

**MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING
MINUTES OF JUNE 14, 2017**

J. Wyman called the meeting to order at 7:00 p.m.

I. Introduction

Members

Sarah Bradbury, MassDOT District 3; Doug Walsh, Athol; John Telepciak, MRPC Chair; Sue Kennedy, Ayer; Jon Wyman, Westminster; Josh Bedarian, Office of Rep. Jennifer E. Benson; Noreen Piazza, Lancaster

Staff

Brad Harris, George Snow, Sheri Bean

II. Public Comments

There were no public comments.

III. Approval of May 10, 2017 Minutes

It was the consensus of the MJTC to approve the May 10, 2017 MJTC minutes as printed.

IV. Report of the Nominating Committee

D. Walsh indicated that J. Wyman will run as the Chair, N. Piazza will run as Vice Chair, D. Walsh will run as Secretary. B. Harris indicated, that at this meeting and the next MJTC meeting floor, nominations can be made. The election will also take place at the next meeting.

V. FFY 2018 Unified Planning Work Program (UPWP)

B. Harris discussed the draft UPWP that has been sent out to MPO members. The MPO will be voting to release the draft UPWP for a 21-day public comment period at the June 21, 2017 MPO meeting. New tasks include the following: Freight Corridor Identification and Screening, Regional Development Initiative, Local ADA Transition Plan Development, Regional Transportation Needs Assessment, Regional Trail Map Development (5-year update), Coordinated Transit Plan Update. B. Harris also discussed the UPWP Budget.

B. Harris stated that the UPWP will hopefully be scheduled for endorsement at the July 19, 2017 MPO meeting.

VI. Sidewalk Inventory & Pedestrian/Bicycle Connections

S. Bean discussed this task. The first step of this task was to analyze the existing bus routes in Fitchburg and Leominster to locate where sidewalks are needed and where they exist within a ¼ mile radius (typical walking distance) of the bus route. The analysis also takes into consideration the areas that have considerable elderly, low income, and persons with disabilities, which are populations that would have the highest need for the sidewalks. The second step of this task is to prioritize the areas that the cities may want to focus on to either improve the sidewalks or to build new sidewalks based on the analysis.

S. Bean stated that MRPC staff is currently in the process of inventorying the existing bus routes.

VII. Contract Status Reports

a. FTA/RTA

B. Harris stated that no new developments have occurred.

b. MassDOT 3C

B. Harris stated the Transportation Department will have three interns this summer. Two of the interns will be conducting traffic counts while the other intern will be working on projects in the office.

B. Harris stated the MPO endorsed the FFY 2018-2022 TIP at the May 17, 2017 MPO meeting.

B. Harris stated the MPO endorsed the designations of the Critical Urban Freight Corridors (CUFCs) and the Critical Rural Freight Corridors (CRFCs) at the May 17, 2017 MPO meeting.

B. Harris stated the next MPO meeting is on June 21, 2017 at 1:00 PM.

B. Harris stated that Kaitlyn Olbrich is leaving the MRPC. Her last day is on June 23rd.

S. Bean stated that the Montachusett Regional Trails Coalition (MRTC) received a \$6,000 grant from the Community Foundation of North Central Mass to hire a consultant to assist the MRTC to develop a strategic plan. The grant award will be held on June 15, 2017 which S. Bean will attend on behalf of the MRTC.

S. Bean stated that she has been attending Community Health Network Area 9 (CHNA9) meetings. One of the purposes of attending the meetings is to involve more diverse groups with the MJTC and encourage them to become members. Groups include community health organizations and hospitals to help meet Title VI requirements.

VIII. Administrative Matters

B. Harris stated that a MassDOT design public hearing meeting will be held in Westminster on June 15, 2017 for the Ashburnham Road over Phillips Brook bridge replacement project.

B. Harris stated that the MRPC will be moving on June 24, 2017 to the Doyle Conservation Center in Leominster.

The next meeting of the MJTC will be on July 12, 2017 at 6:30 p.m. at the new MRPC Offices.

IX. Adjournment

There being no further business the meeting adjourned at 7:56 p.m.

DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:

6/14/17 Agenda

5/10/17 Minutes

FFY 2018 Draft UPWP

Sidewalk Inventory description and map

Notice of Public Hearing: Ashburnham Road over Phillips Brook bridge replacement project

MRPC Moving Notice