **IX. Administrative Matters**

- *Next MPO Meeting*

B. Harris indicated that he received an email from John Columbus stating that he is no longer a selectman and therefore can no longer serve as the Subregion 1 representative. We still have an Alternate from Westminster but we will reach out to Templeton and the other subregion communities to see if there is any interest in filling the position. A procedural question was asked if the Representative has to be a selectman. B. Harris indicated that according to the Memorandum of Understanding for the MPO, the Representative and Alternate must be a selectmen but once selected they can appoint an official designee to represent them.

The next MPO meeting will be held on Wednesday June 21st at 1:00 PM.

**X. Adjournment**

There being no further business the meeting adjourned at 3:00 p.m.

**DOCUMENT/EXHIBITS PRESENTED AT MEETING**

MPO 5 17 2017 Agenda

4 19 17 MPO Minutes

Int Parties Draft TIP FC Memo 4 20 2017 ENGLISH

Draft Comments Responses TIP 5 12 2017

FINAL DRAFT Summary 18 22 5 17 2017

FINAL TRANSIT LIST FFY18-22 TIP Transit 5 8 2017

FFY 2017 Transit Amendment 4 Summary

MONTACHUSETT REGION CRITICAL FREIGHT CORRIDOR PROPOSAL

Draft UPWP Summary 5 10 2017

18.22.Draft.CIP.Public.Meetings.Flyer