✳ NRPC **APPROVED MINUTES**
NRPC TRANSPORTATION TECHNICAL ADVISORY COMMITTEE MEETING
06/08/16

Members Present:
Bruce Berry, Town of Amherst
Tad Putney, Town of Brookline
John Cashell, Town of Hudson
Troy Brown, Town of Litchfield
Tom Young, Town of Litchfield
Lincoln Daley, Town of Milford
Tom Bayrd, Town of Hollis

Kyle Fox, Town of Merrimack
Wayne Husband, City of Nashua
Jeff Gowan, Town of Pelham

Others Present:
Suzanne Fournier, Milford-Brox Environmental Citizens
Leigh Levine, FHWA
Carol Macuch, NH DOT

STAFF PRESENT
Jen Czysz, Assistant Director
Julie Chizmas, Senior Transportation Planner
Kristina Sargent, GIS Specialist

Matt Waitkins, Field Data Tech/Transp. Planner
Karen Baker, Program Assistant

CALL TO ORDER AND INTRODUCTIONS
Czysz opened the meeting at 12:06pm with introductions.

APPROVAL OF THE MINUTES FROM THE APRIL 13, 2016
Czysz referred to the minutes of April 13, 2016 included in the agenda packet and asked if there were any comments or changes. Fournier commented that Brox is a family name and that only the B should be capitalized. Gowan moved to approve the April 13, 2016 minutes with a second from Young. All were in favor with 4 abstentions.

STAFF PRESENTATIONS:

A. ROAD SURFACE MANAGEMENT SYSTEM (RSMS)
Waitkins said that he and Sargent would be tag teaming on the presentation of RSMS. He described RSMS as "The application of pavement management principles, which include budgets, condition data, and repair strategies, to the needs of local governments for maintaining paved roads".

Sargent informed the group of the Pilot Project that Brookline was selected for as the test town. She added that this is a partnership between NH Association of Regional Planning Commissions and the 9 Regional Planning Commission's as part of the Transportation Planners Collaborative (TPC) Project through the UNH Technology Transfer Center (T2), the NH Department of Transportation (NHDOT) Bureau of Planning and Community Assistance.

Waitkins reviewed the 2 year project timeline noting they were currently in the Scenario Planning stage and working with Brookline Road Agent to develop detailed pavement management strategies.

Sargent proceeded by explaining the data collection process using IPads to take inventory of the pavement conditions. She commented on how this has improved from the old paper method collection and proceeded to explain the data collection process gathered in ¼ mile segments along the 50 miles of local road in Brookline. Sargent explained that general roadway information (name, width, shoulders), condition of roads (surface distress, drainage, roughness), and additional information (weather conditions, local knowledge, etc.) are part of the data collection process. She added that NRPC was asked by NHDOT and T2 to create a map template that all towns could use to show road condition. Sargent explained that the

stresses, traffic volume and importance of roads to police, schools, fire, etc. make up the Pavement Condition Inventory (PCI) is created with this software. T2/NHSADES created 3 Pavement Condition Inventory (PCI) Scenarios and asked for feedback from the towns as to which they felt best represented the road condition of their town.

- Good = PCI > 80
- Fair = 50 <PCI > 80
- Poor = PCI < 50

Based on the feedback from towns, PCI Scenario "2" was picked unanimously. Sargent noted that they sat with the Brookline Road agent to provide an overview of the RSMS data collected as well as a forecasting or analysis for the recommended repair for each road segment.

Waitkins talked about the reports that can be generated using the software such as annual cost with list of annual repair costs, analysis detail which lists each segment and the selected repairs, annual cost by category, annual repair cost and PCI and repair details by year. The next steps would be to present a formal draft of strategies to municipal stakeholders, revision of recommendations and final presentation to municipality and convene a workgroup to develop a collaborative scope and fee for ongoing pavement management. Waitkins asked if there were any questions.

Gowan asked if this can be offered to municipalities. Czysz explained that when this was originally scoped, it was to do the pilot first with all 9 regions simultaneously to figure out the pitfalls to handle all situations and see how long it takes to do the pilot test first and to figure the cost. She added that Brookline was chosen as the test town due to their manageable number of roads. Lastly, DOT asked us not to go further until the program was over. Sargent replied that only municipal roads are part of the program, not state roads in response to Gowan. Czysz stated that the pilot program is funded under the NRPC UPWP. Additionally, at the state level, roads are covered every 2 years.

Waitkins commented on the importance of training they did prior to maintain consistency across all RPC's when conducting the pilot. Gowan asked for details how the process of analyzing the 50 roads was done. Sargent explained that there is 2 staff in the car, 1 driver, 1 to run the IPad. They do 3 passes of each ¼ mile segment (identify the road, check road condition (cracking, potholes, etc.), and finally double check the work). Cracking is analyzed using both the extent and severity.

Berry commented that Amherst was a test community with T2 when they first came out and was glad to hear they have improved and questioned if for summer evaluations, if frost heaving can be taken into consideration. Waitkins said it can be added in via general knowledge and the software does prioritize based on use of road.

Bayrd referred to the 2014 RSMS that Hollis completed with NRPC and asked if this new software picks up overlay as he has had to juggle road priorities. He asked if this can be adjusted so you can defer a road to the next year that is scheduled for the current year. Waitkins said this can be done with this software but the real question is how often to you redo the whole analysis.

Putney commented on what a great tool it was but there is a lot of time to get the baseline and keeping it up to date.

Fox asked if your PSI is going down, can you do your work and add it into the software and can it show PSI's going down and if you are unfunded. Sargent said yes you can add your work into the software and

moneywise, each repair has an associated cost and those costs can be adjusted to town costs for repairs. Fox commented that Merrimack is on a 2 year cycle, use interns and different software which are more economical but he felt the T2 had a different level of accuracy and is quicker than what Merrimack does.

B.   UPCOMING TRAFFIC COUNTING SEASON
Waitkins informed TTAC of the NRPC Traffic Counting Season which had already begun. He started off by identifying the types of traffic counts that NRPC performs and the type of equipment used to conduct the counts.

Volume/Speed/Class
HPMS - The Highway Performance Monitoring System is a nationwide database detailing the condition and use of local, state, and federal roads. NRPC collects volume & vehicle class data under a contractual agreement with the NHDOT on state highways and local roads at 385 locations on a rotating basis within the region that are determined by DOT per HPMS reporting requirements. These counts are conducted using tubes that run across a roadway that are connected to a machine which is secured to a telephone pole or whatever might be available. There are 13 classifications DOT has for counting which can all be counted.

Turning Movement/Intersection Analysis and Bicycle & Pedestrian/Portable & Permanent Counters
Waitkins referred to the turning movement counts and intersection analyses that NRPC conducts using a turning movement count (TMC) box at a designated roadway or intersection to record the movements of the cars through button indicators on the box. Bicycle & Pedestrian counts can also be done through the TMC's or permanent counters, one of which was recently installed along the Nashua River Rail Trail and uses infra-red technology to count bicycles and pedestrians.

Municipality Requests
NRPC responds to requests from member communities to provide basic information or to support specific local municipal projects for volume, speed, class, intersection (turning movement) and bike & ped. Depending on the request, these counts can be performed using the machine & tube method or via a turning movement count (TMC) box at a designated roadway or intersection to record the movements of the cars through button indicators on the box.

Special Projects
Are conducted for regional traffic studies and support for grant applications for volume/speed/class, intersection (turning movement), and bike-ped. These counts may also be conducting using the same methods listed under municipality requests.

Waitkins noted that there are 1,000 plus historical traffic volume counts which are available through the NRPC website. He showed maps illustrating count locations.

Waitkins showed examples of the types of reports that can be generated from the counts and the associated classification determination of level of service at counted roadways or intersections.

Fournier asked if a person TMC have to done by a person. Waitkins said they do require a person. Putney asked how larger intersections are dealt with. Chizmas said those are often done by 2 people depending on the volume. Fournier asked if NRPC reports to the town when they are doing a count. Waitkins said they know but he does not call the town specifically. Berry asked if there was data to back up the need for a sidewalk. Waitkins said it would be portable and can be done.

TR/kmb

2017-2040 MTP UPDATE

Czysz provided a brief update on the upcoming workshops across the region with the first to be held in Wilton on June 9th from 6-8PM. She informed TTAC members of the regional exercise that would be part of the agenda and that she would be using the group today as her test group to interactively program the Transportation Plan. With assistance from Chizmas, Czysz passed around the game board, game pieces which were projects in the MTP scaled to price and a decoder ring. She provided instruction on how the group should proceed explaining that the smallest pieces are $1 million or less projects with the largest piece as the $182 million project. The object of the game is to prioritize the projects you want into the fiscal constraint (game) board. She added that if there are projects you want that are not part of your game chips, turn one over. Lastly, she passed around a "Tell Me More" sheet for the group to provide input on the game, if they disagree with something and for input in general. Fournier questioned the flipping over of a chip and its meaning. Czysz clarified that it was to notify of a project that you think we should be thinking about that will cost about the same. Czysz gave the group 10 minutes to complete the exercise.

Czysz asked the group if they felt the exercise could be completed in groups or whether it would be better done as an individual exercise. Would completing the game as a group exercise be more difficult to reach consensus on larger projects such as an additional bridge crossing? Fournier asked if any of the projects were controversial or if any would harm the environment. Fournier also asked if the intersection improvements in Hollis were something that they want. Chizmas said that is what we need to know. Czysz asked if there were any thoughts. Bayrd said we need more money and a bigger board. Czysz reminded the group that additional comments could be put on the Tell Me More sheet. Gowan thought it would be good to compare today's exercise with the results of the monopoly money exercise done before. Czysz asked the group to keep their boards with the priorities as they are and she would take pictures of each, analyze and then tabulate the results. Gowan commented on the cost of the rail project vs. the cost of the bridge crossing. Chizmas explained that the rail is a multi-region project so it is less expensive than the bridge crossing.

Motion to adjourn came from Fox with a second from Bayrd. The meeting ended at 1:29pm.

TR/kmb