

MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING

MINUTES OF October 10, 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; Ken Chenis, Lunenburg; Richard Maki, Sterling; Tracy Murphy, Winchendon; Sarah Bradbury, MassDOT District 3; Derek Krevat, MassDOT OTP; Cassandra (Gascon) Bligh, MassDOT;

Non-Members

Staff

Brad Harris, George Snow, Brian Doherty, George Kahale

II. Public Comments

There were no public comments.

III. Approval of September 12, 2018 Minutes

It was the consensus of the MJTC to approve the September 12, 2018 MJTC minutes as printed.

IV. Safe Routes to School Infrastructure Application Process

— *Presentation by Cassandra Gascon of MassDOT*

Cassandra Bligh from the MassDOT Planning gave a presentation on the Safe Routes to School (SRTS) Program and the Infrastructure Funding process. The “six e’s” (Education, Encouragement, Enforcement, Evaluation, Equity, and Engineering) of the program were discussed with the members in order to reacquaint them with the SRTS program goals. The presentation then discussed the new funding application process that will begin in November 2018. Members were then walked through the application process as well as eligibility guidelines for communities and projects and the review process to be undertaken by MassDOT.

S. Bradbury from MassDOT District 3 commented that the various Districts should be included in the process early on so that they can talk with their communities to work through any possible problems or issues before they submit a PNF.

A question was asked on if the school needs to start the project application. It was noted that they can but the way the process is set up through the MaPIT online process, the local community leaders, etc. will need to be involved and part of the process. It should be a collaborative process.

Further discussion followed regarding school participation, the role of the RPA in the process and how schools are being notified of the program.

C. Bligh indicated that she would provide the MRPC with a list of participating schools that can then be given to the members.

V. Montachusett Regional Transportation Plan

- *Review of 2016 Goals and Objectives*
- *Local Public Outreach Efforts*

B. Harris discussed with the MJTC the need to review and update the Vision Statement and Goals & Objectives from the 2016 Regional Transportation Plan (RTP) as part of the 2020 RTP Update. To begin this process, feedback from the MJTC is being sought on these items.

Staff then reviewed the prior Vision Statement and a first cut rewrite done by the MRPC. Members indicated that the revision as presented was less action oriented than the 2016 statement. K. Chenis stated that it may be better to determine what are the action words that the MPO is responsible for and then incorporate those into the Vision Statement that way it would be more reflective of what we are trying to achieve.

Discussion continued on the Vision Statement and ideas were presented to help revise it. Staff indicated that the MPO Memorandum of Understanding (MOU) would be reviewed related to the role of the MPO.

Staff then reviewed the first three Goals & Objectives from the 2016 RTP with members. Along with the prior Goals & Objectives, staff presented some revisions based upon internal discussions to the Goals. When reviewed by staff, it was felt that some of the Objectives from 2016 were more applicable to being labeled as Strategies that could help attain the Objective and then the Goal. As such, the initial staff revisions, reduced the number of Objectives for each Goal and relisted some as a Strategy under the new Objective.

Discussion occurred as each of the first three goals, objectives and strategies was reviewed and various recommendations and clarifications were presented. Staff indicated that changes will be reviewed and at the November meeting, the MJTC will continue to review the remaining RTP goals.

Staff then discussed the planned outreach efforts for the 2020 RTP development process. B. Harris indicated that they are asking members to let them know of any possible community events that may be an opportunity to present RTP information as well as any community or local organization that may wish to host a workshop on various aspects of the RTP.

VI. Transportation Enhancement Criteria (TEC)

- *Review and Discussion of Potential Revisions*

B. Doherty reminded the members that last month it mentioned that we wanted to begin a review of the Transportation Evaluation Criteria (TEC) currently used by staff to evaluate and score highway projects for the TIP. As part of this review, each TEC category and question would be examined in order to clarify, revise or rewrite them in order to be more appropriate and transparent. The current version of the TEC has been used for a number of years and we feel that it is time to review the TEC to see where any changes can be made that would result in a better scoring mechanism. The current TEC contains six categories with 25 total questions with a possible maximum score of 100. Discussion will focus on the first three categories, Condition, Mobility and Safety. Staff has already begun an internal discussion on these categories and questions and are using those revisions as a starting point for MJTC discussion.

Staff reviewed the individual categories and questions with the MJTC members. Discussion centered around the individual questions, data needed to answer particular questions and applicable scores. One point of concern centered on the ADT question under the Condition category. It was felt that rural projects are at a disadvantage when their ADT is compared to the ADT of urban projects. Staff will look at this issue and see if something can

be done to develop a mechanism that will put urban and rural ADT on a level playing field. Design status was also discussed as to whether or not a question should be established to take this into consideration.

B. Harris indicated that review of the remaining TEC categories and questions will be conducted at the November meeting. It is our hope to have a consensus on the new criteria in place by the end of the year so that it could be used in the next TIP development cycle which will begin early in 2019.

VII. Contract Status Reports

a. Federal Transit Administration (FTA)

G. Kahale indicated that the MRPC completed the Coordinated Plan Update and it was endorsed by the MPO at their September 19th meeting. MRPC, on behalf of MART, is conducting a Non-Rider Opinion Survey. Various shuttle service schedules will be updated in response to changes to the commuter rail schedule as well as due to work planned on the Fitchburg Line track work.

b. Regional Transit Authority (RTA)

G. Kahale stated the Ayer Parking Garage project is going to be rebid sometime in December. MART will be looking at the service in Athol for possible changes due to funding issues. A public meeting will be held soon to get feedback from the public.

c. MassDOT 3C

B. Harris indicated that as the new program year began on October 1st, staff will be initiating work on these work tasks. Three handouts were made available for:

- The upcoming 2018 MassDOT Moving Together conference scheduled for November 1st in Boston.
- A Save the Date announcement for a special program as part of the MRPC's 50th Anniversary to be held on November 2nd.
- A newspaper article announcing the awarding of recreational trail grant funds by the state. Three MRPC communities, Fitchburg, Lancaster and Phillipston, received awards.

VIII. Administrative Matters

- *Next MJTC Meeting Location*

The next meeting of the MJTC will be on November 14, 2018 at 6:30 p.m. here at the MRPC Offices.

IX. Adjournment

There being no further business the meeting adjourned at 8:00 p.m.

DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:

10 10 18 Agenda
9 12 18 MJTC Minutes
SRTS Meeting Presentation
RTP Goals and Objectives
Estimated RTP Outreach Efforts MRPC
2020 RTP VisionGoalObjectiveStrategy
Goals Objectives 10 2018 ver 1
VISION STATEMENT

TEC ver 3 BLANK
FFY 2019 2023 FINAL TIP TEC Scores 3 14 2018
2018 Moving Together Conference
Save The Date postcard 11-2-18
Rec Trail Announcement 2018