

MONTACHUSETT METROPOLITAN PLANNING ORGANIZATION (MMPO) MEETING

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

Minutes October 16, 2019

S. Woelfel representing MassDOT Secretary Stephanie Pollack called the meeting to order at 1:00 p.m.

I. Introduction

SIGNATORIES PRESENT

Steve Woelfel, MassDOT OTP; Nicolas Bosonetto, Fitchburg; Glenn Eaton, MRPC; Mohammed Khan, MART; Rosemarie Meissner, Subregion 2; Tim Kilhart, Subregion 3; Trevor Beauregard, Gardner; Mark Piermarini, Leominster

MEMBERS AND GUESTS PRESENT

Derek Krevat, MassDOT OTP; Jeffrey Hoynoski, MassDOT Dist. 2; Bonnie Mahoney, MART; Travis Brown, Hubbardston DPW; Mark Wetzal, Ayer DPW

STAFF PRESENT

Brad Harris; George Snow; Sheri Bean; George Kahale

II. Public Comments

No public comments were made.

III. Approval of July 17, 2019 Minutes

A motion was made to approve the July 17, 2019 MPO Meeting Minutes as presented. The motion was seconded and passed.

IV. Montachusett FFY 2020-2024 Transportation Improvement Program (TIP)

- *Presentation and Discussion on Potential Amendments*
- *MPO Action Related to Potential Amendments*

B. Mahoney indicated that MART is adding a project to the TIP in order to hire a consultant to assist with the development of the Transit Asset Safety Plan. Some preliminary pricing indicates a cost of approximately \$50,000. In order to stay within fiscal constraint, they were able to move money from an existing IT initiative and an electric use monitoring project, which were both over-funded in the transit element in 2020, to hire the consultant.

A motion was made to release the Amendment to the FFY 2020 Transit Element of the FFY 2020-2024 TIP for a 21-day public comment period. The motion was seconded and passed unanimously.

B. Mahoney then mentioned that MART has put forward an application to spend some of the unprogrammed Target funds in the highway element of the TIP on hybrid bus and van inventory. The application was for one large transit bus and for three smaller low floor cut-away bus. Currently there is \$800,000 of these funds unspent. The CMAQ consultation meeting will occur on 10/29 at MassDOT where it will be determined if the project will qualify. If the project passes CMAQ consultation than

MART will come back to the MPO to add the purchases of the buses on to the 2020-2024 TIP as an Amendment.

V. Limited English Proficiency (LEP) Plan Update

- *Review & Discussion of Draft*
- *MPO Action Related to Draft LEP Plan*

S. Bean referred to a draft document of the LEP Plan update. This draft was also presented to the MJTC in September. The reason for the update to the LEP was to coincide it with the Public Participation Plan (PPP) which will be updated in 2020. The language breakdowns in the region provided in the LEP will help inform the PPP. She then reviewed some of the data from the draft LEP. The LEP is a required document which identifies Limited English Proficiency persons in the region and reasonable steps to provide language assistance to LEP persons who seek meaningful access to MPO programs.

B. Harris mentioned that MART has offered to translate documents into Spanish in the past and that staff would seek a translation service if there is a need to provide documents in other languages.

B. Mahoney mentioned that MART has done similar analysis the past, and that one thing they found, specifically as it relates to the Hmong population, is that these Limited English Populations do not always read in their native language and so there was not always a need to translate.

A motion was made to release the Draft LEP Plan Update for a 21-day public comment period. The motion was seconded and passed unanimously.

VI. Updates

- *MassDOT Highway Division*

J. Hoynoski gave an update on a number of projects. Ayer, reclamation and related work on Route 2A is at 100% design and PS&E are due at the end of October; the Twin Cities Rail Trail 25% design is due on 11/10; Leominster, Route 13 is at PS&E; Shirley, Longley Road over the Mulpus Brook is at 75% design with 100% design due at the end of October; Westminster, Whitmanville Road over Whitman Brook is at 75% design; Athol/Phillipston, Route 2 resurfacing 75% design is due on 11/15.

- *Transit*

M. Khan indicated that the Ayer parking garage is progressing smoothly and MART is anticipating its completion by the end of the year. Improvement to Depot Square, which will include shelter and bathrooms will also be included in the project. He also mentioned that MART is working to establish a satellite office in Devens to help assist the Towns of Shirley, Ayer, Littleton, Harvard and Boxboro.

M. Wetzel mentioned that the parking garage project is going well from the town of Ayers perspective.

- *Montachusett Joint Transportation Committee (MJTC)*

B. Harris stated that the MJTC met on September 11th, and that there was a quorum. The group voted on officers, which remained the same as the current officers – Jon Wyman of Westminster as Chair; Paula Bertram of Lunenburg as Vice Chair; and Doug Walsh of Athol as Secretary. He mentioned work staff has done on the ADA transition plans in Lunenburg, Lancaster and Winchendon. He referenced a

handout for MassDOT's Moving Together Conference. He also referenced a handout of a media advisory which is for public workshops for the Transportation Climate Initiative (TCI). Also, the Montachusett Regional Trail guide is ready for distribution.

The MJTC decided to cancel the October meeting. The next MJTC meeting will be on November 13th at 6:30 pm here at the MRPC Offices. As of this time, the MJTC plans on not having a December meeting.

- *Montachusett Regional Planning Commission (MRPC)*

G. Eaton referenced a handout on various MRPC activities including CDBG work being done in Shirley which includes determining funding for roadway projects in town. He mentioned the Municipal Vulnerability Preparedness (MVP) program that is currently offering planning and action grants from the Executive Office of Energy and Environmental Affairs (EOEEA). Also, he mentioned the existence of a new "Makerspace" located in Orange and transit routes to access the location.

VII. Administrative Matters

- *Next MPO Meeting*

B. Harris indicated that the next MPO meeting is scheduled November 20th at 1:00 PM in MRPC offices.

VIII. Adjournment

There being no further business the meeting adjourned at 1:29 p.m.

DOCUMENT/EXHIBITS PRESENTED AT MEETING

MPO 10 16 2019 Agenda

MPO 7 17 19 Minutes

FFY 2020 Transit Amendment #1

LEP Draft 2019

MassDOT Media Release of TCI Public Meetings

Moving Together 2019 Flyer