

**MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING
MINUTES OF JULY 15, 2015**

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

I. Introduction

MEMBERS

Pauline Hamel, Ayer; Ken Chenis, Lunenburg; Noreen Piazza, Lancaster; Jon Wyman, Westminster, Paula Caron, Fitchburg; Jeremy Callahan, Ayer; Nikki Tishler, MassDOT Planning; Tracy Murphy, Winchendon; Desiree Hamelin, Ashburnham

Ex-Officio

Jeff Hoynoski, MassDOT District 2.

Staff

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

II. Approval of June 17, 2015 Minutes

It was the consensus of the MJTC to approve the June 17, 2015 MJTC minutes as printed.

III. Election of Officers

J. Wyman indicated that the Nominating Committee has nominated David Manugian as Chairperson, Paula Caron as Vice Chairperson and John Wyman as Secretary of the MJTC for the fiscal year beginning July 1, 2015 to June 30, 2016.

J. Wyman asked if there were any nominations from the floor. There were none.

It was the consensus of the MJTC to cast one ballot to elect David Manugian as Chairperson, Paula Caron as Vice Chairperson and John Wyman as Secretary of the MJTC to serve July 1, 2015 to June 30, 2016.

IV. FFY 2016-2019 Transportation Improvement Program (TIP) – Review of Comments

B. Harris indicated that the FFY 2016-2019 Transportation Improvement Program (TIP) is currently out for public comment. MRPC received support letters from communities for two projects. MRPC received a comment letter from MASSDOT regarding clarifications needed.

B. Harris indicated that there was a mathematical error in FY2018 that caused us not to be fiscally constrained. There are two options to correct this matter. He presented a handout depicting the two options. FY2018 is over budget by \$323,801.

After some discussion, it was the consensus of the MJTC to recommend Option 2 to the MPO for approval.

V. 2015-2016 Unified Planning Work Program (UPWP) - Review of Comments

B. Harris indicated that the 2015-2016 Unified Planning Work Program (UPWP) is currently out for public comment. He presented a handout summarizes the UPWP. MassDOT has commented on the document. There are some clarifications needed. The budget will remain the same at \$585,000 for the 3C Contract and \$63,000 for the FTA contract. The scope of the tasks as outlined in the document will proceed.

It was the consensus of the MJTC to recommend the 2015-2016 Unified Planning Work Program (UPWP) to the MPO for endorsement.

VI. Regional Transportation Plan (RTP) Update - Public Presentation of RTP and Comments

B. Harris stated that a flyer informing the public about the RTP presentation was mailed to everyone on our mailing list, a press release was done, the flyer was posted on MRPC's website and we contacted local cable tv.

B. Harris reported we received a comment letter from MassDOT with some changes and clarifications. We hope to have the revised report ready by the end of next week.

B. Doherty stated staff developed a Power Point on each chapter of the RTP. Staff gave brief presentations on chapters including Goals and Objectives, Public Input, Equity, Highway Systems, Infrastructure, Congestion, Freight, Bicycles and Pedestrians, Safety, Transit, Environment and Climate Change, Conformity, Challenges and Financial Analysis. Questions from members were asked and addressed by staff.

B. Harris encouraged those present to comment on the RTP. The deadline for comments is July 21, 2015.

J. Callahan mentioned that the Ayer commuter parking lot is not mentioned in transit chapter. Also, the number of parking spaces for Ayer, current and future is the same.

B. Harris responded that funding for the project has been allocated. However, we could make reference to the project as an ongoing project that needs to be implemented. If it is a priority for the region we need to indicate that in the RTP.

VII. Contract Status Reports

a. FTA/RTA

G. Kahale reported Wachusett Commuter Rail Station will be completed early 2017. Fitchburg Commuter Rail Line improvement continues. Ayer Commuter Rail Parking Lot pedestrian access still in negotiation.

b. MassDOT 3C

B. Harris reported that we have a traffic count equipment request for two radar counting units into MassDOT. The units will be mounted on the side of the road thus we will not have to deal with road tubes and interns standing in the roadways. They will benefit our traffic counting program.

B. Harris stated that MART had their FTA triennial review and were told they had to add the following wording to the Public Participation Plan *"This public involvement process with comment period satisfies the Program of Projects (POP) requirements for transit projects."* MART requested we add that wording to the Plan. This addition will be discussed at our next MPO Meeting. The entire Plan will be updated by December of this year.

J. Callahan indicated that a substantial traffic impact analysis has been undertaken for a fuel and convenience station at 15 Wilson Way in Ayer. He asked if that was something that MJTC would be interested in.

B. Harris responded that it would be nice to keep MJTC updated and we could put that matter on a future agenda for the MJTC.

VIII. Administrative Matters

It was the consensus of the MJTC to cancel the August Meeting. The next MJTC Meeting will be Wednesday September 16, 2015 at 7:00 P.m.

P. Caron inquired as to the maintenance status of I-190. There is significant gravel and debris in the breakdown lanes as well as overgrowth along the guard rails into the breakdown lane.

B. Harris responded he would contact District 3.

S. Bean mentioned that the next Trail Coalition Meeting will be in Leominster on July 23 at Barrett Park. She distributed a flyer with more information.

IX. Adjournment

It was the consensus of the MJTC to adjourn the meeting at 8:30 p.m.

DOCUMENTS/EXHIBITS AVAILABLE AT MEETING:

June 17, 2015 MJTC Minutes
July 15, 2015 MJTC Agenda
Public Participation Plan
2016 Draft RTP Presentation and Discussion Flyer
Montachusett MPO FFY2016-2019 TIP Options to address fiscal constraints
Ballot
2016 TIP Project List
Connecting Communities Along our Trails Leominster July 23, 2015 Flyer