


LAKES REGION PLANNING COMMISSION

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To: Lakes Region Transportation Technical Advisory Committee

From: Michael IZARD, Principal Planner 

Date: October 8, 2014

TAC Meeting Minutes: Wednesday, September 10, 2014 Humiston Building First Floor Conference Room, Meredith, NH

VOTING MEMBERS PRESENT

Sheldon Morgan (Chair), Gilford	John Gotjen, Tamworth
Brad Harriman (Vice-Chair), Ossipee	Tink Taylor, Holderness
Jeff Haines, Center Harbor	Steve Favorite, Bristol
Lloyd Wood, Tuftonboro	Shanna Saunders, Laconia
David Kerr, Barnstead	Ken McWilliams, Alton
Bruce Woodruff, Moultonborough	Rick Ball, Belmont
Elizabeth Dragon, Franklin	

OTHERS PRESENT

Daniel Callister, LRPC Assistant Planner	Bill Watson, NHDOT
Michael IZARD, LRPC Principal Planner	Michael Capone, Bristol
Jeff Hayes, LRPC Executive Director	George Tuthill, Alexandria
Warren Hutchins, Laconia / LRPC	
Bill Rollins, NHDOT District 3	
Terri Paige, CAPBMCI - Mid-State RCC	

Call to Order

Meeting called to order at 2:05PM by Chairman Morgan. A motion was made to approve the minutes of June 18.

M/S/Passed – Wood/Favorite (abstaining: Dragon, Harriman)

Open for public comment. None provided.

Election of TAC Officers

S. Morgan may not be here next year due to pending retirement, and stated that the committee should not feel as if they have to nominate him. D. Kerr nominated Sheldon Morgan of Gilford as candidate for Chairman, Rick Ball second. Having no other nominations, re-election of S. Morgan as Chairman brought to vote and passed unanimously. Brad Harriman of Ossipee nominated as candidate for Vice-chairman by Lloyd Wood, Tink Taylor second. Having no other nominations, re-election of B. Harriman as Vice-chairman brought to vote and passed unanimously. Planning commission staff will continue serving as Secretary to the committee.

Regional Updates

M. IZARD provided an update on the NH Route 16 Corridor Safety Study. LRPC is trying to coordinate with NHDOT to work with experienced safety consultant from VHB, but with tight funding, a consultant may not be an option. LRPC has facilitated formal Road Safety Audits and be ask to this again by DOT as was done for the NH Route 28 Corridor Safety Study. Three Conway and four Ossipee sites have been identified with significant accident history. There were also community-nominated sites of interest. These locations will be reviewed less formally - more a list of things the committee sees as being challenging, and identifying who would be responsible for addressing the concerns. LRPC and NCC are moving forward with data collection. Another update will be coming after the committee meets again.

A Unified Planning Work Program (UPWP) mid-term review was recently held between LRPC, NHDOT, and FHWA staff. The UPWP is the planning commission's two-year work contract with NHDOT. The meeting was productive and explored

how the contract will be successfully completed by June 30, 2015. Upcoming is a livability study, which Dave Jeffers will begin working on this starting next month.

D. Callister provided an update on the progress of LRPC's various data collection activities. Traffic volume data collected for NHDOT this year is approaching completion. Results from these and previous counts can be seen on the NHDOT website. There has been one community request for special traffic count this year. LRPC has equipment and can conduct turning movement counts at intersections as well as trail counts for collecting bicycle and pedestrian data. LRPC has conducted two Road Surface Management System (RSMS) inventories this year, in Bristol and Alexandria. This has been helpful to communities in the past as it provides them with a third-party analysis of the town's road surfaces and can be used to help prioritize and budget road maintenance projects. RSMS is done on a first come-first served basis and there is no charge to communities. M. Izard added that LRPC has been conducting a traffic study in Bristol which will include signal warrant analysis. M. Izard noted that the latest traffic counts are usually not posted on the NHDOT website until early spring of the following year. If needed by a municipality, LRPC can provide traffic count data before it is posted.

M. Izard updated TAC regarding the Lakes Region Tour Scenic Byway Corridor Management Plan (CMP). He asked the TAC to consider creating a Scenic Byway Advisory Subcommittee. A matrix was presented to the TAC illustrating that there are 13 Lakes Region byway communities; of which eight currently participate in the CMP development process, including two TAC members on the byway working group. Guidance from the state byway committee indicates that each community on the byway must be represented and it is a responsibility of the advisory committee to get a CMP adopted. The subcommittee model gets us closest to having each of the communities represented; without representation there is a chance that portion of the byway could be de-designated. S. Saunders asked if the subcommittee would be comprised of TAC members. With a vote by the TAC to form a subcommittee, LRPC would draft a letter to the communities offering them to appoint someone as appropriate. B. Watson added that the goal of the CMP is to identify what is most important to the Lakes Region and the goal of the subcommittee is to see activity in reaching those goals.

Motion to create a TAC Subcommittee for the Scenic Byway.

M/S/Passed – Wood/Haines

Transportation Alternatives Program (TAP) Scoring Criteria – Regional Weighting

TAP applications are due to Tom Jameson at DOT by September 26. LRPC will submit regional rankings by November 15. After the September deadline, we know the number of applications; currently there is the potential for eight in the Lakes Region. Applicant presentations to the TAC were a part of the scoring process in the past. DOT will not have applicants do presentations.

B. Watson, NHDOT Bureau of Planning and Community Assistance explained how the criteria and weightings for the scoring of TAP applications were developed at the State level by the Transportation Alternatives Program Advisory Committee (TAPAC). TAP funding eligibility is divided into four groups with designated funds based on population: 1) 5,000 and under, 2) 5,000 to 200,000, and 3) greater than 200,000/ and there is a flex group that could include any area in the state. NHDOT has decided that they want TAP funding to go to infrastructure projects, and want to focus on bicycle and pedestrian projects. DOT received 75 letters of interest totaling \$35million, but there is only \$5million available.

A handout was provided outlining the scoring criteria that has been established in order to help the department in objectively evaluating the projects. DOT has asked the RPCs to use these same criteria when scoring applications, however RPCs are welcome to adjust how each is weighted. J. Hayes commented that if the TAC changes the DOT weightings we run the risk of forwarding a project to DOT that isn't as competitive as it could be. B. Watson expressed that for a small pot of money, it's best for the RPCs to align their weightings with DOT's. The DOT Commissioner believes in a data driven process that is transparent. It's not about making sure everyone gets some money, it's about making the best use of the money. While it's theoretically possible for one RPC to get all the money, it's not likely to happen and the Commissioner can say "no" if that is

happening. DOT staff along with one representative from the TAPAC, and maybe a couple representatives from the RPCs will be doing the scoring, not the TAPAC, itself.

M. Capone expressed that there seemed to be no point to adjusting the weightings, that if these are the weightings it doesn't seem worth the effort, and why not leave them the way they are. G. Tuthill added that this would also be most fair to the applicants.

A motion was made for LRPC TAC to use the same criteria and weightings as developed by the state committee.

M/S/Passed – Capone/Dragon

TAC discussed the value of applicant presentations. E. Dragon felt that the presentations are worthwhile and beneficial to understanding the application more fully, and we can get a sense for what worked and didn't when we see the DOT rankings. M. Izard suggested that the presentations could be optional to applicants. A decision should be made in order to give applicants time to prepare.

A motion was made to make TAP application presentations to TAC optional to the applicants.

M/S/Passed – Haines/Kerr

Other Business

The schedule for upcoming TAC meetings is Wednesday, October 8 to review submitted applications, and applicant presentations will be made on Wednesday, November 5 in Meredith. The TAC will finalize scoring to be compiled by LRPC and submitted to DOT by November 15.

Laconia was acknowledged at the LRPC annual meeting regarding recent water quality work; M. Izard suggested a possible onsite visit would be beneficial to the group.

(3:59PM) Motion to adjourn.

M/S/Passed – Capone/Favorite