

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

**MINUTES OF SEPTEMBER 11, 2019**

**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; Richard Maki, Sterling; Veronica Kell, Townsend; Jessica Strunkin, Mass Development

### **Ex-Officio**

Sarah Bradbury, MassDOT District 3; Derek Krevat, MassDOT

### **Non-Members**

### **Staff**

Brad Harris, Brian Doherty, Sheri Bean, George Snow

## **II. Public Comments**

No public comments were made.

## **III. Approval of May 8, 2019, June 12, 2019 and July 10, 2019 Minutes**

A motion was made to approve the May 8, 2019, June 12, 2019 and July 10, 2019 MJTC Meeting Minutes as presented. The motion was seconded and passed unanimously.

## **IV. Election of Officers**

### *– Slate of Officers*

*Chair – Jon Wyman, Westminster*

*Vice Chair – Paula Bertram, Lunenburg*

*Secretary – Doug Walsh, Athol*

Being no floor nominations, a motion was made and seconded to have the Chair cast one ballot vote, on behalf of the MJTC members present, to elect the slate of officers as presented. The motion passed unanimously.

## **V. Montachusett ADA PROW Transition Plan Project Update**

### *– Presentation on the Status of the Public Right of Way (PROW) ADA Project*

George Snow presented on the status of the ADA Public Right of Way (PROW) Transition Plan project. Meetings were scheduled throughout the day on Monday 9/16/19 with the communities of Lancaster, Lunenburg and Winchendon to review a draft of the self-evaluation reports for each community. This project began this past June and MRPC staff has been working closely with Stantac, who is the ADA consultant hired to conduct the PROW ADA data for the three communities. Fieldwork has been completed in Lancaster and Lunenburg and is nearly complete in Winchendon who had the highest number of facilities to analyze. MRPC also conducted a

public outreach survey inquiring about specific locations within the communities that should be addressed for ADA compliance.

The next phase involves putting the transition plan together which is expected to start within the next week or so.

When asked why this project was being done, George mentioned that transition plans need to be in place due to a requirement by the Americans with Disabilities Act. By starting these plans and documenting this data, communities are putting themselves in a better position to address the issues and avoid potential negative situations that could occur without having this process started. Brad Harris mentioned that there may be additional opportunities for the MRPC to assist communities with their ADA planning work through our District Local Technical Assistance (DLTA) program. Baystate Roads also has workshops that they put together that involves ADA planning guidance. The MRPC website ([www.mrpc.org](http://www.mrpc.org)) has the latest information on the workshop dates and times.

## **VI. Limited English Proficiency (LEP) Access Plan Update**

### *– Presentation and Discussion of Draft LEP Plan*

S. Bean presented the Draft Limited English Proficiency Access Plan. The last plan update occurred in 2013. The current draft provides updated language data provided by American Community Survey (ACS) 5-year estimate data from 2010-2015. The most recent Census data does not have a language breakdown which is why the ACS data was used. This data has a high margin of error which creates some difficulties with updating the report accurately but it is the best data that was given at this time.

Based on the data provided, the Montachusett Region's top 5 languages are Spanish, French, Portuguese, Chinese and Hmong. The data shows that Townsend has the highest Hmong population and there was much discussion regarding this. Also surprising was the data showed that the community with the highest LEP population is Shirley. The area of concentration for this population appears to be in the vicinity of the state and federal facilities. It is possible that this could affect the numbers. The MRPC will continue to keep this in mind for future planning and outreach efforts. The document will be used to assist with translation efforts when doing public outreach in specific LEP populated areas.

## **VII. Future MJTC Topics**

### *– Discussion of Potential Future Meeting Topics*

B.Harris mentioned that the MRPC was looking to the communities for thoughts and ideas in regards to future MJTC meeting topics. Is there anything that we should cover or present that would be of interest to the members? J. Wyman mentioned that there were members who stated that a discussion on increased Chapter 90 funding would be of interest. J. Strunkin mentioned that there has been more transportation spending statewide, it would be good to discuss where that money is going. D. Krevat mentioned that the MassDOT studies on this topic could be presented in the future. The MDOT/MBTA Capital Investment program was mentioned as a possible presentation.

## **VIII. Contract Status Reports**

### **a. Federal Transit Administration (FTA) & Regional Transit Authority (RTA)**

B. Harris provided a handout and updated on the Ayer parking garage. The parking facility project continues to be constructed. It is expected to be completed by December of this year. MART is also continuing to work on the bus route performance evaluation. This evaluation is for buses and shuttles to analyze their performance and on-time status as part of performance measures for the Federal Transit Administration (FTA). The draft document is currently under review and will be presented at the MJTC in the future.

## **b. MassDOT 3C**

B. Harris indicated that there will be no MPO meeting in September and the next MPO meeting will be held on October 16<sup>th</sup> at 1:00pm at MRPC. MRPC recently signed a new contract with MassDOT to cover the upcoming program year which starts on October 1, 2019 to September 30, 2020. In the past there were multiyear contracts and the state has since changed the process to a one-year contract. They have also combined the PL funding with the FTA Section 5303 funding, which covers transit planning. These funding categories used to be separated and now they are combined into one funding source. The upcoming total funding amount will be for \$764,888 (\$676,534 in PL funds and \$88,353 in FTA 5303 funds). There is also a change in the match that was required by MassDOT in the past. They will now be providing that match which will give us additional funds.

Work is ongoing for a Walkability and Parking Study in Lunenburg. This project focuses on the Town Center and the Whalom area and analyzed the pedestrian safety and accessibility along with parking availability and access. Site visits and public outreach was conducted throughout the summer and the draft will be out for review within the next week or so.

MRPC staff is also wrapping up two additional studies. The Route 2 at South Athol Road interchange study. A draft was sent to the town for feedback and the final document is being compiled. The second study deals with the identification of fatal crash corridors in the region. Once the study is completed, work will begin in the new work year on a site-specific analysis.

There is a Moving Together 2019 conference in October that will be held in Boston. This year, Sheri has been asked to present on Montachusett Regional Trails Coalition and the new updated Regional Trail Guide that MRPC recently published.

## **IX. Administrative Matters**

- *Next MJTC Meeting Location*

The next meeting of the MJTC will be on October 9, 2019 at 6:30 p.m. at the MRPC Offices.

## **X. Adjournment**

There being no further business the meeting adjourned at 7:55 p.m.

### **DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:**

9 11 19 Agenda  
5 8 19 MJTC Minutes  
6 12 19 MJTC Minutes  
7 10 19 MJTC Minutes  
MRPC ADA PROW Transition Plan Project Update  
Lunenburg ADA Public Rights-of-Way (PROW) Transportation Plan Public Outreach Survey Form  
2019 Moving Together Conference  
Ayer Parking Facility