

**Upper Valley Lake Sunapee Regional Planning Commission
Meeting of the Transportation Advisory Committee (TAC)**

December 14, 2010 Meeting Minutes
UVLSRPC Offices- Lebanon, NH

Attendees:

Van Chesnut, Chair, Advance Transit
Dick Jones, Lyme
Peter Kulbacki, Hanover
Richard Lee, New London
Mike Lavalla, Lebanon
Bruce Temple, Claremont
Ray Burton, NH Executive Council
Dean Eastman, NHDOT
Nate Miller, UVLSRPC

Acceptance of October 12th Meeting Minutes

Following introductions, Dick Jones moved that the minutes of October 12th be accepted as submitted. Peter Kulbacki seconded and the motion passed unanimously with Mike Lavalla and Bruce Temple abstaining.

Prioritization of Safe Routes to School Round 5 Applications

The TAC scored and prioritized two grant applications for Safe Routes to School Round 5 grant funding:

- **City of Lebanon-** Infrastructure/Non-infrastructure (\$97,128)
- **NH BikeSmart Program-** Non-infrastructure (\$5,000)

The TAC scored the City of Lebanon's application under the 100-point scoring system for SRTS Infrastructure/Non-Infrastructure projects.

Scoring Criteria	Maximum Points	City of Lebanon
Comprehensive SRTS Travel Plan	20	20
Surveys/Site Visits	5	5
Education	10	9
Encouragement	10	10
Enforcement	10	8
Engineering	20	18
Inclusive SRTS Task Force	5	5
Documented Municipal and School Support	5	5
Parental Support	5	5
Educational Community Support (e.g. PTA/PTO)	5	4
Support from Biking/Walking Advocacy Groups	5	5
Disadvantaged Communities	20 (bonus)	6
Total	100 (+20 bonus)	100

Comments Related to the City of Lebanon Application:

The TAC commended the City of Lebanon for its proactive implementation of the Safe Routes to School Travel Plans developed for the Hanover Street and Mount Lebanon elementary schools. In addition to its infrastructure (engineering) initiatives, Lebanon continues to propose innovative ideas in the fields of education, encouragement, and enforcement. Specific TAC comments on the City of Lebanon's application are listed below.

Related to the Engineering Budget:

- The TAC noted that preliminary engineering costs for SRTS infrastructure projects are often substantial, and the application does not provide a budget for engineering costs.

Related to Private Property Impacts:

- The TAC noted that the proposed infrastructure project will have private property impacts, and the application does not provide a budget for Right-of-Way costs.

Related to the Disadvantaged Communities Criterion:

In their scoring of the City of Lebanon's application, the TAC awarded 6 points to the City of Lebanon under the "Disadvantaged Communities" criterion. The TAC awarded these points based on the special strategies delineated in the SRTS Travel Plan for encouraging children living at the Romano Circle subsidized housing development in West Lebanon to walk and bike to school. Currently, approximately 35 elementary school students live at Romano Circle. However, as members of the TAC noted, the Romano Circle housing development is being expanded and additional elementary school students will likely move into the development, making the implementation of the City's SRTS encouragement strategies especially timely and pertinent.

Bruce Temple moved that the TAC award 100 points and recommend full funding of the City of Lebanon application to the New Hampshire Department of Transportation. Ray Burton seconded and the motion passed unanimously.

Comments Related to the NH BikeSmart Application:

TAC members recognized the important function that the NH BikeSmart Program serves in training children about bicycle safety, and supported the program's mission. However, TAC members also recognized that the SRTS Scoring Criteria are geared toward evaluating projects based on parent/student surveys, locally-developed travel plans, elements of each of the "Five E's", and broad documented support. The NH BikeSmart application does not fit into that framework, and for this reason, the TAC chose not to score the application.

The TAC requested that the SRTS Statewide Advisory Committee use its sole discretion in evaluating the NH BikeSmart Program application, and determining the application's suitability for SRTS funding.

Ten-Year Transportation Improvement Plan Update

Nate Miller reported that the two-year planning cycle to update the Ten-Year Transportation Improvement Plan has started. However, Regional Planning Commissions have not yet received formal guidance from NHDOT about a potential solicitation for projects, or lack thereof.

Nate Miller noted that there hasn't been a solicitation for new TYP projects in the last two update cycles. For this reason, UVLSRPC is considering asking for communities to identify new projects for consideration. At a minimum, this would allow for an updated inventory of unfunded transportation needs in the region.

Nate Miller advised that other Regional Planning Commissions have announced similar calls for projects on their own volition. However, he will continue to seek formal guidance from NHDOT to avoid falsely raising community expectations about the TYP update process.

Other Business

Van Chesnut moved to adjourn the meeting at 6:30 PM. Mike Lavalla seconded and the motion passed unanimously.