

**Upper Valley Lake Sunapee Regional Planning Commission
Meeting of the Transportation Advisory Committee (TAC)
December 11, 2012 Meeting Minutes
UVLSRPC Offices- Lebanon, NH**

Attendees:

Van Chesnut, Chair, Advance Transit
Dick Jones, Lyme
Richard Lee, New London
Barbara Brill, CATS
Clint Bean, Grantham

Dave Edkins, Charlestown
Mike Lavalla, Lebanon
Dean Eastman, NHDOT
Christine Walker, UVLSRPC
Nate Miller, UVLSRPC

TAC Chairman Van Chesnut called the meeting to order at 5:00 PM.

Approval of October 9th Meeting Minutes:

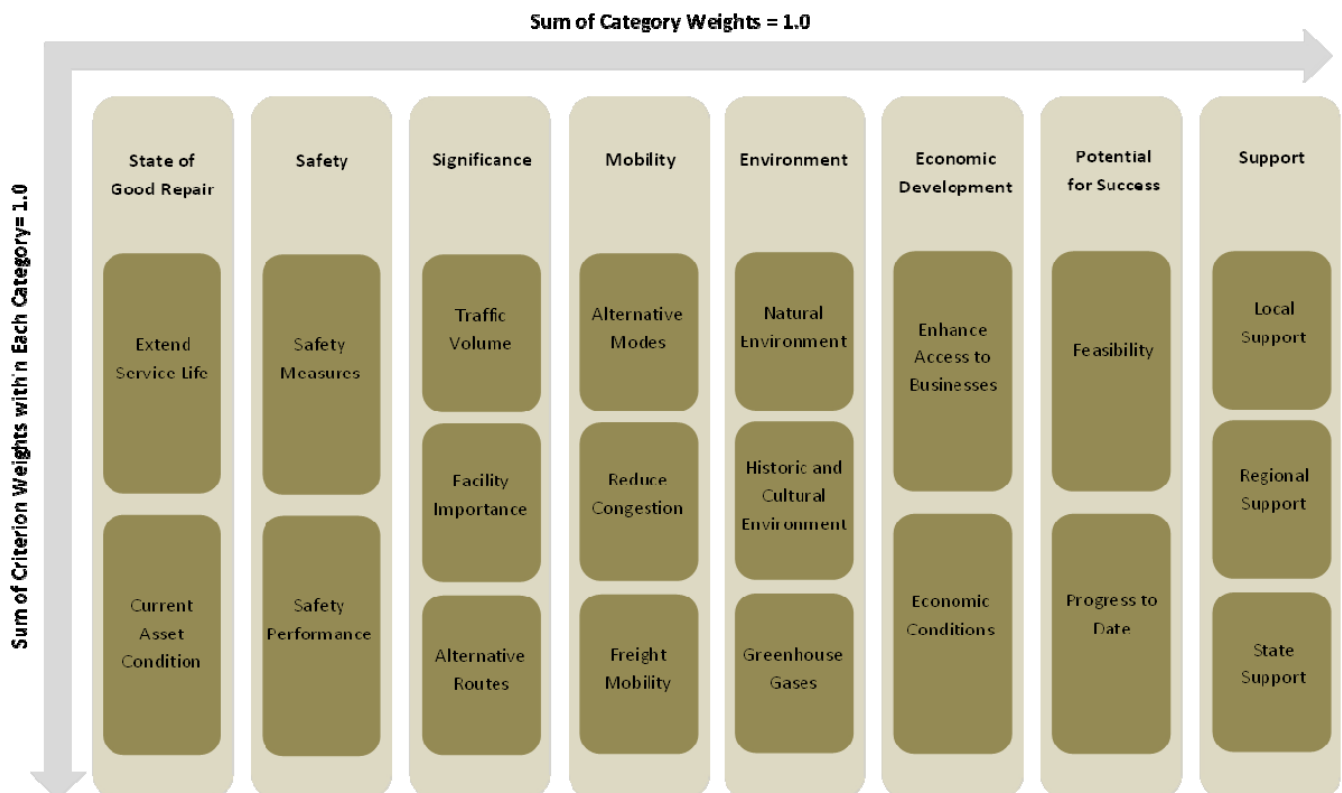
Dick Jones moved to approve the minutes of October 9th as submitted. Clint Bean seconded and the motion passed unanimously.

Updates from NHDOT:

Dean Eastman reported that the NHDOT Bureau of Planning and Community Assistance is planning the next Local Public Agency (LPA) training for the month of May 2013.

Review of Proposed Ten-Year Plan Prioritization Criteria

Nate Miller reported on the outcomes of the Ten-Year Plan LEAN review process. A key recommendation is that each of the nine Regional Planning Commissions and the NHDOT use the same criteria to evaluate Ten-Year Plan projects.



The Ten-Year Plan LEAN team is recommending a total of 20 criteria in 8 categories.

	Criterion	Description
State of Good Repair	Extend Service Life	The extent to which the project impacts asset condition/service life of the facility (generally measured in years). For existing facilities, the measure applies to service life or asset condition. For new facilities, it applies to the total expected service life.
	Current Asset Condition	The degree to which the project's assets require work based on existing asset conditions, as determined by management system ratings including Pontus (bridges), Deighton (pavement), etc.
Safety	Safety Measures	The degree to which the scope of the project focuses on measures that increase traveler safety. Examples of safety measures include, but are not limited to: <ul style="list-style-type: none"> • Improved guardrail, barrier, rumble strips, signing, and/or striping; • Improved sight distance, signalization, and/or roundabouts; • Protective measures for bicyclists or pedestrians.
	Safety Performance	A composite measure of 5-year average safety performance (e.g. crash rate, crash severity, etc) from Safety Analyst.
Network Significance	Traffic Volume	A measure of motor vehicle volume based on the NHDOT traffic data management system (e.g. AADT).
	Availability of Alternative Routes	The degree of inconvenience a traveler would experience if the facility in question was not available due to degradation of its condition or closure of the facility.
	Facility Importance	The extent to which the facility moves goods and people between major locations. Considerations should include, but not be limited to the following: <ul style="list-style-type: none"> • Functional classification, State classification, inclusion on the National Highway System; • Connectivity between major economic centers; • Major emergency service routes; • Proximity to local destinations and essential service providers.
Mobility	Alternative Modes	The extent to which the project impacts accommodations for alternative modes of travel including bicycle, pedestrian, and public transportation where so desired.
	Congestion	The extent to which the project impacts traveler delay upon completion.
	Freight Mobility	The degree to which the project impacts the movement of goods.
Environment	Natural Environment	The extent to which the project impacts the natural environment. The natural environment generally includes resources related to water (e.g. surface waters, wetlands, aquifers), land, air, and noise.
	Historic/Cultural Environment	The extent to which the project impacts the cultural environment. The cultural environment generally includes resources related to historical significance, cultural significance, neighborhoods, and a general sense of place.

	Greenhouse Gases	The extent to which the project impacts the output of greenhouse gases.
Economic Development	Enhance Access to Businesses	The extent to which the project impacts economic growth, development, and prosperity.
	Economic Conditions	A composite measure of economic and demographic indicators (e.g. poverty level, property values, etc) of the project area.
Support	Local Support	The extent to which a project has support at the local level. Considerations include support from local officials, presence in local Master Plan and/or other studies/plans. Local support shall include all municipalities affected by the project.
	Regional Support	The extent to which a project has support at the regional level, as evidenced by regional project rankings. Regional support shall include all regional planning commissions affected by the project.
	State Support	The extent to which a project has support at the NHDOT based on alignment with statewide strategic transportation plans (e.g. NHDOT Long-Range Transportation Plan, Balanced Scorecard, etc).
Potential for Success	Feasibility	The degree to which the project is likely to be implemented based on permitability, financial resources, and other related factors.
	Progress to Date	The extent to which the project has work completed to date. Activities may include, but not be limited to data gathering, planning, design, right-of-way acquisition, and construction

Nate Miller reported that the TAC can weight each category and criterion according to the needs of the Upper Valley Lake Sunapee Region. The TAC will evaluate each Ten-Year Plan project (existing and proposed) in the region according to these criteria and submit the scores to the NHDOT.

Similarly, the NHDOT will evaluate each project according to the same criteria (using their own statewide weightings). It is envisioned that the TAC scores for each project will comprise 30% of the project's overall score, with the NHDOT scores comprising 70% of the total.

Dick Jones recommended that the February TAC meeting be dedicated to a work session to develop criteria weights and test the weights on a small number of old projects. Mike Lavalla concurred, and suggested that the TAC's current criteria and weighting be used to inform the new weights.

Ten-Year Plan Project Proposal Form and Instructions:

Nate Miller reported that the Ten-Year Plan LEAN team has also recommended that the Project Proposal Form be consistent amongst all nine regions of the state. TAC members reviewed the draft Project Proposal Form and its companion document of instructions.

Nate Miller advised that, if TAC members have any comments on the Project Proposal Form, please submit them by December 21st.

Schedule for Ten-Year Plan Solicitation to Communities:

TAC members agreed upon the following schedule for the 2015-2024 Ten-Year Plan solicitation and project prioritization process:

- **Late December 2012-** Notices go out to communities, with an inventory of current Ten-Year Plan Projects in the region and the project proposal form/instructions.
- **February 28, 2013-** Ten-Year Plan project proposals are due from communities.
- **March 19, 2013-** TAC field review of newly-proposed projects, TAC Scoring Sub-Committee is appointed.
- **March 26, 2013-** TAC Scoring Sub-Committee meets to score/prioritize all projects (existing and proposed).
- **April 9, 2013-** TAC Scoring Sub-Committee recommendations are reviewed by the full TAC, any adjustments are made, and the TAC endorses a set of project priorities for the region.

UVLSRPC Regional Transportation Plan Outline:

Section 1: Introduction

- Purpose of the Plan
- Overview of the Content/Organization of the Plan
- Land Use/Transportation Connections

Section 2: Existing Conditions/Balanced Scorecard

- Develop Regional Balanced Scorecard to summarize existing conditions (modeled on NHDOT Balanced Scorecard): <http://www.nh.gov/dot/org/commissioner/balanced-scorecard/department/index.htm>
 - *Asset Condition*
 - Pavement condition
 - Red-listed (structurally deficient) bridges
 - Active rail line condition
 - Airport runway condition
 - Transit rolling stock
 - *Mobility*
 - Traffic Volumes
 - Operational level of service (average)
 - Local transit ridership (CATS and AT)
 - Elderly/Disabled transit ridership
 - Percentage of regional population with/without access to transit
 - Intercity transit ridership (including volunteer drivers)
 - Rail ridership
 - Airport boardings
 - Freight movement
 - Bicycle level of service (average)
 - Pedestrian level of service (average)
 - *Safety*
 - Highway fatalities in the region (five-year moving average)

Section 3: Highways and Bridges

- Vision for Highways and Bridges (based on values statement/public input)
- Summary of Existing Conditions for Highways and Bridges (from Balanced Scorecard)
- Goal(s) for Highways and Bridges
- Discussion of region-specific Highway and Bridge related challenges
- Policies and recommendations related to Highways and Bridges (should inform/tie in to Section 11 Implementation Plan)

Section 4: Highway Safety

- Vision for Highway Safety- *Toward Zero Deaths*

- Summary of Existing Conditions for Highway Safety (from Balanced Scorecard)
- Goal(s) for Highway Safety
- Discussion of region-specific Highway Safety challenges
- Policies and recommendations related to Highway Safety (should inform/tie in to Section 11 Implementation Plan)

Section 5: Public Transportation (Including Volunteer Drivers)

- Vision for Public Transportation (based on values statement/public input)
- Summary of Existing Conditions for Public Transportation (from Balanced Scorecard)
- Goal(s) for Public Transportation
- Overview of Public Transportation providers/services
- Discussion of region-specific Public Transportation related challenges
- Policies and recommendations related to Public Transportation (should inform/tie in to Section 11 Implementation Plan)

Section 6: Bicycle/Pedestrian Transportation

- Vision for Bicycle/Pedestrian Transportation (based on values statement/public input)
- Summary of Existing Conditions for Bicycle/Pedestrian Transportation (from Balanced Scorecard)
- Goal(s) for Bicycle/Pedestrian Transportation
- Discussion of region-specific Bicycle/Pedestrian Transportation related challenges
- Policies and recommendations related to Bicycle/Pedestrian Transportation (should inform/tie in to Section 11 Implementation Plan)

Section 7: Freight and Passenger Rail Transportation

- Vision for Rail Transportation (based on values statement/public input)
- Summary of Existing Conditions for Rail Transportation (from Balanced Scorecard)
- Goal(s) for Rail Transportation
- Overview of Rail transportation providers/services
- Discussion of region-specific Rail Transportation related challenges
- Policies and recommendations related to Rail Transportation (should inform/tie in to Section 11 Implementation Plan)

Section 8: Air Transportation

- Vision for Air Transportation (based on values statement/public input)
- Summary of Existing Conditions for Air Transportation (from Balanced Scorecard)
- Goal(s) for Air Transportation
- Overview of Air transportation providers/services/airports
- Discussion of region-specific Air Transportation related challenges
- Policies and recommendations related to Air Transportation (should inform/tie in to Section 11 Implementation Plan)

Section 9: Key Regional Corridors

- Summarize existing conditions/challenges on a handful of key regional corridors
 - Interstate 89
 - NH Route 120 in Lebanon/Hanover
 - U.S. Route 4 in Lebanon/Enfield/Canaan
 - NH Route 11/103 in Newport/Claremont
- Policies and recommendations related to Key Regional Corridors (should inform/tie in to Section 11 Implementation Plan)

Section 10: Travel Demand Management

- Summarize regional Travel Demand Management initiatives/accomplishments
 - Highlight UVTMA
- Policies and recommendations related to Travel Demand Management (should inform/tie in to Section 11 Implementation Plan)
 - Park-and-Ride Facility Needs

Section 11: Implementation Plan

- Summary matrix compiled from the goals, policies, and recommendations of previous sections.
 - Should identify potential funding sources and/or responsible parties/champions

Adjournment:

Mike Lavalla moved to adjourn the meeting at 6:35 PM. Clint Bean seconded and the motion passed unanimously.