

**Central NH Regional Planning Commission**

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**Transportation Advisory Committee**

**Bow Town Office Meeting Room C 10 Grandview Rd**

**February 7, 2025**

**Meeting Notes**

9:00 A.M.

**Attendees**

Betsy Bosiak, Town of Epsom (chair)

David Tilton, SNHPC (virtual)

Karri Makinen, Town of Bow

Ross Wood, NHDOT (virtual)

Alec Bass, Town of Concord

William Rose, NHDOT (virtual)

Karen Hill, City of Concord

Jack Wade, NHDES (virtual)

Carolyn Cronin, Town of Pembroke

Robyn Payson, Town of Hillsborough (virtual)

Tim Blagden, Town of Warner

Russ Tatro, Town of Webster (virtual)

Richard Moore, Town of Chichester

Neal Cass, Town of Hopkinton

**Commission Staff:** Mike Tardiff, Craig Tufts, Stephen Henniger, Vincent Pagano (virtual), Riley Stafford (virtual)

**1. Call to Order and Introductions**

**The meeting began at 9:04 AM, called to order by Chair, Betsy Bosiak.**

A review of in-person attendance revealed a quorum was met. All present TAC meeting participants and guests, both in person and virtually, provided a greeting and brief introduction.

**2. Review and Approve the October 25, 2024 TAC Meeting Minutes.**

A motion was made to approve the October 2024 minutes. The motion passed unanimously. The December meeting notes were reviewed but not voted on, as there was not a quorum in December.

**4. NHDOT Ten Year Plan Update, Project Funding, and Ranking/Scoring**

Craig provided an update on the 2027-2036 Ten Year Plan update. The initial project rankings developed by the TAC this fall were are being reviewed by the New Hampshire Department of Transportation. We will be

receiving NHDOT review comments in the next month. At the next TAC meeting, the TAC will need to review the NHDOT comments and make a recommendation to the CNHRPC TAC on which project or projects should be included into the draft Ten Year Plan. The process is for the TAC to make a recommendation to the CNHRPC Full Commission, who makes the final vote on what to send to NHDOT. The CNHRPC Full Commission has typically gone forward with the TAC recommendation.

Craig reminded the group that the top projects included Henniker Street improvements in Hillsborough, Glass Street storm water and complete streets in Pembroke, Bradford West Main Street sidewalks, and NH4/Wittmore Rd safety improvements in Salisbury. The CNHRPC TAC will need to decide which project or projects to fund within the CNHRPC regional allocation. Craig noted that in the previous round we dipped into this round's funding in order to fully fund the top three regional priorities. As a result less funds are available for new projects this round. Dollar amounts are expected to be available at the next meeting.

Craig noted priorities must be sent to NHDOT by the end of March, so the TAC must take action at a mid-March so they can be approved by the CNHRPC Full Commission in advance of the deadline.

### **5. Transportation Alternatives Program (TAP) Regional Scoring**

Craig reminded the group that the TAP program funds bicycle and pedestrian infrastructure. It is a competitive application administered by NHDOT. The Regional Planning Commissions are responsible for ranking the applications submitted in the region, which makes up 20% of the NHDOT's scoring criteria. The TAC must agree on how to score and rank the TAP projects, including the scoring criteria used.

Craig detailed the NHDOT criteria for assessing and scoring transportation project applications. In the past CNHRPC has used the NHDOT criteria. Craig noted the CNHRPC staff have drafted some additional criteria for the regional rankings to use in addition to those on the NHDOT application.

Craig reviewed options for additional scoring criteria such as potential for success, safety, and regional priorities. He is preparing a summary of each town's status in these areas to facilitate fair comparisons.

Craig reviewed the five TAP applications, including Bradford West Main Street Sidewalks, Concord Merrimack River Greenway Trail, Hopkinton Contoocook Village Sidewalks, Sutton Bicycle/Pedestrian bridge and Rail Trail, and Warner Bicycle/Pedestrian bridge and Rail trail.

There was robust discussion on the projects, the scoring criteria, and who should do the scoring. The TAC agreed to the scoring criteria and weights proposed at that meeting, and agreed the scoring should be open to all TAC members rather than a scoring subcommittee. Staff will develop scoring materials and project information for the TAC to use and will share it via email.

The TAC will review the results of the scoring at the March TAC meeting. If more time is needed to make a selection, it can be carried over to the April meeting in advance of the April 25 deadline to NHDOT.

### **6. CommuteSmart NH Update**

Vincent provided an update on the Commute Smart New Hampshire's transportation demand management program, including the upcoming annual business-to-business spring challenge, in May.

### **5. Next Meeting**

The next TAC meeting was scheduled for Friday, March 21, 2025.

## **6. Other Business**

Craig and Mike reported that CNHRPC Staff had been coordinating with the Town of Hopkinton and NHDOT on improvements to the Main St/NH 103 intersection in Hopkinton, known as the Cracker Barrel intersection. The intersection is scheduled to be repaved this summer, and the plan is to take advantage of this opportunity to make a safety improvement to the intersection by removing the right turn slip ramps. This was a success in planning and collaboration between the Town, CNHRPC, and NHDOT Safety, Pavement, and District. Craig noted that the location was the subject of a demonstration project two years ago that helped set the stage for implementation.

**The meeting was adjourned at 10:39 AM by chair, Betsy Bosiak.**

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