

MONTACHUSETT METROPOLITAN PLANNING ORGANIZATION (MMPO) MEETING

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

Minutes January 22, 2020

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; Sarah Bradbury, MassDOT Dist. 3; Mohammed Khan, MART; Glenn Eaton, MRPC; Nicolas Bosonetto, Fitchburg; Gordon Robertson, Leominster; Tracy Murphy, Subregion 1; Rosemarie Meissner, Subregion 2; Phillis Luck, Subregion 3

MEMBERS AND GUESTS PRESENT

Derek Krevat, MassDOT OTP; Mike Bolduc, MassDOT Dist. 2; Travis Brown, Hubbardston DPW; Tim Kilhart, Harvard; Bonnie Mahoney, MART; Mary Jo Bohart, Fitchburg; Joshua Hall, Westminster; Vance Butterfield, Westminster; Greg Russell, VHB; Bob Szocilz, Templeton; Eric Atkins, Green International Affiliates; Michael Buraczynski, Green International Affiliates; Jon Wyman, Westminster

STAFF PRESENT

Brad Harris; Sheri Bean; George Kahale, Brian Doherty

II. Public Comments

No public comments were made.

III. Approval of November 20 2019 Minutes

A motion was made to approve the November 20, 2019 MPO Meeting Minutes as presented. The motion was seconded and passed unanimously.

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

- *Review of Project Listing for FFY 2021-2025*
- *Presentation on Westminster- Project # 607432 Route 140*

B. Doherty reviewed the TIP development process. A handout was presented which explains the TIP development timeline and information regarding the process along with a TIP development schedule of meetings and deadlines. The MPRC has been reviewing all current TIP projects as well as the projects in the appendix. These projects will be reviewed for Transportation Evaluation Criteria (TEC) scoring updates. We are also looking for new projects to be added. On Feb. 11th the MRPC will attend "TIP Readiness Day" where we will meet with MassDOT to review all projects and their status. Once all the projects have been evaluated, the FFY 2021-2025 TIP will begin to be drafted with funding scenarios. The MJTC and MPO will be involved in the TIP development and their feedback will be integrated into the final document.

A draft TIP document is expected to be presented in April at the MPO meeting with the hope of releasing the draft document for a 21-day public comment period. At the May MPO meeting we hope to address any public comments and endorse the final document.

J. Hall from Westminster introduced the consulting firm, Green International Affiliates, who have been working project #607432- Route 140 from Princeton TL to Patricia Road (Appendix). This project was established from the Rt. 140 Corridor Profile that was conducted by CMRPC and MRPC in 2010. This segment will be the final segment of the recommended improvements in the town of Westminster. The consultant reviewed the challenges of the project and the proposed improvements.

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

- Review & Discussion of Potential Task Requests from Member Communities

S. Bean reviewed with the members the memo sent out to member communities regarding the development of the FFY 2021 UPWP. Staff has asked the municipalities if they had any suggestions for tasks that could be incorporated into the next UPWP. The FFY 2021 UPWP is scheduled to be endorsed by the MPO by May 2020. Each year, we try to include a few tasks that assist towns with certain transportation issues by allocating funds and time in the UPWP. From the memo release, we have received responses to date from three communities; Fitchburg, Hubbardston and Sterling. We expect to hear from Townsend also. Each community has identified multiple issues that they would like examined. As part of the request, we have asked them to prioritize these issues so that we can properly address as many concerns as possible.

S. Bean then reviewed the requested tasks received with the members. The next steps in this process will be to review all of the requests, assess other required UPWP needs, confirm our anticipated funding allocation or budget, review an equity analysis of past funding and then identify what local tasks can then be addressed this coming year. Our goal to have a draft UPWP by April and an MPO endorsed UPWP by May.

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

- Review of FFY 2020 Transit TIP Amendment #2*
- MPO Action Related FFY 2020 Transit TIP Amendment #2*
- Review of Possible FFY 2020 Highway TIP Amendment*
- MPO Action Related to Possible FFY 2020 Highway TIP Amendment*

B.Harris indicated that the Community Transit Grant Program, administered by MassDOT, just announced a total of \$9.5 million for cities, towns and nonprofit organizations. A handout was provided that shows which organizations were awarded. Within the Montachusett Region, the town of Ashburnham, GAAMHA, Inc., and Montachusett Regional Transit Authority (MART) received funds to purchase new vehicles. Due to these awards, the current FFY 2020 TIP will need to be amended to reflect these transit vehicle purchases. A handout was provided that showed the added funding for the three projects. No existing projects were changed or removed.

In addition, MART requested a change under the FTA Program 5339. MART was recently awarded \$4.5 million for replacement buses under the 5339 Program. Under this program, MART plans to replace 10 large transit buses.

A motion was made to accept the FFY 2020 Transit TIP Amendment #2, along with the additional funding that was awarded for bus replacement, and release the document for a 21-day public comment period. The motion was seconded and passed unanimously.

There were no Highway projects to be amended, therefore, no discussion to lace on this issue.

VII. MassDOT Safety Performance Measure (PM1) – CY 2020

- *Review & Discussion of State Targets*
- *MPO Action Related to MassDOT PM1 for CY 2020*

D. Krevat mentioned that all MPO's throughout the country are required to adopt, per Federal Highway Administrations regulations that were passed in 2016, certain performance measures as developed by the their state or developed on their own. The five annual safety performance targets of *Total Fatalities, Fatality Rate, Total Incapacitating Injuries, Incapacitating Injuries Rate, and Total Number of Non-Motorized Fatalities and Incapacitating Injuries* were referenced in the presentation. MassDOT reviewed the proposed target numbers for the state for calendar year 2020.

The MPOs are asked to either adopt the statewide targets or to develop and report their own target numbers. Last year, the Montachusett MPO voted to adopt the state target figures. Adopting the Targets does not commit the MRPC region to achieving the numbers set in the Targets but says that the MRPC agrees with the MassDOT process.

A motion was made to adopt the safety performance measures developed by the state. The motion was seconded and passed unanimously.

VIII. Updates

- *MassDOT Highway Division*

M. Bolduc mentioned that the only FFY 2020 project in District 2 is Athol/Phillipston resurfacing on Route 2 is at final design and is expected to be advertised at the end of January. The Templeton Route 68 project is currently unfunded but MassDOT received the 75% plans and it's expected to be ready to go in FY 2024.

S. Bradbury mentioned that the Leominster Route 13 project and the Ayer Rt. 2A project from Harvard Road to Main Street are both at PS&E. Both projects are coming in over budget so they are expected to use the remaining funding balance for FY 2020. An adjustment to the FY2020 TIP is expected to happen as soon as the final numbers come in. Ayer is on track for a Spring advertisement and Leominster in the Summer.

- *Transit*

M. Kahn indicated that the Ayer parking garage is now open and parking is free until February 3rd.

B. Mahoney mentioned that MART is required by the FTA to create an Agency Safety Plan that is due on July 20, 2020. It is assumed that this will be a potential future MPO agenda item. They will be hiring a consultant to assist with this project.

- *Montachusett Joint Transportation Committee (MJTC)*

The MJTC is conducting a survey of its members regarding a possible change to the meeting start time from its current 6:30 pm. Staff has contacted members through Survey Monkey and will be providing the results to the MJTC at the February 12th meeting. A preliminary review shows a majority of respondents think an earlier start time during regular business hours would make it easier for attendance. To date we have had 24 responses.

An extension to the contract with Stantec was completed in late November - early December. As a result, the ADA PROW Transition Plans for Lancaster, Lunenburg and Winchendon is nearing completion. Stantec has submitted draft plans for each town to review. A public meeting in each community will be arranged to present the reports and to receive additional feedback. G. Snow of the MRPC has been coordinating these meetings with the towns.

S. Bean presented the final Lunenburg Walkability study to the Board of Selectmen in early December at a meeting held on the 10th. The same presentation was given to the MJTC at their January 8th meeting

The next MJTC meeting will be held on February 12th at 6:30pm.

- *Montachusett Regional Planning Commission (MRPC)*

G. Eaton referenced a memo on various MRPC activities including the creation of a Cyber Security Working Group, DLTA programs Request for the Delivery of Services that has been issued, and preparation of a Community Development Block Grant (CDBG) proposal for the town of Shirley.

IX. Administrative Matters

- *Next MPO Meeting*

B. Harris indicated that the next MPO meeting is scheduled for February 19th at 1:00 PM in MRPC offices.

X. Adjournment

There being no further business the meeting adjourned at 1:50 p.m.

DOCUMENT/EXHIBITS PRESENTED AT MEETING

MPO 1 22 2020 Agenda

MPO 11 20 19 Minutes

FFY 2021-2025 Memo dated 11/25/19

FFY 2021-2025 Montachusett TIP Development Schedule

FFY 2021-2025 TIP Project Listing

Improvements to Route 140 presentation & handout

UPWP Memo dated 11/25/19

UPWP Requests to Date

FFY 2020-2024 TIP amendment #2

Baker-Polito Administration Announces \$9.5 Million for Communities in Transit Grant Program Awards

MassDOT CY20 Safety Performance Measure Targets (PM1)

MassDOT PM1 presentation

MRPC Monthly Update memo dated 1/22/20

District Local Technical Assistance (DLTA) packet

MRPC Update Memo

MassDOT Public Informational Meeting on the Ashby – Intersection Improvements at Greenville

Rd/Turnpike Rd

2020 MRPC Meetings Calendar