

MONTACHUSETT METROPOLITAN PLANNING ORGANIZATION (MMPO) MEETING

Held at
Montachusett Regional Planning Commission
464 Abbott Avenue, Leominster, MA 01453

Minutes of October 17, 2018

D. Mohler representing MassDOT Secretary Stephanie Pollack called the meeting to order at 1:03 p.m.

I. Introduction

SIGNATORIES PRESENT

David Mohler, MassDOT OTP; Sarah Bradbury, MassDOT Highway Division; Mary Jo Bohart, Fitchburg; Gordon Robertson, Leominster; Stephanie Lahtinen, Subregion 2; Jamie Toale, Subregion 3; Phil Duffy, Subregion 4; Glenn Eaton, MRPC; Bonnie Mahoney, MART

MEMBERS AND GUESTS PRESENT

Derek Krevat, MassDOT OTP; John Moran, MassDOT; Nicolas Bosonetto, VHB

STAFF PRESENT

Brad Harris; George Snow; Brian Doherty; George Kahale

II. Public Comments

No public comments were made.

III. Approval of September 19, 2018 Minutes

A motion was made to approve the September 19, 2018 MPO Meeting Minutes as presented. The motion was seconded and passed unanimously.

IV. Safe Routes to School Infrastructure Application Process

- *Presentation by MassDOT*

Derek Krevat 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 highlight the SRTS program goals. The presentation then discussed the new funding application process that will begin in November 2018. The application process as well as eligibility guidelines for communities and projects and the overall review process to be under taken by MassDOT was discussed.

S. Bradbury commented that during the project approval process when the towns are notified that the Project Development sections at the MassDOT Districts also be notified so that the Districts will know what projects, etc. are being proposed.

A question was asked on what the cost limit on projects would be and if there is any funding commitment requirement for the towns. D. Mohler indicated that the total budget for the SRTS program has not been finalized but they expect that projects will range up to \$1 million and the program requires no local funds as it will be administered and advertised by MassDOT.

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

- *Discussion of Transit Budget Adjustment*
- *MPO Action Related to UPWP Adjustment*

B. Harris explained to the MPO, that after endorsement by the MPO of the FFY 2019 Unified Planning Work Program (UPWP), we were notified of a revision to the Federal Transit Administration (FTA) Section 5303 Planning contract to the MRPC. G. Kahale then reviewed the proposed revisions that result in an increase to the overall budget as well as the FTA 5303 budget of \$5,946. To accommodate this budget change, the increase is to be spread out over five separate work tasks. Task budget increases range from \$496 to \$1,875. As part of the adjustment process, the MPO must be informed of the requested change and then the MRPC will submit a formal request form to MassDOT for their review and expected concurrence.

A motion was made and second to approve the adjustment as presented. The motion was passed unanimously.

VI. Tier 1 Transit Asset Management (TAM) Plan

- *Presentation by MART*

B. Mahoney from the Montachusett Regional Transit Authority (MART) explained to the MPO that transit asset management is a business model that uses transit asset conditions to guide the optimal prioritization of funding. The Moving Ahead for Progress in the 21st Century (MAP-21) Act required the Federal Transit Administration (FTA) to develop rules to establish a system to monitor and manage public transportation assets to improve safety and increase reliability and performance and to establish performance measures. The Fixing America's Surface Transportation (FAST) Act reaffirmed this requirement. On July 26, 2016, FTA published the Transit Asset Management (TAM) Final Rule. The goal of the Final Rule is to help achieve and maintain a state of good repair (SGR) for the nation's public transportation assets. As a designated recipient of Federal financial assistance that operates over 100 vehicles in peak revenue service, FTA required MART to complete a TIER I TAM plan by October 1, 2018.

A Tier I TAM Plan must include nine elements: an Inventory of Capital Assets; a Condition Assessment; the Identification of a Decision Support Tool or Processes; an Investment Prioritization; a TAM and SGR policy; an Implementation strategy; a List of key annual activities; an Identification of resources; and an Evaluation plan.

B. Mahoney then reviewed the various elements of the MART TAM plan with the MPO.

Discussion followed related to budget funding and the relationship and interaction between operating and capital funds.

VII. Federal Transit Administration (FTA) Project Funding Programs

- *Discussion of FTA Funding by Bonnie Mahoney of MART*

B. Mahoney from MART provided a presentation that outlined the various Federal Transit Administration (FTA) funding programs utilized by MART. The funding programs and their requirements, applications and availability to the RTA were discussed. This included Sections 5303, 5307 and 5310 among others. Programming of eligible projects to the Transportation Improvement Program (TIP) and how funds can carry over based on their year of obligation were explained.

VIII. Review of MassDOT Adopted Performance Measure 2 (Pavement/Bridge)

- *Presentation by MassDOT of PM2*
- *MPO Action Related to Adoption of MassDOT PM2*

J. Moran of MassDOT gave a presentation to the MPO members regarding the development and endorsement of Performance Measure 2 (PM2) related to National Highway System (NHS) bridge and pavement conditions. Federal Highway Administration (FHWA) established three performance measures that state Departments of Transportation and MPOs needed to adopt and track. Last month the MPO adopted the state measures for PM3 related to congestion, emissions and reliability. Because the MPO voted to accept the state PM3, the state tracking and reporting will be handled by the state. The same would be true for PM2. J. Moran then proceeded to discuss the establishment of 2- and 4-year targets for the states NHS bridge and pavement assets. The jurisdiction of the facilities as well as current trends, available data need to establish targets and meeting federal goals were reviewed.

Questions were asked related to pavement and bridge performance measures, funding related to projects as well as the state's targets.

A motion was made to approve and adopt the statewide PM2 targets as presented. It was seconded and passed unanimously.

IX. Boston Urbanized Area Memorandum of Understanding (MOU)

- Informational Presentation of Draft Boston UZA MOU

D. Krevat stated that the Boston Urbanized Area (UZA) MOU was initiated by FHWA's recent certification review of the other MPO's. As a result of the population growth of the Boston UZA, the designation of the Boston UZA has expanded west, north and south. The UZA MOU sets forward procedures for coordination between all MPOs and the states of New Hampshire and Rhode Island for a variety of different plans that involve data and information sharing and cooperation in general. The state has been working with all parties involved to establish this MOU. It is being discussed today for the MPO information and review. It will be brought back to the MPO for endorsement. David Mohler or the Secretary will be signing the MOU on behalf of all the MPOs included in the MOU.

X. Updates

- MassDOT Highway Division

S. Bradbury indicated that all of the regions FFY 2018 projects were advertised in 2018. The Gardner/Leominster/Sterling intersection improvements at three locations bids should be opened in mid-December. The Fitchburg Route 31 bridge will also be opened in December and the Gardner Pleasant Street bridge will be opened in January.

- Transit

B. Mahoney mentioned MART will be implementing some service and fare changes so public meetings are planned for October 24th at the Athol COA and the second at MART Offices on October 30th. Legal notices will be going into the papers soon. All changes are hoped to be in place by December 3rd.

G. Kahale mentioned that MART put out an RFP for operation, management and services for fixed route and demand services. Only one bid was received from the current operator. A new schedule has been put into operation for the Littleton Shuttle. There are some minor changes from the prior schedule. New schedules have been printed and are effective October 29th.

- Montachusett Joint Transportation Committee (MJTC)

B. Harris stated there are a couple of handouts. The first is for MassDOT's Moving Together Conference 2018 on November 1st. The second is a copy of a news article on recent Trail Funding awards in the

state. Three Montachusett communities received grants, Fitchburg, Lancaster and Phillipston. The MJTC has begun discussion and review of the RTP Goals and Objectives as well as a revision to the Transportation Evaluation Criteria (TEC) that we currently use to help prioritize TIP projects. The next meeting of the MJTC will be November 14th at the MRPC offices.

- *Montachusett Regional Planning Commission (MRPC)*

G. Eaton discussed recent DLTA funding as well as the pursuit of Federal Economic Development Administration funding to identify industrial development parcels in the region. Current DLTA contracts will be completed by the end of this year. The MRPC will be having a special meeting on renewable energy as well as the Commission's 50th Anniversary on November 2nd.

XI. Administrative Matters

- *Next MPO Meeting*

B. Harris indicated that the next MPO meeting is scheduled for November 21st which happens to be the day before Thanksgiving. If the MPO would like to move the meeting date or remain on the 21st is up to the members. D. Mohler informed the MPO to let staff know if they will be available so that the meeting can be planned accordingly.

XII. Adjournment

There being no further business the meeting adjourned at 2:35 p.m.

DOCUMENT/EXHIBITS PRESENTED AT MEETING

Revised MPO 10 17 2018 Agenda

MPO 9 19 2018 Minutes

UPDATED SRTS Meeting Presentation

Proposed Budget Adjustment FFY 2019 UPWP 10 17 2018

MARTs Tier 1 TAM Plan

FTA Funding Guideline

pm2Mpo10.12.18 (002)

DRAFT UZA Boston MA-NH-RI UZA Memorandum of Understanding - October 2018

2018 Moving Together Conference

Rec Trail Announcement 2018

Save The Date postcard 11-2-18