

# **MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING**

## **MINUTES OF WEDNESDAY NOVEMBER 19, 2014**

D. Manugian called the meeting to order at 7:05 p.m.

### **I. INTRODUCTION/ MEMBERS PRESENT**

Jon Wyman, Westminster; Ayn Yeagle, MOC; Doug Walsh, Athol; Pauline Hamel, Ayer; Peter Johnston, Ayer ; Ken Chenis, Lunenburg; Mike Pineo, Sterling; David Manugian, Groton.

#### **EX-OFFICIO**

Jeff Hoynoski, MassDOT District 2, Sarah Bradbury, MassDOT District 3, Heather Hannon MassDOT OTP

#### **GUESTS**

Frank Maxant, Ayer

#### **STAFF**

Brad Harris, Brian Doherty, George Snow, Sheri Bean, Stephanie Brow, George Kahale

### **II. APPROVAL OF SEPTEMBER 17, 2014 MINUTES**

K. Chenis indicated that in the Administrative Matters section, the roadway referenced should be located in Lunenburg, not Sterling.

The minutes were approved by consensus including the above mentioned correction.

### **III. COORDINATED PUBLIC TRANSIT - HUMAN SERVICES TRANSPORTATION PLAN UPDATE**

G. Kahale presented a PowerPoint on the development of the Coordinated Public Transit and Human Service Transportation Plan.

G. Kahale indicated that staff has been updating the plan with new demographics regarding the target populations from the latest census data available. The next step is to look at the needs of these populations as well as any gaps in the current services available. G. Kahale indicated that staff will be looking at a variety of service facilities in the area to get the most comprehensive analysis possible of the services available.

B. Harris explained how some of the population data of various groups is compiled by staff and then subsequently applied to the plan.

The goal is to have a draft of the plan to release for 30 day public comment by the December 10<sup>th</sup> MPO meeting.

### **IV. COMPLETE STREETS CERTIFICATION PROGRAM – RECOMMENDATIONS & DISCUSSION**

B. Doherty presented a handout entitled Complete Streets Funding Program Development which is an overview of the program that is included in the 2014 Bond Bill. The purpose is to encourage communities to incorporate Complete Streets Concepts in locally funded roads. Complete streets incorporates all users of the road and all modes of transportation. The bond bill provides provisions for a framework for complete streets and there a number of different elements that communities are

encouraged to access additional funds that will be available for improvements for these type of improvements through Chapter 90. It is a separate program than Chapter 90.

B. Doherty gave an overview of the eligibility criteria of this program. He indicated that 20 million dollars over the next four years is designated for this program. Money is available for planning and construction. At least 33% of this funding will go to communities with below average median household income. In our region there are nine communities below average median household.

Applications will likely be accepted in the Summer 2015 and Projects will be selected in Summer 2015.

B. Doherty stated the criteria for eligible projects is still being developed but he believed the criteria will be low level improvements. H. Hannon indicated that type of eligible improvements include lighting, painting, bike lanes, and street furniture.

Discussion followed regarding narrowing lane widths to accommodate bike path lanes and mode shift goals.

#### **V. FFY 2015-2018 MONTACHUSETT TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

B. Harris presented a handout entitled MPO FFY2015-2018 TIP Adjustment #1.

The MPO met regarding a change to the Transit Element of the TIP based upon updated numbers by MART. The MPO reviewed those changes and came to the conclusion that the changes were not significant enough to warrant a full scale amendment to the TIP Document, that an adjustment would suffice. MPO voted to approve these changes through the adjustment procedure of the TIP which involves MPO approval, notification and publication of the changes. There were five changes which involved shifting in funding and changes in the project descriptions. After a round of discussion and clarification the MPO approved the adjustment.

#### **VI. REGIONAL TRANSPORTATION PLAN (RTP) UPDATE**

B. Harris discussed the status of the Regional Transportation Plan. He indicated that staff is going to hold public workshops and meetings as well additional outreach at various locations across the region to garner as much public input as possible to aid the production of the plan. As part of the outreach we will discuss goals and visions. We will look for feedback on the GreenDOT goals. We will also update the goals, policies and strategies. We will use the MJTC for comments on the entire process we will update monthly.

B. Harris also presented the following draft RTP Chapter listing:

1. Goals, Policies & Strategies
2. Demographic Profile – Population, Environmental Justice, etc.
3. Forecasting – Population, Household, Employment
4. Highway Systems - Existing Network, Functional Classification, Traffic
5. Infrastructure – Bridges, Pavement, etc.
6. Congestion
7. Transit  
Services - Fixed Route, Paratransit Service, Brokerage Services  
Facilities, Commuter Rail
8. Freight Movements  
Massachusetts/Montachusett Freight Plans
9. Bicycle & Pedestrian
10. Safety & Intelligent Transportation System
11. Aviation

12. Safety
13. Environmental & Climate Change
14. Public Input
15. Major Studies
16. Conformity
17. Short Range Element
18. Long Range Element
19. Recommendations
20. Financial Element
21. Performance Measures

## **VII. CONTRACT STATUS REPORTS**

### **a. FTA/RTA**

G. Kahale stated that the North Leominster Commuter Parking Station has been completed. Currently, one third is occupied.

G. Kahale indicated that Wachusett Commuter Rail Station and Layover Facility's road extension between 5<sup>th</sup> Mass Turnpike and Authority Drive has been completed. We are working with Westminster and Fitchburg on the paperwork for transfer of ownership to Westminster. The completion date for the station and layover facility is scheduled for June 2015.

G. Kahale mentioned that regarding the Ayer Parking facility in September, MBTA and the property owner reached an agreement to resolve a pedestrian access issue. 16,000 square feet will be transferred to MART and then transferred to the town.

P. Hamel presented a picture of the property which George Kahale explained.

### **b. MASSDOT 3C**

B. Harris indicated that MRPC will be discussing our new four year contract with MassDOT. A copy of the new MJTC Bylaws which were adopted at the last meeting are available and they have been posted on MRPC's website.

S. Bean stated that the draft of the Trail Map is 99% ready. We are awaiting quotes from the printer. The next meeting of the trail coalition is November 22, in Nashua, New Hampshire. meeting is next Saturday in Nashua, NH. S. Bean distributed a meeting flyer.

## **VIII. ADMINISTRATIVE MATTERS**

B. Harris stated the next meeting of the MJTC will be January 21<sup>st</sup> 2015. The next two meetings of the MPO are December 10, 2014 and January 14, 2015.

## **IX. ADJOURNMENT**

There being no further business the meeting adjourned at 8:15 p.m.

### **DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:**

September 17, 2014 Meeting Minutes

November 19, 2014 Meeting Agenda

MJTC Bylaws Final Adopted September 17, 2014

Draft RTP Schedule 10/8/2014  
Coordinated Plan Demographics DRAFT 11 2014  
RTP Chapter 1 Goals Policies Strategies  
Adjustment #1 Transit 2015 2016 MPO Approval 11 12 2014  
2016 RTP GreenDOT Goals for MPO 10/8/2014