


NRPC APPROVED MINUTES
NRPC TRANSPORTATION TECHNICAL ADVISORY COMMITTEE MEETING
09/14/11

Members Present:

Tad Putney, Town of Brookline
 Jeff Babel, Town of Hollis
 John Cashell, Town of Hudson
 Steve Dookran, City of Nashua
 Kathy Hersh, City of Nashua
 Wayne Husband, City of Nashua
 Mark Sousa, City of Nashua
 Bill Parker, Town of Milford
 Jeff Gowan, Town of Pelham

Others Present:

Janet Langdell, Town of Milford
 William Rose, NH DOT
 Paul Lockwood, NH DES
 Bill Hoke, NH DOT
 Leigh Levine, FHWA

Staff Present

Kerrie Diers, Executive Director
 Tim Roache, MPO Coordinator
 Julie Chizmas, Transportation Planner

Matt Waitkins, Field Data/Transportation Planner
 Steve Wagner, Regional Planner

CALL TO ORDER AND INTRODUCTIONS

Tim Roache opened the meeting at 12:10 with introductions

APPROVAL OF THE MINUTES FROM THE JUNE 8, 2011 AND AUGUST 10, 2011 MEETINGS

Roache referred to the minutes of June 8, 2011 and August 10th, 2011 included in the agenda packet as Attachment 1 and asked for a motion to approve. Sousa moved to approve both the June 8, 2011 and August 10, 2011 minutes with a second from Parker. All were in favor.

STIP AMENDMENT 3 (ACTION ITEM)

Chizmas referred to the STIP Amendment 3 memo in the agenda packet and explained that the Nashua Regional Planning Commission (NRPC) had received from NH DOT Amendment #3 to the adopted 2011 – 2014 TIP and NRPC is amending the TIP to account for changes to projects within the Nashua region and to maintain consistency with the STIP. Below is a list of the projects:

- Brookline – Construct sidewalks at two locations on NH 130
- Milford – Improvements to the Milford Oval
- Various Statewide projects

Chizmas pointed out that the changes triggered a new air quality conformity determination and that the previous analysis continued to be valid. It was also noted that fiscal constraint was maintained.

Additionally, NRPC placed a legal notice in the Nashua Telegraph including a 30-day public comment period which ended on September 13th and no comments were received.

Roache said action is required from the TTAC to recommend approval of the proposed Amendment #3 by the NRPC Commission. NRPC staff reviewed the amendment in consultation with the NH DOT, NH DES, US EPA, FHWA, FTA and representatives of the MPOs, and recommends approving the proposed changes in this amendment.

Upon recommendation from the TTAC, a Public Hearing will be held on Wednesday, September 21, 2011 at the Nashua Regional Planning Commission at 7:00PM at the NRPC office.

Gowen moved to recommend for approval to the full Commission with a second from Parker. All were in favor and the motion passed.

THE LOCAL PROGRAM ADMINISTRATION MANUAL UPDATE – NHDOT PRESENTATION

William Rose, NH DOT Community and Planning Assistance Senior Planner, presented information on updates to the Local Program Administration (LPA, formerly known as the Municipally Managed Program) Manual. The LPA covers the Transportation Enhancements (TE), Congestion Mitigation and Air Quality (CMAQ), Safe Routes to School (SRTS) and Highway Safety Improvement Programs (HSIP), as well as Federal Aid Bridge, Surface Transportation Program-Urban and earmarked projects. Changes were made in response to changes in personnel, changes in approach to FHWA regulatory emphasis/scrutiny, changes to program administration practices at NHDOT, and a requirement from FHWA to develop comprehensive guidebook.

Changes to locally administered programs include:

- Uniform program administration across all federally funded LPA programs
- Standardized processes and procedures
- Documentation of requirements for project sponsors & other interested parties
- New project administration requirements of project scoping meeting and establishment of anticipated schedule by sponsor
- Increased emphasis on documentation
- Deadlines in Municipal Agreement
- Required certification for all sponsors and project consultants – approximately 2 days of training
- Increased guidance, requirements and oversight for construction phase
- Limited project implementation approvals – each phase must be approved in writing prior to commencement
- Clarification of design process
- Addition of traffic control requirements & NHDOT/FHWA policies & procedures
- Improved resource review details
- Increased construction phase detail/direction
- More detailed procurement process

The manual is currently in draft form and is undergoing revisions in response to comments from FHWA division office. A public meeting to present and receive feedback on manual will be held in the fall (2011). Certification process expected to begin this fall and TE and CMAQ application process changes have already been implemented.

DRAFT 2013 – 2022 TEN YEAR PLAN

A memo and spreadsheet detailing the potential impacts of the draft 2013 – 2022 Ten Year plan were distributed to the Committee. Concern was expressed from Dookran about the proposed 7-year delay to the 101A project – he just met with NH DOT Project Manager and nothing was mentioned about a delay. NRPC still needed to get answers from NH DOT to questions about phases of projects not advancing in the draft Ten Year. Hersh questioned if the CMAQ funds from deferred Rail projects would go back into funding pool for other projects. NRPC will carry the deferred projects in its MTP but needs to get a definition of ‘deferred’ from NH DOT – will they be reconsidered in future TYPs?

STAFF AND PROJECT UPDATES

- Chizmas informed the group that the NHDOT Project Advertising Schedule updates was included in the agenda packet.

The meeting adjourned around 1:30 pm.