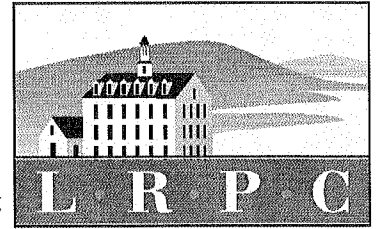



LAKES REGION PLANNING COMMISSION

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TO: LRPC Transportation Technical Advisory Committee

FROM: Michael Izard, Principal Planner 

DATE: November 2, 2011

Minutes of October 5, 2011
LRPC Transportation Technical Advisory Committee (TAC) Meeting
Tilton Town Hall, Selectmen's Meeting Room (second floor)
Tilton, NH

VOTING MEMBERS PRESENT

Katherine Dawson, Tilton
Jeff Haines, Center Harbor
David Kerr, Barnstead
Richard Waitt, Gilford
Brad Harriman, Ossipee
Sheldon Morgan, Gilford, Chairman
John Gotjen, Tamworth

OTHERS PRESENT

Michael Izard, LRPC
Eric Senecal, LRPC
Terri Paige, Mobility Manager, CAPBMCI
Bruce Woodruff, Moultonborough Planner
Patricia Consentino, Tilton Selectman
Dean Eastman, NHDOT, Bureau of Transportation Planning

1. Call to Order and Introductions

Chairman Morgan called the meeting to order at 2:02 PM.

A motion was made to accept the minutes of the September 7, 2011 meeting as written.

M/S/Passed with amendments Kerr/Dawson

2. Regional Updates

- T. Page provided updates on recent transportation coordination activity conducted by Community Action Program Belknap-Merrimack Counties, Inc (CAPBMCI). She distributed a handout listing organizations providing volunteer transportation that CAPBMCI is coordinating through the Regional Coordination Council (RCC) to better coordinate volunteer regional transportation services. Suggestions or comments can be directed to Susan Jutras.

CAPBMCI is working on grants and support of volunteer driver organizations. Their travel training program provided an outreach table at Lakes Region Community College (LRCC) to provide information on regional bus service to new students. They have also been meeting with the Winnepesaukee Transit System (WTS) advisory committee to review progress. Franklin Savings Bank provided matching funds to support the extension of the WTS route to the Wal-Mart in Gilford. CAPBMCI is working on coordinating a meeting to move forward with this effort.

A veteran's home in Tilton has worked with CAPBMCI to re-stripe their parking lot in order to provide a turning radius to accommodate the larger bus that is now in service. This will allow the bus to safely pick-up and drop off riders without having to back up.

The new travel trainer, Britt, is attending a travel training certification program in North Carolina. She will be working with Lutheran Social Services to provide training on the WTS for students taking *English as a Second Language* classes.

The CAPBMCI has been meeting with volunteer driver programs to identify gaps or redundancies. Brochures for volunteer transportation services have been drafted and the program is being advertised in newspapers.

E. Senecal asked if volunteer drivers use personal vehicles. T. Page said they do, and that CAPBMCI provides mileage reimbursements and driver and customer service training to volunteers. K. Dawson asked for clarification that only CAPBMCI drivers were being trained and reimbursed. T. Page confirmed this.

K. Dawson expressed concern about impacts associated with WTS routes that were shortened a year ago. She noted that people with limited mobility outside of the Caring Hands Assisting Tilton volunteer driver service area, which is limited to Tilton, have experienced a reduction in transportation access as a result of the route changes. She asked if CAPBMCI was working to help those affected by the change. T. Page said that CAPBMCI has been trying to increase ridership on the existing WTS routes in order to obtain funding for route expansions, and that the Gilford Wal-Mart extension was a reflection of expressed needs.

K. Dawson asked for clarification regarding fares and access to the Senior Bus. T. Page explained that seniors can ride free, and that others, including those with disabilities, are charged a fare. There was some discussion about policies related to this fare structure.

P. Consentino asked for clarification on the intended purpose of the CAPBMCI volunteer driver service. T. Page said the goal is to reach areas that are not currently served by other programs. P. Consentino expressed concern that CAPBMCI is using funds to reimburse new drivers rather than supporting existing driver programs that do not have the resources to reimburse drivers.

M. Izard added that the RCC assesses all transportation needs in Belknap and Merrimack counties, and is a forum where existing volunteer programs to have a voice. The volunteer programs have been identified as a top priority in the region. P. Consentino said that volunteers get burnt out and that funding support would help.

- M. Izard reviewed some of the regional projects in the Highway Safety Improvement Program (HSIP). The request for review of the intersection at Meredith Center Road and NH 104 has not been completed due to the mounting demand on the HSIP and limited resources. Stewart Thompson of HSIP hopes to complete the safety audit soon and review recommendations with town officials. Two additional potential HSIP projects were recently identified in Ossipee, and M. Izard is working with the town to submit an

application. Tilton has expressed interest in an assessment of the intersection of Silver Lake Road at US Route 3. M. Izard provided copies of the application and pointed out that a project does not have to be on the state's five percent list in order to be considered, and that a community could submit a request for any intersection of concern with good supporting documentation of need.

NHDOT has recently hired Clough Harbor consultants to assist in completing reports in and augment HSIP capacity. Several intersections in the Lakes Region were on the five percent list. A question was raised about the intersection of NH 11A and Potter Hill Road. M. Izard said that an audit had been completed and summarized some of the recommendations.

J. Haines asked about the audit process and cost. M. Izard said there is no cost other than staff time, and that five to seven NHDOT engineers participate in a sit-down meeting with municipal officials prior to a field review.

M. Izard emphasized that any community with an interest in a traffic count to support a safety concern can submit a request to LRPC and the count will be conducted based on staff availability. For counts not related to safety concerns the cost to the community is typically \$50. M. Izard summarized the recommended information to be included in an HSIP application and said that that data is collected as part of the LRPC agreement with NHDOT.

There was some discussion about pedestrian and bicycle counts. M. Izard pointed out that the leading concern of the HSIP has not been pedestrian safety. The purpose is to minimize loss of life and property damage, but pedestrian safety recommendations may be an outcome of the safety audit. D. Eastman encouraged attendance at GACIT hearings to advocate for continued funding for HSIP. He also encouraged collaboration with local police departments to rule out enforcement issues prior to submitting an application to HSIP. Lastly, he explained that DOT will not endorse crosswalks where speed limits are too high or line of sight is insufficient.

- M. Izard said LRPC was awaiting details from FHWA on the partial funding for the Lakes Region Scenic Byway Corridor Management Plan. He explained that knowing what was not funded is important in developing the planning process. D. Eastman provided details on FHWA's decision process and conveyed their unofficial comments on the application. Task 8, pertaining to the development of a stakeholder outreach strategy, was not funded because the cost details were determined to not be proportionate to the task descriptions. M. Izard said that the update was helpful, and that the other consideration is that NH DOT does not have funding for the project in their workplan. D. Eastman mentioned that congress has yet to appropriate the funds for this project. M. Izard said that in light of these considerations, LRPC has been reluctant to publicize the award.
- M. Izard provided an update from Mark Morrill, NH DOT District 3 Engineer, on the NH DOT snow removal policy. The unofficial word from NH DOT is that there will be no change to the snow removal policy. A draft of the proposed changes was not available for comment.

- M. Izard provided an update on the recent Transportation Planning Collaborative (TPC) meeting and summary of the three GACIT hearings hosted in the Lakes Region. The a recent TPC meeting B. Watson, NHDOT Administrator of Planning and Community Assistance expressed an expectation that more comments would have been made about potential transfer of funds from key programs including Transportation Enhancements for allocaton to maintenance and system preservation. LRPC will be drafting a letter to NHDOT in support of continued funding for these programs. The TAC will have an opportunity to review the draft letter before it is submitted to NHDOT by the November 10 deadline for written comments.

3. Round Table Discussion

- S. Morgan facilitated a discussion of funding sources that can be used for transportation projects of all kinds. He asked if any towns had projects that they were having trouble funding. J. Gotjen mentioned that Tamworth has a transportation enhancement project that they lost money for.

Funding sources that were discussed included:

- TIP
- Highway Safety Improvement Program
- State Aid Bridge Program
- Safe Routes To School
- NHDOT Division Maintenance Budgets
- FEMA Pre-Hazard Mitigation (drainage)
- Rural Safety Sign Program
- UNH T² sign retro-reflectivity and drainage infrastructure mapping
- PlanNH
- Alternative Transportation Enhancement project categories
- Efficiencies in winter road maintenance through product application

4. Other Business

- LRPC Executive Board member, Richard Waitt, encouraged members to support their community's continued membership with LRPC this year. He mentioned that municipal dues requests have been reduced by five percent from the previous year. He asked that if anyone finds themselves in front of their own budget committee, to support continued membership with LRPC.
- There was a lengthy discussion about aviation funding and impacts on road maintenance.
- The next meeting is scheduled for November 2, 2011 at 2:00 PM, at the Humiston Building in Meredith.

5. Adjourn

A motion to adjourn was unanimously approved

M/S/Passed Gotjen/Haines