

Central NH Regional Planning Commission

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Transportation Advisory Committee

November 4, 2016

APPROVED Minutes

Bow Municipal Building, Bow, 10 Grandview Road, Bow

9:00 A.M.

Attendees	
Barbara Annis, Town of Warner	Betsy Bosiak, Town of Epsom
Emilio Cancio-Bello, Town of Sutton	Larisa Djuvelek-Ruggiero, Mid-State RCC, CAPBMCI
Adam Hlasny, SNHPC	Rob Mack, City of Concord
Ted Mitchell, Town of Pittsfield	Richard Moore, Town of Chichester
Stan Prescott, Town of Loudon	Heather Shank, City of Concord
Matt Taylor, Town of Bow	Christine Trovato, Town of Henniker
Stephanie Verdile, Town of Pembroke	Harry Wright, Town of Bradford

Commission Staff: Sam Durfee, Steve Henninger, Jennifer Mock, Craig Tufts, Dean Williams

The meeting began at 9:07 A.M, called to order by Chair, Barbara Annis.

Review and Approve Minutes of the June 3, 2016 TAC Meeting

A motion was made to accept the minutes of the June 3, 2016 TAC meeting as written.

M/S/Passed Betsy Bosiak/Emilio Cancio-Bello

Review and Approve Meeting Notes of the October 7, 2016 TAC Meeting

A motion was made to accept the notes of the October 7, 2016 TAC meeting as written.

M/S/Passed Ted Mitchell/Stephanie Verdile

Transportation Alternatives Program(TAP) Regional Ranking

Dean Williams presented a slideshow including the TAP project applications submitted and the criteria for ranking each project. Dean mentioned that in the past NHDOT has approved each RPCs/MPOs number one ranking although the weight of these rankings only account for 6% of the total. Dean reviewed each of the TAP applications submitted throughout the region. The information provided included the project location, a brief

description and approximate cost of each project. The projects included sidewalk improvements along West Main Street in Bradford, a trails project connecting Manchester Street to Loudon Road in Concord, in Henniker extending Western Avenue sidewalks, in Hillsborough sidewalks connecting the downtown district to the business district and in Pembroke improved sidewalks and a proposed recreational path near the Three Rivers School. Thirteen individuals including five CNHPRC staff members and eight TAC members scored the TAP applications based upon the scoring criteria. The ranking placed Concord in first, Bradford in second, Pembroke in third, Hillsborough in fourth, followed by Henniker in last.

Based upon this scoring, and prior to finalizing the rankings, discussion was had among members present. Many individuals felt that Concord has an advantage due to financial readiness. The smaller towns have a disadvantage because they have to go to town meeting in order to budget funding sources compared to Concord who can designate funding more quickly. While TAC members agreed it was unfair to smaller communities Concord remained as the number one TAP application project within the region.

A motion was made to accept the TAP application rankings as presented for the Transportation Alternatives Program.

M/S/Passed/Opposed Matt Taylor/Ted Mitchell/ Stephanie Verdile

Transportation Improvement Program

Dean Williams mentioned the Ten Year Plan update is coming up which means staff will be working on the regional Transportation Improvement Program (TIP). Staff continues to work with NHDOT along with other Regional Planning Commissions to finalize the criteria for those projects. CNHPRC will have access to the Decisions Lens software used to rank the projects. Criteria should be finalized in December and project submittals by the end of January. Dean discussed a number of projects from past TIP update cycles and potential projects for this round.

Community Technical Assistance Program (CTAP)

NHDOT has opened up a pot of funding to reduce impacts of the I-93 expansion along the corridor. The funding would be eligible only for communities along the corridor. These towns would include Pembroke, Allenstown, Bow, Concord and Dunbarton. The funding will be focused on planning of transportation demand type projects including ridesharing, carpooling, and transit-oriented development. CNHRPC currently has an application in for the region, focusing on working with the Towns within the region in coordination with CommuteSmart NH. A second phase is included with the application that would include coordination outside the region with other RPCs across the State. CNHRPC is scheduled to hear back on the status of the application in December or January. They funding would have a July 1, 2017 start date.

Special Projects

- Concord Pedestrian Master Plan

Craig Tufts noted that a Draft Concord Pedestrian Master Plan is complete and will be reviewed Monday, November 7th by the subcommittee. Once the subcommittee has finished their review, the draft plan will be sent to William Rose at NHDOT for his review and comments. The plan identifies concerns with pedestrian access throughout the City and also gives general

recommendations for the concerns. Dean Williams mentioned that it would be great if Craig could share and/or present the plan at a future TAC meeting as it includes information that would also be relevant to more rural Towns within our community.

- Bow RSMS & Culvert Inventory Project Request

Dean Williams mentioned that the Bow RSMS pilot program is coming to a close. CNHRPC staff has been working with NHDOT, UNH and Bow's public works director to wrap up the program. Deering and Dunbarton have already expressed an interest in the program and are ready to get started once the pilot is complete. The goal of NHDOT is that all the Towns in the state will be using the same program in the future. Currently there is no integrating between the old RSMS software and the new software. Additionally, the majority of the work will fall on CNHRPC staff rather than the Towns. CNHRPC will be required to complete the data collection, data entry and manage the database rather than the Town road agents and public works directors. This will limit the users on the systems and maintain consistency. The new software will allow for various ranking and weighting options for the Town's use including road condition, road importance and road volume. It will provide recommendations for repairs, cost estimates, etc. Dean noted that once a Town completed the initial RSMS process, future updates would not be able to be completed using CHHRPC UPWP funds. This would be an added cost to the Town.

- Concord – Franklin Transit Feasibility Study

Dean Williams indicated that CNHRPC staff would be meeting at NHDOT today with NHDOT staff and others involved with the feasibility study to discuss moving the project forward in preparation for the next CMAQ round.

- Special Project Request

Craig Tufts shared a special request put forth by CNHRPC to assist local communities in coming together in an effort to assist with planning for creating a continuous rail trail system. The planning efforts would focus on linking a rail trail system from Concord to Claremont and Hillsborough to Hopkinton. The work will involve coordination throughout multiple communities, developing a trails committee, creating a planning document with what the trails would look like and creating formal agreements with both public and private landowners for the use of the trails.

A motion was made to accept the special projects request as written and presented.

M/S/Passed Stephanie Verdile/Matt Taylor

Regional Updates/Other Business

- Regional Traffic Counting Program

CNHRPC has completed all traffic counts for the 2016 season. Staff is currently working on updating the town traffic count spreadsheets and will post on the CNHRPC website once completed. Traffic count requests for 2017 will be sent out after the first of the year. Betsy Bosiak (Epsom) asked whether it would be advisable to work together with other Towns to

avoid duplicate traffic count requests within the same area or near Town lines. Dean Williams responded that he does look at the requests sent in from each Town prior to completing traffic counts as to avoid these duplications. He also added that it would be best to contact him directly rather than trying to coordinate with other towns because he would most likely have the other Town's request on file.

- CommuteSmart Central New Hampshire

Craig Tufts commented that the CommuteSmart NH Statewide Challenge had just ended on October 31st. Prizes will be given to those who logged the most commutes and miles for each method of smart commuting including biking, walking, carpool, transit and telecommuting. CNHRPC is hoping that the CTAP application will be approved as it will allow for continued updates to the Trip Logger, increased coordination and participation statewide for ridesharing efforts.

- Mid State Regional Coordinating Council

Dean stated that the volunteer driver program (VDP) continues to provide rides throughout the region however are currently less than a few years back. Larisa Djuvelek-Ruggiero (Mid State RCC) provided a handout to TAC members including the VDP ridership by fiscal year. Dean noted the continued need for volunteer drivers and membership support from each Town. Larissa added that the VDPs are currently working to update their Title VI, non discrimination plans. Also, the Mid State RCC currently has 26 members with only 3 members from local communities. She urged Towns to provide a transportation advocate from their local government to ensure their local seniors and disabled persons were getting where they need to. The next meeting date is set for Tuesday, December 13th.

Next Meeting Date

The next TAC meeting was scheduled for January 6, 2017 at 9:00 A.M., at the Bow Town Hall.

Meeting Adjournment

The Meeting was adjourned at 11:06 A.M.