

**MINUTES OF THE MEETING OF THE
MONTACHUSETT REGIONAL PLANNING COMMISSION (MRPC)**

**Doyle Center
464 Abbott Avenue
Leominster, MA 01453**



**THURSDAY, JANUARY 3, 2019
7:00 PM**

1. Open Meeting, Introductions and Announcements

G. Corbosiero called the meeting to order at 7:00 p.m. All present were introduced.

G. Eaton asked to take agenda items out of order. Members agreed.

2. Approval of December 6, 2018 MRPC Minutes

R. Hoyt moved that the minutes of December 6, 2018 be approved as printed. The motion was seconded and passed unanimously.

3. Treasurer's Report

3.1 Approval of Cash Schedule – December 2018

R. Hoyt read the December 2018 cash schedule. Total opening balance \$314,374.56; Total receipts this month \$157,280.45; Total cash on hand before this warrant \$471,655.01; Less: amount of this warrant (all cash disbursements) \$174,391.51; Balance after this warrant \$297,263.50.

B. Yocum moved to accept the December 2018 cash schedule as read subject to audit and to be placed on file. The motion was seconded and passed unanimously.

4. Administrative Matters

4.1 Attendance of Linda Quinlivan, Fiscal Manager at GMS Summit, May 2019

Glenn Eaton, Executive Director is requesting approval from the Commission for the attendance of Linda Quinlivan, Fiscal Manager at the GMS Summit which is being held from May 19 – May 22, 2019 in Myrtle Beach South Carolina. Training is for those users that are fairly new to the GMS Accounting Software. It is important Ms. Quinlivan attend this conference to be sure she is given the proper training on the software. Costs for registration, flight, hotel, meals and transportation is estimated at \$1,900. As of this date, MRPC has an available balance of \$4,900 in its Conference and Meetings Budget Line Item. This conference and associated costs will be charged to that line item.

L. Shifrin moved that the Montachusett Regional Planning Commission approve the attendance of Linda Quinlivan, Fiscal Manager at the above-mentioned conference for an estimated cost of \$1,900. This conference and associated costs will be charged to MRPC's Conference and Meetings Budget Line Item. The motion was seconded and passed unanimously.

4.2 Salary Caps

G. Eaton explained that at a later date he will recommend the following; that the Commissioners compensate employees of this agency at the expected market rate based upon the:

- Market Rate
 - Employees' meeting their respective expectations within each position
 - Geographic area and related socioeconomics; living costs and related factors
- Funding available to the agency for the fiscal year in question and for the future sustainability of the organization

At this point in time there are no minimum and maximum salary amounts ("pay ranges") for the MRPC's job descriptions. Based upon the above (market rate and funding availability) the Executive Director recommends that the Commissioners adopt pay ranges. During the research process that the Executive Director and other personnel will undertake, salary caps will be provided for all positions; this issue will be analyzed in the context of the future and sustainability of the organization.

The purpose of this proposal is to:

- Clearly communicate, to prospective and existing employees, the pay range that they may expect to earn, based upon receiving satisfactory personnel evaluations
- Provide minimum salary amounts based upon market rates, fundability and sustainability
- Provide salary "caps" for each position to provide clarity for all employees concerning their expectation for their highest, possible salary that may be earned for that position; the maximum salary cap matter will also be examined along with the potential for the adoption of a cost of living adjustment for those employees that reach the highest, possible salary earned for each, respective job title
- Assist with long-term budget planning

Salary research for all positions at multiple regional planning agencies and councils of government throughout the Commonwealth was completed in 2014 and 2017 by the Franklin Regional Council of Governments and the Berkshire Regional Planning Commission (BRPC), respectively. MRPC will seek new data for this research task. A report will be provided to the Commissioners no later than June 2019; the same month that the Commissioners will be asked to review and adopt the FY20 budget for the MRPC.

7. New Business

Rural Policy Planning

G. Eaton reported that the following is an excerpt from an email very recently received from Linda Dunlavy, Executive Director, Franklin Regional Council of Governments (FRCOG). The purpose of the email is to test the waters among all of the Executive Directors concerning the use of a portion of the DLTA allocations that are received by all regional planning commissions (RPAs) and councils of governments (COGs) to:

- Allocate DLTA funds for the Rural Policy Advisory Commission's writing of a MA Rural Policy Plan
- The intent of the Plan is to educate the State House and state agencies about the unique issues in rural MA and to create policy recommendations that will help rural MA prosper
- 3% of the statewide allocation of \$2.8 million of DLTA, yielding \$84,000, is a reasonable goal
- Cost estimated to be between \$50,000-100,000
- Hire a consultant to lead the development and writing of the Plan
- If less money is needed, we will request less funding from MARPA members or return unspent funding proportionally before the end of the DLTA year

MRPC's Executive Director is in favor of the proposal. He respectfully requests the approval of the Commissioners to use approximately \$7,905.60 of the MRPC's DLTA allocation of estimated allocation of \$197,640 in FY19 funding to contribute toward the above (see table below and related Resolution Requiring Commission Action).

"Hi MARPA Directors,

At our last few MARPA meetings we have discussed the idea of allocating DLTA funds for the Rural Policy Advisory Commission's writing of a MA Rural Policy Plan and I promised you some analysis of what that request would be. Tim strongly suggests that we try to hire a consultant to lead the development and writing of the Plan. I have contacted the Donahue Institute and am scheduled to talk to them soon to discuss. Other consultant suggestions welcomed.

My current estimate, based on the cost to create similar documents over the last few years, is that hiring a consultant to help us write the Plan will cost between \$50,000-100,000. \$50,000 would likely require additional time and effort from rural RPA staff and \$100,000 would be a project predominantly written by a consulting team. I'm thinking that allocating 3% of the \$2.8 million of DLTA, yielding \$84,000, is a reasonable goal. If additional funding is needed, the FRCOG is poised to kick more in and/or we can approach other organizations, like T for MA, to sponsor chapters of the Plan (this brilliant idea comes from Tim). And if less money is needed, we will request less from MARPA members or return unspent funding proportionally before the end of the DLTA year.

There are two ways that I have thought of to allocate this funding request. First is to simply ask all RPAs to contribute 3% of their DLTA budget to this

effort. This is clean and simple but perhaps not equitable. The second is to ask for a percentage of DLTA funds based on percent of rural communities in your region. Since I don't know how much DLTA each RPA gets, I'm not sure if this will yield more or less than \$84,000 but we could test the idea. Using a calculation (that I randomly made up) of RPAs with less than 25% of member municipalities designated rural contribute 1% of DLTA; RPAs with 25-50% rural municipalities contribute 2% of their DLTA; RPAs with 50-75% rural municipalities contribute 3%; and RPAs with more than 75% of municipalities designated rural pay 4%, the contribution would look like this:

RPA	Total	Rural	Percent % DLTA	
MAPC	101	11	10.89	1%
NMCOG	9	1	11.11	1%
OCPC	17	2	11.76	1%
MVPC	15	4	26.67	2%
SRPEDD	36	11	30.56	2%
PVPC	43	14	32.56	2%
CCC	15	9	60.00	3%
CMRPC	40	24	60.00	3%
MVC	6	4	66.67	3%
MRPC	22	17	77.27	4%
BRPC	32	30	93.75	4%
FRCOG	26	25	96.15	4%
NPEDC	1	1	100.00	4%

Please let me know:

- 1. If you are still willing to contribute DLTA for RPAC work.**
- 2. If you like the simplicity of the fixed 3% per RPA idea.**
- 3. If you prefer the idea of a graduated percentage based on something like the calculation described above. If you do like this, please let me know what your percentage would be so I can see if the formula I made up works. (If we go this route, I will eventually need info from all of you.)**

L. Shifrin moved Montachusett Regional Planning Commission agrees to allocated up to 4% (\$7,905.60) of its FY19 DLTA allocation of \$197,640 toward a mutual effort of the other ten regional planning agencies and two councils of government to fund the engagement of a consultant to Allocate DLTA funds to support the Rural Policy Advisory Commission's writing of a MA Rural Policy Plan where the purpose of said plan is to educate the State House and state agencies about the unique issues in rural MA and to create policy recommendations that will help rural MA prosper. The motion was seconded and passed unanimously.

FY20 Budget Schedule

G. Eaton stated that the proposed FY20 budget will be presented to the Commissioners in draft form on February 7th and on May 2nd; and, provided to the Commissioners for their approval on June 6th.

Snow Dates

G. Eaton indicated that we will need to establish back-up, snow meeting dates in case the Commissioners are unable to meet on Thursday, February 7th and Thursday, March 7th.

P. Duffy moved that, in the case of inclement weather on February 7 and March 7, 2019, the Montachusett Regional Planning Commission will meet on the following dates: February 12th and March 14, 2019. The motion was seconded and passed unanimously.

4.3 District Local Technical Assistance (DLTA) Program Presentation – What’s New in 2019

J. Hume informed gave an overview of the District Local Technical Assistance Program and informed members about all, eligible projects including areas of new eligibility and this year’s application and awards schedule.

A discussion took place among regarding potential DLTA projects and other matters affecting local communities, such as the EPA’s MS4 Storm Water Permitting, MA Office on Disabilities ADA Transition Grants program, Green Communities planning assistance for designation and administration of implementation grants, a 2019 rollout of the MRPC EPA Revolving Loan Fund (RLF) program for new loans and environmental site assessments and other programs. Discussion also took place regarding recreational marijuana and zoning.

5. Status Reports

5.1 Geographic Information Systems (GIS)

MRMapper & MOBILE APPS (GENERAL)

We have recently added a number of transportation-related layers to MRMapper and will be working on creating/updating WebApps related to these layers. It is anticipated that this project will be completed in late January or early February.

COMMUNITY-RELATED

Shirley Cemetery Mapping – We have received the database regarding plots and interments and are working with the Town to tweak the database for GIS conversion. The end results will be internal and public MRMapper applications for the two cemeteries. The MRMapper applications will allow users to search for interments and print maps showing plots. Additionally, the internal version will allow for editing/updates, as well as increased search functions, by the Town.

Westminster Assessor Mapping – This project has been completed.

Royalston Assessor Mapping – We are working on updating the parcel data and maps for the Town of Royalston and are waiting for some final information from the Town before we can complete the project. Once complete the Town’s MRMapper sites will be updated accordingly.

Westminster Zoning Updates – We have been working with the Town to update the Official Zoning map as well as a Proposed Zoning Change in the Hager Park area of Town. These projects are expected to be completed in January.

Lancaster Earth Products Overlay District – We have received a request from the Town of Lancaster to create a map showing the parcels of a proposed Earth Products Overlay District. We will begin the project when we receive additional information from the town. This project is expected to be completed by the end of January.

COMPREHENSIVE PLANNING

DLTA Industrial Development Analysis – We continue to work on the identification of parcels in the region suitable for the development of an industrial park. A potential industrial park would ideally be at least 50 acres in size. We are utilizing assessor parcel, zoning, absolute and partial development constraints data to identify potential areas for additional site review. This project has been completed

DLTA Lunenburg Business Brochure – We are currently working on a second draft of the map for a brochure of businesses and other attractions in the town of Lunenburg. We are also finalizing the text that will be on the back of the brochure. Once the text has been finalized, we will start creating the back (text side) of the brochure. This project is expected to be completed by the end of January.

DLTA Ayer Conservation Lands – We created a series of maps pertaining to the current and potential conservation lands in the town of Ayer and its surrounding communities. We have delivered the maps and their accompanying shapefiles to the town. This project has been completed.

DLTA Fitchburg Parking Study – We assisted planning staff in the collection of parking data in dense residential areas of Fitchburg and digitized the results. We also created a series of maps of the results that were used by the planning staff in their report. This project has been completed.

TRANSPORTATION-RELATED

Trail Guide Update – We redistributed the trail maps to the communities that have responded back with comments/edits and ten of the thirteen communities have approved their maps. The trail maps for Lunenburg are still being reviewed and we are currently waiting for updated trail data from Shirley and answers from Harvard. We have requested that they respond by the end of the year so if communities respond with more changes, we will make them accordingly. This phase of the project is expected to be completed by the end of January.

Working Towards the Future 2020 Comment Apps – We have created two different apps for use in obtaining public input regarding the Regional Transportation Plan Update. One app allows users to view and provide comment on the current Transportation Improvement Plan (TIP) projects. The other allows users to view a variety of transportation-related data sets and provide feedback regarding these data sets.

TRANSIT-RELATED

MART Non-Rider Opinion Report – We finished mapping out where respondents live and made two maps showing the number of responses per community and the percentage of the community's population that responded. We have begun to categorize the reasons why non-riders choose not to use public transportation. Once we categorize all of the

responses, we will begin writing a report that describes the results of the survey. This project is expected to be completed by the end of January.

MISCELLANEOUS

Light Detection and Ranging (LiDAR) Data processing – We have finalized the LiDAR data processing. We have generated 2ft contours for Community MRMapper applications. In the future we will extract building footprints and their heights.

5.2 Planning and Development

Comprehensive Planning Division

FEDERAL ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)

MRPC hosted a Municipal Vulnerability Preparedness (MVP) Program Information Session Wednesday at 11 a.m. here at MRPC offices. Margot Mansfield with the Executive Office of Environmental Affairs presented a PowerPoint that is available upon request (contact John Hume jhume@mrpc.org) and fielded questions from local officials about the grant program.

As part of this contract, MRPC provides assistance to communities seeking grant funds to improve economic vitality. MRPC staff attended the FY 2019 Community Development Block Grant (CDBG) Application Training in Springfield Thursday, December 13. The training is provided by the Massachusetts Department of Housing and Community Development (DHCD). The community of Shirley has expressed an interest in MRPC application assistance.

FEDERAL ENVIRONMENTAL PROTECTION AGENCY (EPA), MONTACHUSETT REGION BROWNFIELDS ASSESSMENT PROGRAM

All funds for Phase I and Phase II Environmental Site Assessments have been expended. Program funds allocated for MRPC staff remain to map all sites that have been assessed through MRPC's Brownfields Program as well as existing brownfield sites throughout the region. MRPC will be applying to EPA for additional Brownfields Environmental Site Assessment funding this winter. The EPA grant application is now available and will be due January 31, 2019.

DISTRICT LOCAL TECHNICAL ASSISTANCE (DLTA)

Projects that MRPC staff are working on include:

- Town of Winchendon: Assistance to complete previous work on individual chapters of Winchendon's Master Plan and compile each chapter into a complete Master Plan document.
- Town of Athol: Transportation Master Plan Chapter Update.
- Town of Ayer: Assistance with identifying and prioritizing existing and potential conservation lands in Ayer.
- Ashby: Housing Production Plan.
- Lunenburg: Community Business Brochure and Implementation Plan for the "Formation of a Business/Town Partnership" drafted in the 2017 DLTA round.

- Lunenburg: Permitting Guidebook.
- Fitchburg: Investigating/researching parking adjustments that can be made to support Smart Growth in the City's denser neighborhoods.
- Fitchburg: Best practices review with recommendations for off-site student housing policy/procedures in University neighborhoods.
- Industrial Lands Inventory for the Montachusett Region.

MASSACHUSETTS DEPARTMENT OF ENERGY RESOURCES (DOER)

MRPC is utilizing grant funds from the Massachusetts Department of Energy Resources (DOER) to assist the Towns of Hubbardston, and Templeton to become Green Communities and to assist with administration of existing Green Communities for Ashby, Athol, Harvard, Fitchburg, Lunenburg, Shirley, Townsend and Westminster. MRPC staff assisted several communities with their Green Communities Annual Report due December 3rd, 2018. By submitting Annual Reports, these communities are eligible for additional Green Community Grant Funds.

Hiring of Replacement Regional Planner

Sean O'Donnell began his career with the MRC on Monday, December 31st. Sean earned his Master's Degree in Regional Planning from the University of Massachusetts and is a Ph.D. candidate in the same field, also from UMASS in 2018 after earning his undergraduate degree in Honors Environmental Governance with a Minor Degree in Environmental Studies. Sean has been an Independent Contractor working for CJC Development Partners of Westfield, a Project Manager at the Orange Innovation Center (OIC), a Teaching Assistant for the past three semesters at UMASS, is a Co-Founder and Director of LaunchSpace, Inc. (a new makerspace at the OIC) and a volunteer for the Palmer Redevelopment Authority. He will work in collaboration with Karen Chapman, Principal Planner and under the supervision of John Hume, Planning and Development Director.

His work will include, but not be limited to, comprehensive planning activities such as projects funded by the District Local Technical Assistance (DLTA), Economic Development Administration (EDA), Environmental Protection Agency (EPA) Brownfields programs and grants writing and administration.

Community Development Division

Community Development Block Grant Programming

Federal Fiscal Year 2017 (FFY17) Shirley CDBG Program

General Program Administration

An extension request has been filed by MRPC on behalf of the town of Shirley and approved by the MA Department of Housing and Community Development (DHCD) on December 20th. The extension to the period of performance of the FFY17 CDBG program was approved; from December 31, 2018 through June 30, 2019.

Housing Rehabilitation (HR) Program

The program picked up a great deal of steam this past summer; construction activities are underway on many cases. The status of this program is as follows:

- ✓ 19 applications for HR assistance have been received
- ✓ Eight have been approved
- ✓ Seven applications are incomplete; the Executive Assistant is working with each client to help them complete their respective applications
- ✓ Two clients withdrew their applications
- ✓ Two applications were denied as the household income exceeded the CDBG National Objective of providing a benefit to low- and moderate-income (LMI) persons
- ✓ Four HR projects have been completed

Home Heating Fuel Assistance (HHFA) Program

The program was hot last winter. However, as the cold season waned incoming applications slowed. The status of this program is as follows:

- ✓ 24 applications for HHFA have been received
- ✓ 16 have been approved
- ✓ Five are pending approval
- ✓ One application was denied as the household income exceeded the CDBG National Objective of providing a benefit to low- and moderate-income (LMI) persons
- ✓ Twelve homes have received a portion or all of their fuel assistance benefit as their LIHEAP benefits must be exhausted prior to the delivery of CDBG-funded fuel

Development of Federal Fiscal Year 2019 (FFY19) Shirley CDBG Proposal

A town-wide community development survey was completed in preparation of the town's CDBG proposal that is due on Friday, March 1, 2019. The survey results have been discussed with the local Planning Board at two public meetings. A town-wide public forum will be held in early- to mid-January to invite local residents to:

1. Hear a presentation by MRPC staff about the results of the survey
2. Comment upon the needs of the community and provide insight as to the priority needs of the town

After the public forum MRPC will request the second and final night of the public hearing be held (mid- to late-January). MRPC will make recommendations to local leadership on CDBG programming for the FFY19 proposal and the subsequent, four years (FFY20 through FFY23).

Montachusett Enterprise Center, Inc.

The only remaining property to rehabilitate and sell is 30 Powers Mill Road, Phillipston. MRPC's Executive Director and MEC's Director, Glenn Eaton was able to complete the rehabilitation and sale of three MEC properties prior to winter (207 Adams Drive, Athol; 10 Monroe Drive, Ashburnham; 32 Whitney Drive, Ashburnham). However, winter set in early and there was not a sufficient amount of time to complete the repairs to 30 Powers Mill Road, Phillipston and place it on the market; renovating and heating the home in the cold months would increase expenses to MEC. Mr. Eaton will recommend to the MEC Board of Directors that the renovations to this property and subsequent sale be scheduled for late winter/early spring, during the warmer and non-heating season. A meeting of the MEC Directors will be held in January 2019.

5.3 Transit

AYER PARKING FACILITY

During the past month MRPC staff continues to assist MART and the Town of Ayer; and working with the engineer (Weston & Sampson) to move forward the construction of the Ayer Commuter Rail parking facility at the Rail Trail parking lot location. MRPC staff assisted MART in re-advertising the project for on December 6, 2018 and attended the Project Pre-Bid conference with the potential Bidders on December 18, 2018. The Filed Sub-Bids are due in January 2019 prior to the General Contractor Bids that are due at 2:00 PM on January 23, 2019.

LITTLETON REGIONAL SHUTTLE SERVICE

No new update.

ATHOL / ORANGE FIXED BUS ROUTE

During the past month MRPC Staff continues working on updating and monitoring the performance of the bus route and schedule for the new proposed service of the Athol-Orange Shuttle and providing recommendations.

5.4 Transportation

MONTACHUSETT REGIONAL TRANSPORTATION PLAN UPDATE

The MJTC completed a review and update to the Goals, Objectives and Strategies for the Montachusett Regional Transportation Plan (RTP) update as part of the development of the 2020 RTP. At the last MPO meeting on December 19th, members also got a preview of the online work being implemented for the RTP update public outreach process. With the assistance of GIS staff, an online comment application has been developed that will allow individuals to add comments to a number of maps of the region. The comment apps include, Bridge Conditions, Pavement Conditions, Trails, Safety, Title VI and Environmental Justice Populations and others. In addition, an app labeled as Short-Range Projects contains information from the FFY 2019-2023 TIP. Again, individuals can comment directly on a project if so desired. The Updated Goals, Objectives and Strategies section of the RTP Update has also been added to the RTP website so that comments can be submitted as the development of the RTP moves forward.

The RTP website can be accessed through the MRPC site at www.mrpc.org. A link is available through the drop-down menu labelled "Planning for the Future" or through an

image link that should be up in the near future. As of this meeting, the site should be live and accessible.

MONTACHUSETT MPO FFY 2019-2023 TIP AMENDMENT #1

The Montachusett Metropolitan Planning Organization (MPO) voted on December 19th to endorse Amendment #1 to the FFY 2019-2023 Montachusett Transportation Improvement Program (TIP). Amendment #1 involves a cost change to the bridge project #608612 in Athol on Crescent Street over the Millers River. A final cost was received from MassDOT during the comment period of \$5,015,412. This is a reduction from the original estimate of \$7,860,160.

TRANSPORTATION ENHANCEMENT CRITERIA (TEC) REVISIONS

The MJTC completed a review of the Transportation Evaluation Criteria (TEC) used to evaluate and score highway projects for the Transportation Improvement Program (TIP). The prior TEC was last updated in 2013. After two months of review, the new TEC will be utilized in the development of the FFY 2020-2024 TIP. Each year staff reviews projects expected to compete for federal regional target funds and the TEC scoring helps to prioritize projects. As part of the new TIP development, a comparison of prioritizes from the new TEC system will be evaluated against the prior TEC scores.

- **Next MJTC Meeting – January 9, 2019 at 6:30 PM at MRPC Offices**
- **Next MPO Meeting – January 16, 2019 at 1:00 PM at MRPC Offices**

8. Adjournment

There being no further business the meeting adjourned at 8:30 p.m.

Meeting Attendance					
Name	M/A	Representing	Appointment Date	PRESENT	ABSENT
Johnson, Kyle	A	Ashburnham	7.2015		X
Hoyt, Roger	M	Ashburnham	7.2011	X	
Pease, Alan	M	Ashby	7.2001		X
Stacy, Wayne	A	Ashby	7.2005		X
Truehart, Duane	M	Athol	7.2016	X	
Rebecca Bialecki	A	Athol	7.2017		X
Vacant	M	Ayer			X

Vacant	A	Ayer			X
Duffy, Phil	M	Clinton	12.2011	X	
Vacant	A	Clinton			X
Lowitt, Peter	N/V	DREZ	7.2001		X
Caron, Paula	M	Fitchburg	7.2002		X
Vacant	A	Fitchburg			X
Gross, Allen	M	Gardner	2.2005		X
Cruz, Maribel	A	Gardner	8.2017		X
Burke, Russ	M	Groton	7.2016		X
Vacant	A	Groton			X
Donahue, Stacia	M	Harvard	7.2018	X	
Vacant	A	Harvard			X
Vacant	M	Hubbardston	7.2016		X
Stauder, Michael	A	Hubbardston			X
Christopher, Thomas	A	Lancaster	7.2016		X
Williston, Russell	M	Lancaster	11.2018	X	
Vacant	M	Leominster			X
Vacant	A	Leominster			X
Cole, Tanner	M	Lunenburg	7.2018		X
Adams, Kathryn	A	Lunenburg	7.2018		X
Vacant	M	Petersham			X
Allen, Nancy	A	Petersham	7.2015		X
Vacant	M	Phillipston			X
Telepciak, John	A	Phillipston	10.201		X

Natrowicz, Kyle	M	Royalston	7.2015		X
Barclay, James	A	Royalston	7.2017		X
Widing, Sarah	A	Shirley	7.2015		X
Yocum, Barbara	M	Shirley	8.2017	X	
Pineo, Michael	M	Sterling	7.2014		X
Kilcoyne, John	A	Sterling	7.2014		X
Rich, Dennis	M	Templeton	7.2017		X
Terenzini, Carter	A	Templeton	9.2016		X
Shifrin, Laura	M	Townsend	7.2018	X	
King, Cindy	A	Townsend	7.2016		X
Weist, Linda	M	Westminster	7.2017		X
Vacant	A	Westminster			X
Corbosiero, Guy	M	Winchendon	7.2011	X	
Cyganiewicz, Austin	A	Winchendon	7.2015		X

STAFF PRESENT: John Hume, Brad Harris, Glenn Eaton

GUESTS PRESENT: Richard Maki, Sterling

EXHIBITS/DOCUMENTS PRESENTED AT MEETING

January 3, 2019 MRPC Handout
December 6, 2018 MRPC Minutes
December 2018 Cash Schedule
Handout Regarding DLTA Assistance
Transportation Evaluation Criteria Version 4 2018
State Bicycle Plan Public Comment Period Announcement
Regional Transportation Plan (RTP) 2020 Goals and Objectives