

Minutes of the Virtual Joint Transportation Committee (JTC) Meeting  
 Wednesday, February 17, 2021  
 Pioneer Valley Planning Commission  
 60 Congress Street, Springfield, Massachusetts 01104

**Present were:**

Name	Affiliation	Name	Affiliation
Daryl Amaral	MassDOT District 2 Office, Engineer	Tim Keane	Town Engineer, Longmeadow
Gary Briere	MassBike	Derek Krevat	Transportation Planner, MassDOT
Matt Chase	Professional Engineer, VHB	Nick LaPoint	Fuss & O'Neill
Robert Colson	DPW Director, West Springfield	Dan McCormick	UMass- Amherst
Nick Dines	Town of Williamsburg	Dan Murphy	City Engineer, Easthampton
Wayne Feiden	Northampton Planning Director	Charlene Nardi	Williamsburg Town Administrator
Peter Frieri	MassDOT District 1	Carmen Rosado	Stavros
Connor Knightly	Project Mgr., West Springfield	Jason Skeels	Town Engineer, Amherst
Van Kacoyannakis	Civil Engineer, VHB	Marvin Ward	MassBike Easthampton
<b>PVPC Staff</b>			
Rana Al-Jammal	Senior Planner Specialist	Dana Roscoe	Principal Planner
Andy McCaul	Senior Transportation Planner	Gary Roux	Principal Planner
Jeff McCollough	Senior Transportation Planner	Louise Sullivan	Admin Support

**1. Open Meeting**

PVPC Senior Transportation Planner Andy McCaul opened the JTC Zoom meeting at 10:15 a.m. which was later than usual because of a problem with the Zoom program. Mr. McCaul asked everyone to introduce themselves.

**2. Minutes of Previous Meeting**

The minutes of the previous meeting could not be approved due to lack of a quorum.

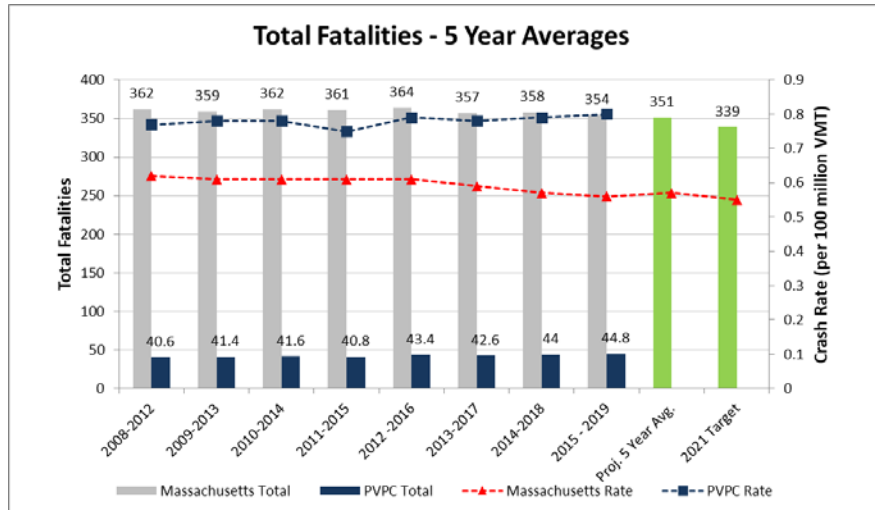
**3. PVMPO Safety Performance Measure – Regional Targets**

PVPC Principal Planner Gary Roux explained that the Federal Highway Administration (FHWA) requires that Performance Measure targets be developed for Safety Measures annually as part of federal transportation rules and safety laws. He added that the Performance Measure targets need to be adopted by the Pioneer Valley MPO by the end of February. Mr. Roux explained that rather than have the Pioneer Valley MPO adopt own set of performance measures and targets, it makes more sense to adopt the state performance measures and targets because MassDOT will provide all necessary data and do all the required reporting.

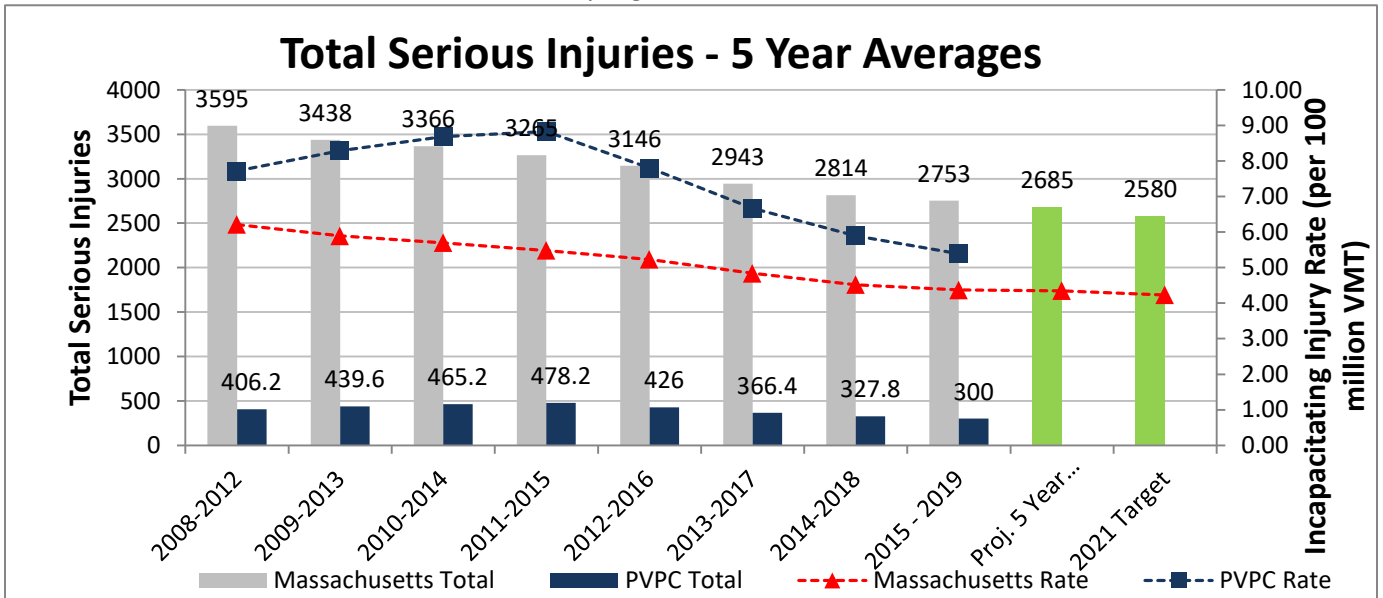
Mr. Roux reported that the five annual safety targets required by State Departments of Transportation and Metropolitan Planning Organizations (MPOs) are as follows:

- Total number of fatalities
- Rate of fatalities per 100 million vehicle miles traveled (VMT)
- Total number of serious injuries
- Rate of serious injuries per 100 million VMT
- Total number of non-motorized fatalities and serious injuries

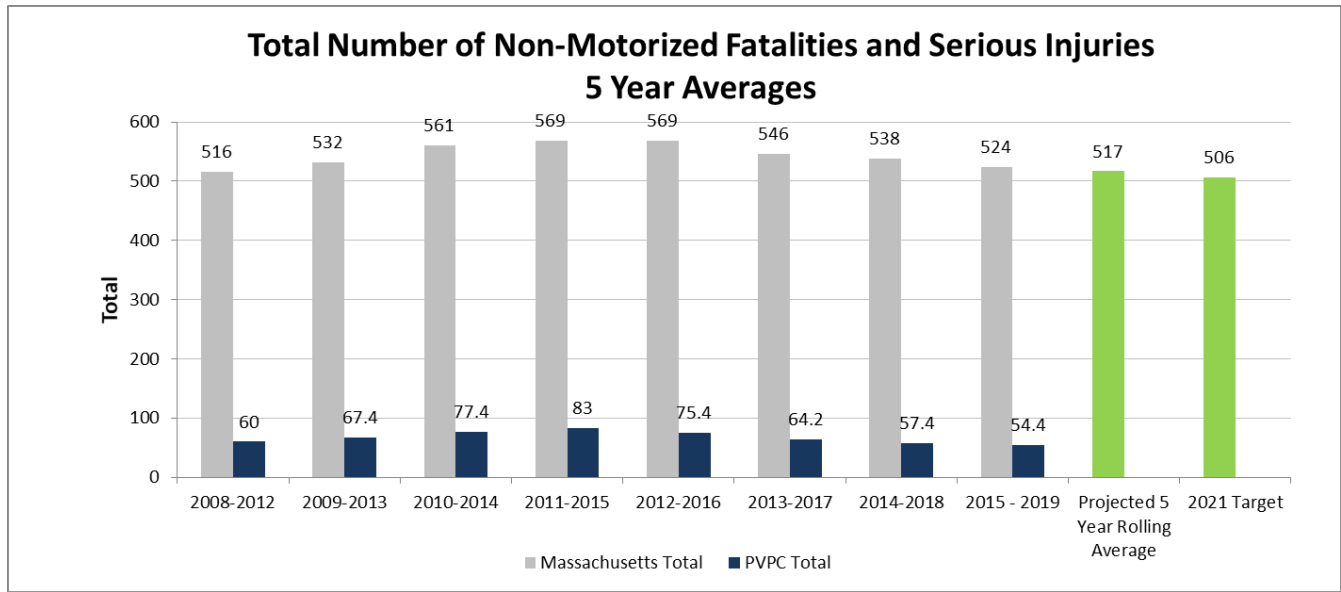
Mr. Roux then displayed a series of charts that compared the statewide and regional trends. Pointing to a PowerPoint slide illustrating 5-year rolling averages showing ranges for Total Fatalities as set by MassDOT is illustrated in the graph on the right, Mr. Roux explained that this is an updated set of measures and targets reflecting that the Massachusetts total for fatalities has decreased with the Pioneer Valley region’s rate slightly increased. He underscored that the goal is zero fatalities statewide.



Mr. Roux displayed the Total Serious Injuries – 5 Year slide shown below saying that it illustrates a downward trend for 2021 statewide and for the Pioneer Valley region.



Displaying the slide below, Mr. Roux noted that these totals were updated to include skate board and wheel chair injuries and fatalities. He stated that again there is a downward trend shown statewide and for the Pioneer Valley region,



Mr. Roux stated that we are proposing to adopt the statewide Performance Measures and State Targets as shown in the chart below. He noted that this same Safety Performance Measures presentation will be shared with the MPO members next week at the February 23rd meeting with the recommendation that the MPO adopts the statewide targets and performance measures.

Performance Measure	State Target
Total Number of Fatalities	Reduce the Total Number of Fatalities to 339 or less statewide
Rate of Fatalities per 100 Million Vehicle Miles Traveled (VMT)	Reduce the Rate of Fatalities to 0.55/100 million VMT or less statewide
Total Number of Serious Injuries	Reduce the Total Number of Serious Injuries to 2580 or less statewide
Rate of Serious Injuries per 100 Million VMT	Reduce the Rate of Serious Injuries to 4.23/100 million VMT or less statewide
Total Number of Non-Motorized Fatalities and Serious Injuries	Do not exceed the current average of 506 for the Total Number of Non-Motorized Fatalities and Serious Injuries statewide

Mr. Roux asked the JTC members if they are willing to share any 2018 or 2019 traffic data. If so, he indicated that it would be added to PVPC's traffic data to enable tracking the recovery from COVID-19. He requested that they send their traffic data to him at [gmRoux@pvpc.org](mailto:gmRoux@pvpc.org).

#### **4. FFY 2022 Unified Planning Work Program (UPWP) - Development**

PVPC Principal Planner Gary Roux explained that the Unified Planning Work Program (UPWP) is the annual summary of all the proposed transportation tasks scheduled over the next fiscal year from October 1st of this year until September 30th of next year, 2022. He added that the UPWP will follow the same development schedule as the Transportation Improvement Program (TIP). Mr. Roux stated that a draft Unified Planning Work Program (UPWP) will be submitted to MassDOT for review by Friday, April 2, 2021, and presented to the JTC members at their April 14th meeting to obtain their recommendation to the MPO. Then the MPO on Tuesday, April 27th, will release the UPWP for a 21-day required public review. Mr. Roux indicated that the MPO is scheduled to adopt the UPWP at their MPO meeting on Tuesday, May 25, 2021.

Mr. Roux encouraged the JTC members to contact him if they have transportation planning tasks or studies that they would like to have included in next year's UPWP especially studies emphasizing mobility enhancement and safety enhancement. Regarding congestion improvement studies, Mr. Roux explained that there will be concern about PVPC staff members' ability to collect data because with so many people working at home, traffic volumes are lower with fewer peak hours of travel. He underscored that if the JTC members have a project that they would like considered for inclusion in the UPWP, they need to provide a letter from their Chief Elected Official addressed to PVPC's Executive Director Kimberly Robinson by no later than Friday March 26th in order for the project to be considered for inclusion in the UPWP. Mr. Roux emphasized that if there's a question about a proposed project qualifying for the UPWP program, JTC members are encouraged to speak with him.

Mr. Roux reported that the current UPWP tasks are on schedule. He explained that the traffic counting program was modified last summer in order to add more locations and a summary report will be released in April. Mr. Roux remarked that the Park and Ride/Truck Stop Occupancy Report is being delayed in order to obtain more data and a report will be released this summer. Mr. Roux indicated that there will soon be a draft report on the Shared Use Path User Survey that was completed in Southwick and Westfield; but the Congestion Dashboard, the I-91 Southbound Congestion Analysis and transit work are temporarily on hold. Mr. Roux added that there will be a ValleyBike Year 3 Summary Report released shortly; and as soon as Jeff McCollough has information on Baystate Bike Week, there will be an update on that event.

Mr. Roux stated that the proposed FFY 2022 UPWP Tasks consist of four work elements shown on the Zoom meeting screen in four sections: 1.0 Management and Certification of the 3C Process; 2.0 Technical Support and Greenhouse Gas Data Collection; 3.0 Regional Transportation Plan (RTP) Planning and 4.0 Ongoing Transportation Planning. Mr. Roux explained that the first section consists of management tasks in the development of the 3C Process, the Transportation Improvement Program (TIP), Environmental Justice, and Title VI Planning. The second section involves traffic counting and data collection including GIS (Geographic Information System) data. Mr. Roux explained that Section 3.0 includes transportation planning consisting of goals and tasks that support the Regional Transportation Plan (RTP). In addition, Mr. Roux stated that bike share and transit tasks were moved from Section

4 to Section 3, and Section 3 comprises one-third of the budget. And Section 4.0 consists of transportation planning activities that support the day to day operations of the regional transportation system.

Mr. Roux encouraged the JTC members to make suggestions for the UPWP and he underscored that PVPC staff members are always happy to meet with JTC members who have requests for a project to be included in the UPWP.

## **5. FFY 2022 – 2026 TIP Development**

### *Update Current Schedule*

PVPC Senior Transportation Planner Andy McCaul explained that the TIP development schedule was discussed at the January 13th JTC meeting and on the next day, there was a Transportation Evaluation Criteria (TEC) review. On January 15th, letters were mailed to the Chief Elected Officials informing them of the start of TIP development for FFY 2022 – FFY 2026. Mr. McCaul explained that the MPO meeting scheduled for January 26th was not held so the Project Universe was not introduced to the MPO members. He continued with the TIP development schedule saying that the MassDOT Project Review Committee (PRC) meeting was held on January 29th; updated TEC forms were sent by the PVPC on February 8th; PVPC staff met with MassDOT on February 9th to review TIP transportation projects; February 10th was TIP Day; and today's JTC meeting is focused on the preferred TIP project list and project cost increases which will be discussed at this month's MPO meeting on Tuesday, February 23rd.

Mr. McCaul reviewed the rest of the TIP Development Schedule saying that on March 10th, the JTC will review comments made by MPO members at their February meeting on the TIP project list submitted to them and then the JTC will identify a preferred list of TIP projects. On March 23rd, the MPO will review the JTC's recommended list of preferred TIP projects; and on April 14th, the JTC will perform a final review of the FFY 2022 – 2026 TIP based on comments received from the MPO and MassDOT; and then the JTC members will make a recommendation to the MPO that they approve the release of the draft 2022 – 2026 TIP for a required 21 day public review period. On April 27th, the MPO reviews the JTC recommended draft FFY 2022 – 2026 TIP and releases it for the 21 day required public review period. On May 12th, there will be a TIP Public Hearing and the JTC will review comments on the draft FFY 2022 – 2026 TIP. Mr. McCaul stated that the Development Schedule will culminate with the MPO meeting on May 25th with the MPO members endorsing the FFY 2022 – 2026 TIP.

### *First Look at Updated Project Universe*

Mr. McCaul called the JTC members' attention to the spreadsheet entitled *2022 – 2026 TIP Project Ranking*. Mr. McCaul explained that this is the new TIP project list after all the TEC forms were reviewed and the design was updated for each project. He indicated the column labeled *Project Info Cost Estimate* saying that these project costs have been reviewed by MassDOT and they are the costs that will be used to develop the TIP. Mr. McCaul pointed out that the top six projects listed are all at 75% design and are programmed in the TIP. Listed beneath that are the projects at 25% design followed by those at zero design. Mr. McCaul reported that these 40 projects total just a little over \$300 million. Of those projects, 31 are STP, 17 are CMAQ eligible and 9 are bicycle-pedestrian projects.

Mr. McCaul displayed the *STIP Investments Report for 2021* and he referred to the following projects listed on the spreadsheet that were funded: the Hadley Reconstruction on Route 9 (605032) Project, the Westfield Route 20 and Court Street (607773) Project, the Amherst Routes 9 and 116 (608084) Project and the Springfield Intersection (608782) Project. Mr. McCaul reported that these projects have the following cost increases: Hadley (605032) - \$725,000; Westfield (607773) - \$457,000; Amherst (608084) - \$380,000 and Springfield (608782) - \$222,000 which results in the TIP being over programmed by \$1.7 million. Mr. McCaul noted that hopefully the overage can be resolved with MassDOT without taking any major action. Derek Krevat commented that he will have an update on the overage next week. Mr. McCaul continued delineating the details for the projects listed in the *STIP Investments Report* for fiscal years 2022, 2023, 2024, 2025, and 2026. He indicated that the JTC members will be seeking a recommendation of the updated Project Universe in March. Mr. McCaul encouraged the JTC members to contact him with any questions or concerns they may have regarding the TIP projects listed in the updated Project Universe.

PVPC Principal Planner Dana Roscoe interjected that in March, the first list that was shared with PVPC staff and JTC members of projects that have not yet been programmed will be reviewed but there are fiscal constraints of approximately \$25 - \$26 million so two or three scenarios we may have to be considered. Mr. McCaul then moved on to the next agenda item.

#### 6. **Other Business**

Mr. McCaul adjourned this meeting at 11:20 a.m. since there was no other business to conduct. A motion to adjourn the meeting wasn't possible because there was not a quorum.

#### **Relevant Documents Emailed for this February 17, 2021 JTC Meeting:**

- *Joint Transportation February 17, 2021 Meeting Agenda*
- *Minutes of the January 13, 2021 Joint Transportation Committee Meeting*
- *Handout on the FFY 2020 UPWP*
- *Project Ranking February 16, 2021*
- *FFY 2022 – 2026 TIP Development Schedule, February 16, 2021*
- *FFY2022 Unified Planning Work Program for the Pioneer Valley MPO*
- *FFY 2021 - 2025 TIP – Project Status*
- *February 17, 2021 Meeting Slides*
- *Safety Performance Measures 2021*