

# **MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING**

**MINUTES OF September 12, 2018**

**Meeting Held at**

**MRPC OFFICES**

**464 ABBOTT AVENUE, LEOMINSTER, MA 01453**

J. Wyman called the meeting to order at 6:30 p.m.

## **I. Introduction**

### **Members**

Jon Wyman, Westminster; Doug Walsh, Athol; Richard Kilhart, Athol; Paula Bertram, Lunenburg; Tracy Murphy, Winchendon; Keith Hickey, Winchendon; John Kilcoyne, Sterling; Jeff Hoynoski, MassDOT District 2; Sarah Bradbury, MassDOT District 3

### **Non-Members**

Bonnie Mahoney, MART

### **Staff**

Brad Harris, George Snow, Brian Doherty, George Kahale

## **II. Public Comments**

There were no public comments.

## **III. Approval of August 8, 2018 Minutes**

It was the consensus of the MJTC to approve the August 6, 2018 MJTC minutes as printed. K. Hickey abstained.

## **IV. Federal Transit Administration (FTA) Project Funding Programs**

- *Discussion of FTA Funding by Bonnie Mahoney of MART*

B. Mahoney from the Montachusett Regional Transit Authority (MART) provided a presentation that outlined the various Federal Transit Administration (FTA) funding programs utilized by MART. The funding programs and their requirements, applications and availability to the RTA were discussed. This included Sections 5303, 5307 and 5310 among others. Programming of eligible projects to the Transportation Improvement Program (TIP) and how funds can carry over based on their year of obligation were explained.

## **V. Montachusett Coordinated Public Transit-Human Services Plan (CPT-HSTP)**

- *Review and Comments of Draft CPT-HSP Update*
- *MJTC Recommendation on Draft CPT-HSTP*

G. Kahale presented the Draft Update of the Coordinated Public Transit-Human Services Plan (CPT-HSP) Update. He indicated that the purpose of this plan is to identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation. The plan is updated every 4 years. Mr. Kahale presented the results of a number of surveys and analysis showing demographic and socio-economic conditions in MART's service area.

The Montachusett MPO voted last month to release the Draft CPT-HSTP for a 21-day public review and comment period. This comment period began on August 28<sup>th</sup> and will close next week on September 17<sup>th</sup>. As of this date, we have not received any comments. The only change has been an update of a few tables related to information on the town of Littleton.

MJTC members discussed the demographics presented and the types of recommendations included in the plan.

A motion was made to recommend that the MPO endorse the Draft CPT-HSTP. The motion was seconded and passed unanimously.

## **VI. Transportation Enhancement Criteria (TEC)**

### *– Review and Discussion of Potential Revisions*

B. Doherty discussed with the MJTC the Transportation Evaluation Criteria (TEC) currently used by staff to evaluate and score highway projects for the TIP. Each year staff reviews those projects expected to compete for federal regional target funds and either updates existing TEC scores or conducts a TEC scoring for new projects. These scores help the MJTC and the MPO to prioritize projects so that the limited funds can address the highest scored projects. Although this is the goal of the TEC, sometimes high scoring projects have to be bypassed due to other issues, such as design status, etc., that would prevent it from being ready for inclusion in the TIP. This version of the TEC has been used for a number of years and the staff feels that it is time to review and re-evaluate the TEC to see where changes can be made that would result in a better scoring mechanism.

B. Doherty then reviewed the various TEC categories and questions with the MJTC. He indicated that this is being introduced to the MJTC tonight and that over the next few months, we would be having further discussions to see how it can be improved.

Discussion followed regarding issues with the TEC, initial staff ideas and how it can be made more efficient as well as how towns can improve their TEC scores.

## **VII. Montachusett Metropolitan Planning Organization (MPO) Subregion 3 Election**

### *- Subregion Representative Selection Results*

B. Harris informed the MJTC that as discussed last month the MPO had vacancies in the Representative and Alternate positions for Subregion 3 due to the appointees no longer on the Boards of Selectmen. Staff reached out to the communities in Subregion 3 to see if there were any individuals interested in taking over the positions for the rest of the term. Two individuals came forward, Jamie Toale from Lunenburg for Representative and Kara McGuire-Minar from Harvard for Alternate. An online poll was conducted of the member communities and both have been selected to their respective positions. Therefore, beginning this month at the next MPO meeting both members will be able to officially participate and vote as needed.

B. Harris also indicated that MPO Subregion 4 designee and MJTC representative from Lancaster Noreen Piazza has indicated that she will be retiring at the end of September. So, some additional changes on the MPO will need to be addressed.

## **VIII. Contract Status Reports**

### **a. Federal Transit Administration (FTA)**

G. Kahale indicated that the MRPC, on behalf of MART, is conducting a Non-Rider Opinion Survey. He encouraged everyone to help spread the word and to take the survey either by paper or online.

**b. Regional Transit Authority (RTA)**

G. Kahale stated, as indicated last month, the Ayer Parking Garage project is on hold due to the bids being too high. The project will be rebid sometime in December.

**c. MassDOT 3C**

B. Harris indicated that as the program year is coming to an end, staff is working to complete work under the current work program tasks. We will also be ramping up our public outreach efforts as part of the development of the next Regional Transportation Plan (RTP). We are looking at an online comment application at this time.

B. Harris also informed the MJTC of the upcoming 2018 MassDOT Moving Together conference scheduled for November 1<sup>st</sup> in Boston.

**IX. Administrative Matters**

*- Next MJTC Meeting Location*

The next meeting of the MJTC will be on October 10, 2018 at 6:30 p.m. here at the MRPC Offices.

**X. Adjournment**

There being no further business the meeting adjourned at 7:50 p.m.

**DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:**

9 12 18 Agenda  
8 8 MJTC Minutes  
FTA Funding Guideline  
FTA Fund Programs TIP  
Int Parties CPT HSP Update Memo 8 23 2018  
FINAL DRAFT CPTHST Plan Update 8 28 2018 EMail Ver  
CPTHST Plan Presentation  
TEC ver 3 BLANK  
RTP Goals and Objectives  
Subregion Reps Alts 9 1 2018  
2018 Moving Together Conference