



**APPROVED MINUTES**  
**NRPC TRANSPORTATION TECHNICAL ADVISORY COMMITTEE MEETING**  
**06/21/06**

**Members Present:** Camille Pattison, NRPC Senior Transportation Planner  
Steve Laurin, Town of Merrimack  
Nick Darchik, City of Nashua Traffic Department  
Becky Ohler, NHDES  
Sean Sullivan, Town of Hudson  
Bill Parker, Town of Milford Planning Director  
Mark Sousa, City of Nashua Transit  
Bob Jeniski, Nashua Transit System, General Manager  
Roger Houston, City of Nashua Community Development  
Steve Dookran, City of Nashua, Engineer  
Amy Prouty Gill, City of Nashua DPW  
Jeff Gowan, Pelham Planning Department  
Steve DuBois, NHDOT

**Others Present:** Ryan Friedman, NRPC Transportation Planner, GIS  
Matt Waitkins, NRPC Transportation Planner  
Tali Kritzer, NRPC Hollis/Brookline Circuit Rider  
Steve Wagner, NRPC Litchfield/Wilton Circuit Rider  
Bernie Yacobucci, NRPC Transportation Planner  
Karen M. Baker, Administrative Assistant  
Stephen Williams, NRPC Executive Director

**Meeting Opened and Review of Minutes:** Meeting called to order at 12:08 pm by Camille Pattison. General introductions around the table followed.

Becky Ohler made a motion to accept the minutes of 5/17/06 and Mark Sousa seconded the motion. All were in favor and the motion was passed.

**Intelligent Transportation Systems Plan:** Camille informed the group that the main thing on the agenda was the ITS Plan saying that Ryan Friedman should take most of the credit for all the work he did on the report. She also let the group know that Ryan along with Steve Williams would be doing a PowerPoint presentation.

Steve Williams did his presentation first. He explained that NRPC was looking for recommendations for tonight's NRPC Commission meeting. He added that there were 3 benefits of the ITS plan:

1. Improved Safety;
2. Time Savings Due to Congestion; and
3. Reduced Costs for Transportation Systems.

Steve Williams went on to describe what the ITS plan is about. He recognized Kelcey & Edwards, NHDOT and FHWA as participants with NRPC in developing the ITS Plan. He added that MPO's must have an ITS plan in place as a condition for receiving federal funding for any ITS project in the region. Having an ITS plan in place does not obligate any community to implement the identified projects and it does not affect land use. He let the group know who the plan was sent to and then introduced Ryan to go over his presentation.

Ryan gave a rundown of what was included in the document starting with the Executive Summary through the last chapter with explanations of each. He pointed out on Chapter 7, page 2, where Kelcey and Edwards, had developed the flow diagram and the ITS standards associated with it. In addition, he informed the group that the ITS plan would be included in the TIP and LRTP, and that the architecture would be updated every two years.

Lastly, Steve Williams gave a brief summary of the ITS plan and explained what is needed:



1. Receive Public Input
2. Receive Recommendation For Adoption from the Committee
3. NRPC Commission Will Consider the Plan for Adoption

He proceeded by asking if there were any questions or comments from the group. Steve Laurin referred to the "Jetsons" asking how the plan would deal with systems currently in place and future systems to come. Ryan replied that there were standards in place already and that they would change as needed. Added to this was that as current systems wear out, new hardware would replace them.

Steve Dookran asked for comparison of NRPC's ITS plan to the National Architecture. Steve Williams responded that the National Architecture has many more systems and elements and gave the animal crossing system currently in place in the Midwest as an example. He went on to say that the NRPC plan is consistent with the National Architecture but not as large. Steve Dookran asked if the plan were adopted would we get more internet use. Steve Williams felt there would be. It was added if there are federal dollars for implementation; service to communities could be improved and made more efficient.

Steve Laurin asked how ITS and federal transportation funds get grouped. Steve Williams responded by giving an example of a project involving signal coordination and video monitoring on D.W. Highway south. FHWA said Federal Funds could not be used to do this until ITS Architecture is adopted.

Camille let the group know that there were various groups involved in the development of the plan and that Bill Parker (not present for the meeting) was in support of the plan. On that note, a motion was made to recommend the ITS Architecture to the Commission at the 6/21/06 meeting by Mark Sousa and seconded by Jeff Gowen. All were in favor and the motion was passed.

**TIP and STIP Administrative Adjustment:** Camille discussed an administrative increase in the funding for the Town of Hudson for the Birch Street/Central Street sidewalk construction project to the Transportation Improvement Program (TIP). She then handed out the letter from the DOT indicating the approval for the increase in funds along with page 17 of the TIP showing the reflection in the increase of funding.

Sean Sullivan went on to explain the reason for the increase in a little bit more detail. He explained that there was not enough money due to cost increases in the past years.

In response to a question from Steve Dookran, Steve Williams informed the TE and CMAQ program is being reviewed due to the large increases and lengthy delays in the application process and that the committee would be proposing some changes to the programs. Steve Dubois and Becky Ohler would be attending a meeting at a later date regarding this issue.

Sean Sullivan made a motion to accept the administrative adjustment and Bob Jeniski seconded the motion. All were in favor and none opposed.

**Downtown Wilton Parking Study:** Matt Waitkins informed the group of the parking study that he was currently working on along with the help of Brendan O'Shaughnessy. The purpose of the study was to determine what to do regarding parking once the sidewalk project was complete. Matt proceeded to pass around a handout showing what had been done so far and the findings. He went on to explain that the Town of Wilton has contracted with NRPC to manage the project. Wilton felt it would be a good idea to do a parking study. Matt went on to explain the process and the tasks that were completed to come up with findings:

- NRPC met with town officials, businesses, and surveyed local businesses.
- GPS'd the area at 2 hour intervals (due to the parking limitations).



- Conducted a license plate survey to see if cars were exceeding the 2 hour limit (this was done during high volume times throughout the week, in early morning hours, afternoon, and evening), to get a feel of the parking situation downtown.

In addition, Matt provided large display maps showing leased vs. public spaces (180). He also provided a map showing the abuse of parking spaces and which was determined from the license plate survey.

Jeff Gowan asked if he was able to determine if spaces abused where those of business owners or permit holders. Matt said that was something that they were not able to determine. There were no further questions.

**Announcements:** Becky Ohler informed the group of a day long energy conference being put on by The Conservation Resource Group on July 25<sup>th</sup>, 2006 at the Highland Inn in Manchester. For more information on the conference visit [www.granitestatecleancities.org](http://www.granitestatecleancities.org).

Mark Sousa let the group know that the Board of Aldermen would be awarding the Bus Contract to Meridian in the first week of July.

Becky Ohler informed the group of funding grants being awarded for renewable energy uses or alternate fuel uses. The closing date for the initial round would be on July 31<sup>st</sup> and the max amount on any single grant would be \$10,000.

Bob Jeniski let the group know that there would be room for Bike Racks once they got the new buses.

Steve Dookran informed the group that consultant work had started for the 101A widening project. Consultants would be meeting with business owners. The project would be ongoing through September 2007.

Camille concluded informing everyone that the Air Quality Analysis, TIP, and LRTP are being updated and would have to go back to the Commission for approval, noting the September, December, March, and June by-law for Commission meetings.

Meeting adjourned at 1:12 pm. There would be no July TTAC meeting.

**The next meeting is scheduled for August 16<sup>th</sup>, 2006 at 12:00 PM in the NRPC Conference Room.**