

**Central NH Regional Planning Commission**

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**Transportation Advisory Committee**

**January 8, 2016**

**Approved Minutes**

Bow Municipal Building, Bow, 10 Grandview Road, Bow

9:00 A.M.

<b>Attendees</b>	
Barbara Annis, Town of Warner	Larry Anderson, Town of Allenstown
Tim Blagden, BWANH	Emilio Cancio-Bello, Town of Sutton
Neal Cass, Town of Hopkinton	Bob Cole, Town of Loudon
Larisa Djuvelek-Ruggiero, Mid-State RCC, CAPBMCI	Linda Dusenberry, NHDOT
Dean Hollis, Town of Boscawen	Rob Mack, City of Concord
Michelle Marshall, NHDOT	Ted Mitchell, Town of Pittsfield
Richard Moore, Town of Chichester	Stanley Prescott, Town of Loudon
Jim Pritchard, Town of Pittsfield	Heather Shank, City of Concord
Matt Taylor, Town of Bow	Christine Trovato, Town of Henniker
Tim White, SNHPC	Harry Wright, Town of Bradford, CNHRPC

**Commission Staff:** Sam Durfee, Steve Henninger, Michael Larson, Jennifer Mock, Michael Tardiff, Dean Williams

The meeting began at 9:02 A.M, called to order by Chair, Barbara Annis.

**Introductions**

All TAC members and guests present introduced themselves.

**NHDOT Highway Safety Improvement Program (HSIP) Presentation – Michelle Marshall**

Michelle Marshall, Highway Safety Engineer with the New Hampshire Department of Transportation (NHDOT) presented on the Highway Safety Improvement Program (HSIP) and Road Safety Audits (RSA). The HSIP is regulated by the Federal Highway Administration. New Hampshire currently receives \$9 million dollars per year for this program. There are three ways that projects can enter the HSIP – traditional, systemic and by RSAs. Ms. Marshall discussed all three methods in further detail. Ms. Marshall focused her discussion on RSAs and talked about their requirements. Ms. Marshall mentioned that typically the HSIP

Committee is looking for low cost safety projects. In addition she provided details on completed RSAs, showing the before/after pictures and highlighting the improvements. These RSAs were recently completed across the state including Intersection Safety Improvements in Lebanon and Lyme.

NHDOT has recently developed a new RSA application. Applications are accepted annually with approximately four completed each year. The applicant must include the location description, specific problem(s) to be addressed, show that no project was completed in the last five years addressing safety concerns, that previous studies indicating countermeasures to be too expensive at location, crash data proving a fatality or serious injury in the past 10 years, traffic volumes and signatures from the NHDOT District Engineer, Municipal official and RPC official. Rob Mack (Concord) asked what factors were considered i.e. drunk driving, texting while driving, etc. Ms. Marshall noted that these factors were reviewed. Barbara Annis (Warner) questioned whether or not an application could be submitted for potential problems. Ms. Marshall indicated that only existing conditions and crash history would be reviewed and not potential problems. There is no cost to the municipality to complete an RSA. Ms. Marshall stated that if any municipalities were interested in a RSA within their town to reach out to CNHPRC.

### **NHDOT Update**

Linda Dusenberry began the update by informing the TAC that the draft Ten Year Plan has been submitted to Governor and Council and NHDOT is waiting on approval from the Governor. There is a January Statewide Transportation Improvement Program (STIP) amendment that is additionally being reviewed. Currently there are three projects in the January STIP Amendment from our region including a bridge in Warner, corridor improvements on 3A in Bow and a Loudon/Canterbury project. Ms. Dusenberry noted that NHDOT is hoping for approval in February on the amendment.

Ms. Dusenberry touched briefly on Fixing America's Surface Transportation Act (FAST Act) funding that has recently been approved and will help tremendously to improve transportation infrastructure throughout the State. Discussion was had among members' present regarding the FAST Act program, process and funding. Mike Tardiff added that Nancy Mayville from NHDOT will be presenting more information on the Fast Act at the CNHPRC Full Commission meeting on January 14th for anyone that would like to attend.

### **Review Minutes of the October 2, 2015 TAC Meeting**

A motion was made to accept the minutes of the October 2nd, 2015 TAC meeting as written.

*M/S/Passed Ted Mitchell/Bob Cole*

## **Special Projects**

- Concord Pedestrian Master Plan
  - Mike Tardiff shared the progress of the Concord Master Plan explaining that the public outreach portion of the project had been completed. Craig Tufts, CNHRPC staff member has been attending regular meetings with the TPAC Bike/Ped subcommittee. In addition, the subcommittee has completed the outlining of the content and mapping portion of the project.
  
- Bow RSMS & Culvert Inventory Project Request
  - Dean Williams provided the progress of the Bow RSMS project by informing the TAC that the data collection and entry portion and initial analysis of the pilot project has been completed. The budgeting and forecasting is set to begin over the next few months. Mr. Williams mentioned that he is aware of a few towns that are interested in implementing a RSMS program within their municipalities; however, because this is a statewide pilot program the projects must remain on hold. Mr. Williams has had communications with NHDOT to let them know that various towns have shown interest however at this time the project is confined to the state's schedule.
  
- Concord Boarding and Alighting Study
  - Dean Williams provided an update on CNHRPC's progress with the Concord Boarding and Alighting Study noting that the study was completed in November. CNHRPC staff has completed the data entry and analysis portion of the project and has begun working on the draft report which should be completed in late January. CNHRPC has received funding for the study for FY16 and FY17.

## **Regional Updates/Other Business**

- Regional Traffic Counting Program
  - Dean Williams provided the TAC with an update on the progress of the regional traffic counts explaining that the traffic counts have been completed and the data is available for viewing on the CNHRPC website. Dean urged members to contact him if anyone requires additional information regarding these counts. Traffic counting requests for 2016 will be sent to the towns at the end of January to beginning of February.
  
- Mid State Regional Coordinating Council
  - Larisa Djuvelek-Ruggiero provided the TAC with updated ridership numbers for the months of November and December 2015, noting that rides were a bit higher in the month of December compared to November. In FY16 there have been a total of 2,467 rides provided. There are currently 35 volunteer drivers. CAPBMI has been actively receiving client donations however they are working to raise additional money for the program in order to meet their match requirement. A donation request has recently been sent to the Bank of New Hampshire.

- Concord – Franklin Transit Feasibility Study
  - Mike Tardiff shared the progress of the Concord – Franklin Transit Feasibility study noting that CNHPRC and LRPC had been asked to include an analysis of the connection between the two regions, in order to determine what the demand and how much funding and match would be required for the project.
  
- Other Business
  - With the approval of the Fast Act funding, FHWA has put an emphasis on freight. Michael Tardiff mentioned that CNHRPC may consider completing a freight plan as a special project through its UPWP. CNHRPC would like to consider engaging local companies carrying freight within our region and develop an Advisory Committee to assist with completing this plan.
  - Barbara Annis (Warner) suggested reviewing the TAC Bylaws and officer positions at the next meeting.

#### **Next Meeting Date**

The next TAC meeting was scheduled for February 5th, 2016 at 9:00 A.M., in the Bow Town Hall.

#### **Meeting Adjournment**

The Meeting was adjourned at 9:53 A.M.