



**APPROVED MINUTES
NASHUA REGIONAL PLANNING COMMISSION
Executive Committee
July 20, 2011**

Present: Andy Seale
Karin Elmer
Janet Langdell, Chair
Dave Hennesey
Howard Dilworth
Mike Fimbel
Rick Maddox
Bill Condra

Absent: Peter Baker

Staff: Kerrie Diers, Executive Director
Tim Roache, Assistant Director

I. Call to Order:

Langdell called the meeting to order at 6:05 PM.

II. Minutes:

The Executive Committee reviewed and discussed the June 15, 2011 meeting minutes. Elmer noted a typographical error Seale motioned to approve the meeting minutes as corrected. There was a second by Elmer. There was no discussion. The motion passed with Hennesey abstaining.

III. Agenda Change – Nominating Committee Discussion.

The Executive Committee agreed to adjust the agenda to address the nominating committee membership. Elmer, Seale, and Fimbel agreed to be on the Nominating Committee.

IV. MPO Update Discussion:

Roache updated the Executive Committee on the recent activities of the Metropolitan Planning Organization (MPO).

Streamlining the Transportation Improvement Program Process:

Roache reminded the Executive Committee of the purpose of the TIP and described the TIP amendment process. Roache presented a timeline/flow diagram of the process and highlighted the lag time between the review process and final action. Roache described the recent initiative by the NHDOT to streamline this process using the LEAN process. The LEAN process seeks to create value for the customer by removing inefficiencies and minimizing waste. Roache described three areas in the TIP process identified by NHDOT and the MPO's for improvement. These are:

1. Length of the Public Comment Period
2. Public Participation
3. Education

The Executive Committee discussed the identified inefficiencies and offered input on possible improvements to the process. The Executive Committee supported a flexible public comment period where the length of the comment period would be determined by the magnitude of the proposed changes to the TIP. Several members of the Executive Committee agreed that making better use of electronic media to improve public participation would help. Maddox added that this is another

opportunity to take advantage of local cable access and municipal web sites. It was also agreed that direct email to elected officials would help. Education and outreach through the MPO 101 initiative will help.

Metropolitan Transportation Plan Update:

Roache described the Metropolitan Transportation Plan and explained that the document is undergoing a full update. Roache stated that an important goal of the update is to create a useful more readable document with performance based goals that could be quantified. Roache explained the challenges of forecasting transportation need 20 plus years into the future. Seale suggested looking at smaller periods of time in greater detail and putting less emphasis on the longer term. Roache reviewed the outline and process for the update.

Merrimack River Crossing:

Roache introduced the topic based in the context of the recent Ten Year Plan Update. He explained that through the Ten Year Plan update discussions with Nashua and Hudson, the need for a third crossing of the Merrimack River reemerged as a priority for both communities. Roache continued stating, "as part of those discussions it was suggested that a group be formed to address the need for the third crossing. That group should be the MPO". Roache explained that the TTAC met in May and discussed the issue of a third river crossing and recommended that the NRPC initiate a working group or hold a summit to address this issue. The Executive Committee voted to support the development of a working group or summit to address the Third River crossing.

SAFETEA-LU Reauthorization Update:

Roache explained that the current authorization of the highway bill known as SAFETEA-LU has expired and funding and operations have been funded through temporary extensions of the bill. Roache stated that two new proposals are being debated by congress and that the ultimate solution will likely be a compromise of the two. It is not expected that any action will be taken until September at the earliest.

Ten Year Plan Status:

Roache and Diers briefly described the latest information available for the draft Ten Year Plan. A draft plan is expected in late August and will not feature new projects. Hearings on the plan will be held by the Executive Councilors in September and October.

V. Executive Committee Goals:

Diers explained the background of the strategic planning session and the goals of the process to bring the new members of the Executive Committee up to speed. Diers reviewed the schedule for the strategic planning process explaining that the topic will be discussed every other month. She explained that the draft vision was developed in an earlier session. She added that in the coming months, the NRPC policies will be reviewed by a subcommittee consisting of Seale and Baker. Maddox questions how things were progressing related to the implementation of the marketing and outreach plan. Diers described progress on this initiative including the development of a menu of services for Master Plan development.

VI. Committee and Financial Reports

VII. Review of September Agenda

Diers reviewed the items for the September Agenda. There was no discussion.

VIII. Adjourn

Motioned to adjourn at 7:25 by Maddox second by Seale. Unanimous.