

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

**MINUTES OF FEBRUARY 12, 2020**

**Meeting Held at**

**MRPC OFFICES**

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

D. Walsh called the meeting to order at 6:30 p.m.

## **I. Introduction**

### **Members**

Doug Walsh, Athol; Richard Maki, Sterling; Peter Latchis, Leominster; Christopher McDermott, North Central MA Chamber of Commerce

### **Ex-Officio**

Sarah Bradbury, MassDOT District 3; Derek Krevat, MassDOT

### **Non-Members**

James Smith, Townsend; Dan Van Schalkwyk, Ayer;

### **Staff**

Brian Doherty, Sheri Bean, George Kahale

## **II. Public Comments**

No public comments were made.

## **III. Approval of January 8, 2020 Minutes**

A motion was made to approve the January 8, 2020 MJTC Meeting Minutes as presented. The motion was seconded and passed unanimously.

## **IV. Montachusett FFY 2021-2025 Transportation Improvement Program (TIP)**

- *Review of Project TEC Scores for FFY 2021-2025*
- *Review of TIP Target Allocations*
- *TIP Readiness Day Discussion*

B. Doherty discussed the ongoing development of the TIP for FFY 2021-2025. He presented and reviewed a list of target eligible projects that included updated Transportation Evaluation Criteria (TEC) scoring as well as their current design status. The projects will continue to be updated and refined as more data is made available. Staff met recently with MassDOT as part of TIP readiness Day. At this meeting, MassDOT individuals from various departments discussed the project status as they saw it as well as the projects potential for advertisement in a particular year.

The second handout presented listed the target figures for FFY 2021, 2022, 2023, 2024 and 2025 for the Montachusett Region. These were made available by MassDOT at the end of January. A comparison with the target figures utilized for the current FFY 2020-2024 TIP showed no changes in 2021, 2022, 2023 and 2024. The new target figure provided for 2025 does show a slight decline from 2024 levels, i.e. from \$11,462,749 in 2024 to \$11,195,149 in 2025.

The next step in the TIP development will be to develop funding scenarios for each federal fiscal year. These scenarios will be discussed in March for feedback. Our starting point for development of the scenarios will be the current TIP lists.

A question was asked about the TEC scoring and what the various numbers meant. B. Doherty then provided a brief discussion on the criteria scoring contained in the TEC.

Further discussion followed on the TIP and the project scoring process.

## **V. Montachusett FFY 2021 Unified Planning Work Program (UPWP)**

### *– Review, Discussion and Prioritization of Local Task Requests*

S. Bean reviewed with the members the latest responses from member communities regarding potential UPWP tasks. Staff has reviewed them and based upon a prior task equity analysis, developed a preferred ranking of the tasks. In addition, we have been contacted by a professor at Worcester Polytech Institute (WPI) to see if there were any potential projects that may be useful for students as part of their final projects. We have identified some that we feel could be useful to the students as well as us and that also address some of the potential tasks identified by communities. Discussions will continue to see if we can get some students on board for the start of the next program year in October.

From these discussions and reviews, we have identified four tasks that will likely be part of the UPWP. S. Bean then discussed the following with the MJTC:

- Townsend Walkability Study
- Sterling Walkability Study
- Hubbardston Pavement Management Program Assistance
- Fitchburg Route 12 Corridor Study

In addition, as mentioned previously, a potential Regionwide Intersection Analysis Study may be included that will cover 4 intersections mentioned by communities in their task requests. This analysis will hopefully have the assistance of some WPI students.

In order to flesh out these tasks, staff will be discussing their requests with the communities over the next month.

## **VI. MJTC Meeting Start Time Survey**

### *– Survey Results Discussion*

B. Doherty presented to the members an initial analysis of the survey results conducted of MJTC members regarding the start time of the meetings. Twenty-four (24) individuals responded to the survey. Of these 20 identified themselves as current MJTC members with 12 being community appointees and 8 organization or ex-officio members. From this review, the majority, over 75%, preferred a meeting time between 9:00 AM to 12:00 PM or 12:00 PM to 4:00 PM.

Further discussion followed regarding possible start times and survey results. At the March MJTC meeting, a further discussion will take place to determine an appropriate new time.

## **VII. Montachusett FFY 2020-2024 Transportation Improvement Program (TIP)**

- *Review and Discussion of Draft TIP Amendment #2*
- *MJTC Recommendation on Draft TP Amendment #2*

B. Doherty reviewed with the members a TIP Amendment #2 for the FFY 2020 Transit Element. The state recently announced Community Transit Grant Program award winners across the Commonwealth. In the Montachusett Region, three awards were made to Ashburnham, GAAMHA, Inc, and MART for the purchase of new vehicles for their programs. Because these awards involve federal funds, they need to be incorporated into the TIP. In addition, MART has received additional funding for the purchase of new buses. The MPO released the TIP Amendment for a 21-day public review and comment period that will end next week before the MPO meeting. To date, there have been no comments received.

The MJTC reached consensus to recommend that the MPO endorse the FFY 2020 TIP Amendment #2.

## **VIII. Contract Status Reports**

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

G. Kahale discussed with the members the Grand Opening of the Ayer Commuter Rail Parking Facility on January 20<sup>th</sup>. During the first week there was 65% capacity at the garage. Parking will cost \$4.00 per day with monthly pass at \$65.00. The second phase of the project will be improvements to the pedestrian facility and will include restrooms, shelters, etc. It is hoped that this will be completed by the end of the year.

A question was asked if there will be any electric car charging stations. G. Kahale indicated that there will be and that they are currently looking for funding to install the stations.

### **b. MassDOT 3C**

S. Bean stated that the ADA PROW Transition Plan Development for three communities continued for Lancaster, Lunenburg and Winchendon. Stantec has developed Draft plans for them that have been received and forwarded to the communities for their review. Public meetings have been scheduled to present the plans in the towns.

As mentioned earlier, we have been in discussion with WPI for some students to work on some of our upcoming UPWP tasks. We hope to know in the near future on this.

There is a notice available of an upcoming Public Hearing by MassDOT for a project in Gardner at Elm St/Pearl St/Central St/Green St. The meeting will be held on Thursday March 19 at 7:00 pm at the Police Department.

The MRPC plans to advertise for traffic interns for the summer beginning in March. We typically hire 2 interns to work on the Traffic Count program over the summer. If you know of any potential candidates, just keep an eye on the MRPC website where a notice will be posted.

B. Doherty made available to members information on the TEC as discussed earlier in the meeting.

## **IX. Administrative Matters**

### **- Next MJTC Meeting**

The next meeting of the MJTC is currently scheduled for March 11, 2020 at 6:30 p.m. at the MRPC Offices.

## **X. Adjournment**

There being no further business the meeting adjourned at 7:35 p.m.

**DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:**

2 12 20 Agenda  
1 8 2020 MJTC minutes  
FFY 2021 2025 TEC Scores  
Montachusett Federal Target Comparison  
UPWP Requests to Date  
Int Parties Draft TIP Amendment #2  
FFY 2020 Transit Amendment #2 MPO Release 1 29 2020  
Time Survey Analysis 1 28 20  
PUBLIC\_HEARING\_MEETING\_NOTICE\_609279  
Draft TIP Schedule 1 2020  
TIP Development Memo 11 25 2019  
TIP Project List  
UPWP Project solicitation memo  
UPWP requests to date