

MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING

MINUTES OF APRIL 11, 2018

Meeting Held at

WESTMINSTER TOWN HALL

11 SOUTH STREET, WESTMINSTER, MA 01473

J. Wyman called the meeting to order at 6:35 p.m.

I. Introduction

Members

Sarah Bradbury, MassDOT District 3; Jeff Hoynoski, MassDOT District 2; Ken Chenis, Lunenburg;
Jon Wyman, Westminster; Tracy Murphy, Winchendon; Noreen Piazza, Lancaster

Non-Members

Vance Butterfield, Westminster; Jim Coogan, CDR Maguire Inc.

Staff

Brad Harris, Sheri Bean

II. Public Comments

There were no public comments.

III. Approval of February 14, 2018 Minutes

It was the consensus of the MJTC to approve the February 14, 2018 MJTC minutes as printed.

IV. Montachusett Transportation Improvement Program (TIP)

- *Review & Discussion of FFY 2018-2022 TIP Amendment #4*
- *Review & Discussion of Draft FFY 2019-2023 TIP*

B. Harris reviewed the FFY 2018-2022 TIP Amendment #4. A few weeks ago, MassDOT informed us of the need for an amendment to the 2018 highway element. The first part of this amendment is to remove project #607127 Hubbardston – Bridge replacement, H-24-009, Evergreen Road over Mason Brook under section 2A (State Prioritized Reliability Projects) from FFY 2018. This project will likely be going into FFY 2019. The second part involves a decrease to the cost of project #605094 Fitchburg – Bridge replacement, F-04-003, State Route 31 over Phillips Brook from \$4,738,140 to \$3,120,258. The MPO voted to release the amendment for a 20-day public comment period at their last meeting on March 28th. This comment period will be from 3/29/18 – 4/17/18. This is a shorter comment period than the standard 21-day comment period due to scheduling conflicts related to the MPO meeting dates.

Also, at the previous MPO meeting, an adjustment was brought up by MART regarding two projects under Section 5307 of the current FFY2018 TIP. One is the “Acquire – Bus Route Signing” which they were originally asking \$560,000 under federal funds and would now like to change it to \$360,000 based on cost estimate quotes. The remaining \$200,000 would be added to the “Up to

50% Federal Share” (operating funds) which would move the total federal cost for that project from \$2.1 million to \$2.3 million. MART, along with other RTA’s throughout the state, are facing budget reductions based on the most recent state budget. This adjustment would assist with their operating budget shortfall. These changes meet the criteria for an adjustment, as opposed to an amendment, because it is under a 10% total cost change. After review, the MPO agreed to endorse this administrative adjustment change to the current FFY18 TIP.

B. Harris mentioned that in addition to the adjustment changes, there were two new projects added under the Other Non-Federal line item; 1) Rehab/rebuild 35-ft bus and 2) buy replacement van. Because these projects are Non-Federal funded, i.e. they are 100% state and/or local funds, there is no requirement for them to be added to the TIP through an amendment. This was primarily for informational purposes.

FFY 2019-2023 TIP – Due to the snow cancelation of the March MJTC meeting, the TIP funding scenarios were never discussed as planned. The MPO was able to discuss the scenarios at their last meeting and put together a draft document recommendation. B. Harris referenced two handouts at the meeting, one that shows the full draft document that came out of the MPO meeting with the proposed project listing. He indicated that the bridge listing has not been released by MassDOT yet. The second handout shows a project summary as well as an additional project scenario that was proposed by MassDOT District 3 following the MPO meeting. Transportation Evaluation Criteria (TEC) scoring was explained and discussed along with the new MaPIT program that MassDOT recently launched. At the request of the MJTC, the MRPC will be making the TEC scoring sheets available for communities to review. After much discussion, the MJTC voted to recommend the MassDOT District 3 proposed TIP listing to the MPO for their consideration.

V. Westminster Transportation Planning Efforts

- Discussion of Current Projects & Issues Related to Transportation

J. Wyman mentioned that the town is moving forward with the three projects that are currently in the TIP and support letters were recently sent to the MPO. B. Harris indicated that project placement on the TIP is based on available target funds and project readiness. He recommended to keep the project designs moving forward in order to have higher chances of getting the projects on a more recent TIP year. There was discussion about trying to come up with some smaller dollar figure projects that could more easily squeeze into available funds in the various TIP years. V. Butterfield from the Westminster DPW indicated that this was discussed but there are only the three larger projects that they are focused on currently. The DPW would also like to review some of the scoring for the projects to see what information they can provide to help boost the TEC numbers. Discussion ensued regarding Route 140 projects, a potential project at the Route 2A & Depot Road intersection and potential changes to Main Street. B. Harris mentioned that the new MaPIT tool might be useful when determining potential projects as well.

VI. Montachusett FFY 2019 Unified Planning Work Program (UPWP)

- Review & Discussion of Draft FFY 2019 UPWP

S. Bean reviewed a handout that summarized a handful of proposed UPWP tasks for the upcoming year. These tasks include a Freight Corridor Analysis, Climate Change Program, Lunenburg Walkability and Parking Study, Pavement Management System and a Fatal Crash/Corridor Safety Analysis study. The full draft will be presented at the upcoming MPO meeting on April 18th. At that

meeting it is expected that the MPO will vote to release the draft for a 21-day public review and comment period.

VII. Contract Status Reports

a. FTA/RTA

B. Harris indicated that the Ayer commuter rail station parking facility and walkway is continuing to move forward.

b. MassDOT 3C

B. Harris mentioned that MRPC staff will be attending a Route 2 Safety Improvement Task Force meeting on April 18th at the Erving Senior Center. This is the second meeting of the newly revived group.

The Coordinate Transit Human Services Plan is nearing completion. It will be presented to the MPO for endorsement soon.

MPO Subregion meetings will be scheduled within the next few months. As part of this, a topic of discussion will be on the representative selection process as we are nearing the time when new representatives and designees need to be appointed.

At the May MJTC meeting we will have the yearly selection of the nominating committee. In June the slate will be presented and the elections will occur in July. Notices will also be going out to Planning and Select Boards for appointments to the MJTC.

The next MPO meeting is scheduled for April 18th at 1:00pm. At that meeting we expect to get the approval to release the draft TIP and UPWP for a 21-day public review and comment period. This will put us on track for endorsement at the May MPO meeting.

Traffic count season will be starting shortly. We will be utilizing our new bike & pedestrian counter within this program.

B. Harris also shared the unfortunate news of the passing of our MPO liaison, Nikki Tishler.

S. Bradbury stated that MassDOT District 3 has no new updates. All projects are currently on track and no delays are expected. J. Wyman inquired about the status of the Summer Street project. S. Bradbury responded that they are just waiting on a notice to proceed at this time and that construction should start sometime this spring.

VIII. Administrative Matters

The next meeting of the MJTC will be on May 9, 2018 at 6:30 p.m. in the new Prescott Building next door to the Lancaster Town Hall.

IX. Adjournment

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

DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:

4/11/18 Agenda

2/14/18 Minutes

Draft Amendment #4 to the FFY 2018-2022 TIP Memo & Summary 3 29 2018

MART MassDOT Adjustment 3 28 2018

FFY 2019 2023 FINAL TIP TEC Scores 3 14 2018

Lancaster 608779 TEC Scores 3 14 2018

MPO DRAFT TIP List 4 11 2018

MPO D3 TIP Comp(arison) 4 11 2018

UPWP Draft Tasks MPO 3_28_18

Nicole Tishler Obituary