

MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING
MINUTES OF MAY 13, 2020
Meeting Held Online through GoToMeeting.com - Hosted by the MRPC

J. Wyman called the meeting to order at 2:30 p.m.

I. Introduction

Members

Jon Wyman, Westminster; Doug Walsh, Athol; Tim Kilhart, Harvard; Richard Maki, Sterling; Veronica Kell, Townsend; Tracy Murphy, Winchendon;

Ex-Officio

Laura Hanson, MassDOT District 2; Sarah Bradbury, MassDOT District 3; Derek Krevat, MassDOT OTP

Non-Members

Elizabeth Faxon, Townsend; Joshua Hall, Westminster; Jonathan Rockwell, TEC

Staff

Brad Harris; George Snow; Brian Doherty; Sheri Bean; George Kahale

II. Public Comments

No public comments were made.

III. Approval of April 8, 2020 Minutes

A motion was made to approve the April 8, 2020 MJTC Meeting Minutes as presented. Consensus was given to accept the minutes as presented.

IV. Selection of Nominating Committee

J. Wyman announced that as part of the election process for the MJTC, he would like to ask for a volunteer to serve as the convenor for the Nominating Committee. The convenor can then select up to three additional members for the committee. Their job will be to meet before the next MJTC and develop a slate of officers for the positions of Chair, Vice Chair and Secretary. The slate will be announced at the June meeting and the election will be held at the July meeting.

T. Murphy of Winchendon volunteered to be the convenor of the Nominating Committee. V. Kell of Townsend then volunteered to serve on the committee. Any one else interested in serving on the committee or as an officer was asked to contact B. Harris of the MRPC or T. Murphy directly.

V. Montachusett FFY 2021-2025 Transportation Improvement Program (TIP)

- *Review of Comments Received on the Draft FFY 2021-2025 TIP*
- *MJTC Recommendation on Draft FFY 2021-2025 TIP*

B. Doherty stated that the Draft FFY 2021-2025 TIP is out for a 21-day public review and comment period. He reminded members that the draft has been presented and discussed over the last few MJTC meetings. At the last meeting in April, the MJTC recommended a draft document to the MPO for release. The MPO subsequently voted to release the draft for public comment. That comment period began on April 24th and will end on

Thursday May 14th. To date we have received comments only from MassDOT on the Draft TIP. B. Doherty then reviewed the comments as well as the responses prepared by the staff to address the issues identified. An appendix will be added to the final document listing all comments and responses.

The MJTC was asked for a recommendation on the Draft TIP to be made to the MPO that is scheduled to meet next week on May 20th.

The MJTC reached consensus to recommend the MPO endorse the Draft FFY 2021-2025 TIP as presented.

VI. Montachusett FFY 2021 Unified Planning Work Program (UPWP)

- *Review of Comments Received on the Draft FFY 2021 UPWP*
- *MJTC Recommendation on Draft FFY 2021 UPWP*

S. Bean indicated that the draft FFY 2021 UPWP was put out for a 21-day public review and comment period just like the TIP and along the same timeframe. We have received comments from MassDOT, the towns of Sterling and Townsend, and just today, FHWA. A quick look at the FHWA letter showed a handful of comments but do not look too problematic.

S. Bean then reviewed each of the comments received so far along with the responses and changes made to the draft document.

A question was asked if a letter had been received from the Squannacook Greenway and if not, the town will make sure you receive it. S. Bean stated that as of now we did not receive such a letter.

The MJTC was asked for a recommendation on the Draft UPWP to be made to the MPO for their meeting next week.

The MJTC reached consensus to recommend the MPO endorse the Draft FFY 2021 UPWP as presented.

VII. Contract Status Reports

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

G. Kahale informed the members that the second phase of the Ayer Rail Facility is underway. The work will include a pedestrian plaza, a drop off section and a bus turn around. The building will have restrooms and a waiting area. Completion is expected by the end of this fiscal year.

MART is continuing to offer free ridership on their all of their bus services. They are doing various things to limit contact between the drivers and the passengers. In addition, they are undergoing a vigorous disinfection process on a daily basis. Overall ridership is down about 75% while Athol it is down only 30%. MART has also received about \$9.5 million from the federal government to help with cleaning and operations.

b. MassDOT 3C

B. Harris stated that near final versions of the ADA PROW Transition Plans for Lancaster, Lunenburg and Winchendon have been forwarded to the communities for their use. Some minor technical issues still need to be resolved. We will have a presentation on those plans in the future. Our traffic count program is on hold indefinitely due to the state COVID restrictions. We plan to look at the possibility of conducting regular counts along some key roads as a way to assess impacts and monitor growth. We will also look at the count budget for possible changes. Staff is continuing to work at home on various projects such as PMS data collection, Travel by Tourism and the Before & After Safety Analysis on two roundabouts in the region.

VIII. Administrative Matters

- *Future Meeting Time Schedule*
- *Next MJTC Meeting*

B. Harris shared some attendance figures with the MJTC that indicate that since the move to 2:30 PM a couple of meetings ago we have seen an increase in attendance by members and guests. We do not know if the online meetings have had an impact on attendance but we do intend to maintain a virtual presence when things return to normal.

J. Wyman asked members how they felt about the new meeting time and whether they wished to continue with it for the future. Based upon feedback, it was decided to keep the future meetings at 2:30 pm.

The chair also encouraged any new members to consider an office position with the MJTC.

The next meeting of the MJTC is currently scheduled for June 10, 2020 at 2:30 p.m. at the MRPC Offices or online.

IX. Adjournment

There being no further business the meeting adjourned at 3:15 p.m.

DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:

5 13 20 Agenda
4 8 2020 MJTC minutes
Int Parties Draft TIP UPWP Memo 4 21 2020 ENG SPA
FFY 2021 2025 Draft TIP No Maps
TIP Comments as of 5 5 2020
DRAFT FFY 2021 UPWP
UPWP Comments as of 5 5 2020