

Minutes of the Virtual Joint Transportation Committee (JTC) Meeting
 Wednesday, April 14, 2021
 Pioneer Valley Planning Commission
 60 Congress Street, Springfield, Massachusetts 01104

Present were:

Name	Affiliation	Name	Affiliation
Daryl Amaral	MassDOT District 2 Office, Engineer	Wayne Feiden	Northampton Planning Director
Dan Banister	Williamsburg Highway Dept.	Peter Frieri	MassDOT District 1
Randy Brown	DPW Director, Southwick	Betsy Johnson	Walk/Bike Springfield
Chris Bouchard	DPW Director, South Hadley	Tim Keane	Town Engineer, Longmeadow
Paul Burns	PVTA Director, Transit Operations	Derek Krevat	Transportation Planner, MassDOT
Robert Colson	DPW Director, West Springfield	Nick LaPoint	Fuss & O'Neill
Mark Cressotti	City Engineer, Westfield	Mike McManus	Superintendent, Holyoke DPW
Nick Dines	Town of Williamsburg	Dan Murphy	City Engineer, Easthampton
Dave Desrosiers	Superintendent, Granby DPW	Carmen Rosado	Stavros
Andy Krar	City Engineer, Springfield	William Sayre	Williamsburg Select Board
		Marvin Ward	MassBike Easthampton
PVPC Staff			
Andy McCaul	Senior Transportation Planner	Dana Roscoe	Principal Planner
Jeff McCollough	Senior Transportation Planner	Gary Roux	Principal Planner
		Louise Sullivan	Admin Support

1. Open Meeting

PVPC Principal Planner Dana Roscoe opened the JTC Zoom meeting at 10:15 a.m. and he asked PVPC Senior Transportation Planner Andy McCaul to perform a roll call.

2. Minutes of Previous Meeting

Mr. McCaul stated that there was a quorum present, and he asked for a motion to approve the Joint Transportation Committee (JTC) minutes of the March 10th JTC meeting.

MOVED BY WAYNE FEIDEN, OF THE CITY OF NORTHAMPTON, SECONDED BY PAUL BURNS, OF THE PIONEER VALLEY TRANSIT AUTHORITY, TO APPROVE THE JOINT TRANSPORTATION COMMITTEE (JTC) MEETING MINUTES OF THE MARCH 10TH, 2021 MEETING. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

Mr. Roscoe then moved to take up agenda item 3.

3. JTC ByLaws – Final Review and Approval

PVPC Principal Planner Gary Roux reported that the JTC Bylaws had been discussed in 2019 and in February 2020, but the bylaws weren't finalized because of the onset of COVID-19. Mr. Roux stated that the JTC Bylaws were emailed to the JTC members last month, and he began scrolling through the bylaws on the Zoom screen. He noted that yellow highlighting indicates new language added to the bylaws and a line drawn through words reflects what has been removed.

Scrolling to page 6, Mr. Roux pointed out that changes have been made to Sections 1.6: *JTC Meetings* and 1.7: *Participation*. He added that a protocol that's now reflected in the JTC Bylaws states that when the JTC Chairman or Vice Chairman can't attend a JTC meeting, Pioneer Valley Planning Commission (PVPC) staff will assume the role of the Chairman for that meeting. Mr. Roux asked if there were any questions or suggestions concerning the JTC bylaws. There being none, he asked that the JTC Bylaws with the additional language suggested be adopted and Mr. Roscoe recognized a motion.

MOVED BY MARVIN WARD, OF MASSBIKE EASTHAMPTON, SECONDED BY PAUL BURNS, OF THE PIONEER VALLEY TRANSIT AUTHORITY, TO APPROVE THE JTC BYLAWS INCORPORATING THE ADDITIONAL LAUGUAGE AS PRESENTED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

4. JTC Chair and Vice Chair – Discussion, Nomination, and Approval

PVPC Principal Planner Gary Roux explained that the JTC members can select a new JTC Chairman at this time or they can take time to discuss the process of selecting a Chairman to replace Jim Czach who has served as Chairman over the past several years. Marvin Ward suggested nominating Mark Cressotti but Mr. Cressotti replied that he wishes to complete his term as Vice Chairman which ends in eleven months. Betsy Johnson noted that the Chairman plays a greater role than chairing meetings. Mr. Roux agreed saying the Chairman maintains meetings in accordance with Robert's Rules of Order, the JTC Bylaws, and special rules of the JTC. He added that the chairman is required to attend MPO meetings and deliver a report on the work being done by the JTC.

Mr. Roux remarked that in the past, self-nominations have been allowed. Mr. McCaul asked the members to let PVPC staff know if they wish to self-nominate wherein Carmen Rosado requested that the JTC members be provided with the rules and responsibilities of the Chairman in writing. Mr. Roux asked Mr. McCaul to send the members the document that explains the responsibilities of the JTC Chairman and Vice Chairman.

5. FFY 2022 Unified Planning Work Program (UPWP) –Update, Review, Make Recommendation to MPO

PVPC Principal Planner Gary Roux displayed the draft *FFY 2022 Unified Planning Work Program (UPWP)* for the time period of October 1st of this year until September 30th of 2022. Mr. Roux explained that the UPWP is the annual summary of all the proposed transportation tasks that the PVPC plans to conduct over the next fiscal year. Mr. Roux indicated that the JTC will propose the draft UPWP to the MPO members at their meeting on April 27th, and ask them to release the UPWP for a required 21-day public review. He added that depending on feedback, the MPO members will be asked to endorse the UPWP at their May meeting.

Mr. Roux proceeded to review the four parts of the UPWP as follows:

- Work Element 1: Development of the TIP, the UPWP, Environmental Justice, Title VI planning and the public participation process
- Work Element 2: Data collection in support of the UPWP, transportation analysis and tracking regional transportation performance measures
- Work Element 3: Transportation planning in support of the Regional Transportation Plan (RTP) and key studies for FFY 2022 including:
 - Task 3.1: Support of regional Complete Streets planning and Monson's pedestrian safety study
 - Task 3.2: Support of the regional bikeshare program and ValleyBike communities
 - Task 3.3: Regional Freight Planning, analysis of low clearance railroad underpass in Holyoke
 - Task 3.4: Regional Congestion Management Process Project development
 - Task 3.5: Regional Pavement Management in eight communities
 - Task 3.6: Regional Performance Measures assessment and performance-based planning
 - Task 3.7: Regional Safety and Planning and use of IMPACT Safety Analysis Tools
 - Task 3.8: Transit System Surveys and Route Implementation in collaboration with PVTA
 - Task 3.9: Regional Transit Planning in cooperation with PVTA
 - Task 3.10: Paratransit Planning Assistance in support of PVTA services for disabled and elderly
 - Task 3.11: Climate Change Implementation and updating regional Climate Action Strategies
 - Task 3.12: Green Streets and Infrastructure Planning and DLTA assistance to municipalities
- Work Element 4: Scenic Byway Planning, Regional Land Use Planning and local technical assistance

Mr. Roscoe thanked Mr. Roux for his presentation and he asked the JTC members to recommend that the MPO members release the draft UPWP for a required 21-day public comment period.

MOVED BY MARVIN WARD, OF MASSBIKE EASTHAMPTON, SECONDED BY MARK CRESSOTTI, OF THE CITY OF WESTFIELD, TO APPROVE THE RECOMMENDATION THAT THE MPO MEMBERS RELEASE THE DRAFT FFY 2022 UNIFIED PLANNING WORK PROGRAM (UPWP) AS PRESENTED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF FOR A REQUIRED 21 DAY PUBLIC REVIEW. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

6. FFY 2022 – 2026 TIP Development

- Update Current Schedule
- Review Draft 2022-2026 TIP and Make Recommendation to MPO

Before discussing the FFY 2022 – 2026 TIP development, PVPC Senior Transportation Planner Andy McCaul reported that the Hadley Advanced Reconstruction on Route 9 (605032) Project between FFY 2021 and FFY 2022 has had a cost increase of approximately \$725,000 and PVPC staff has been working with MassDOT in an attempt to fund the cost increase. Mr. McCaul indicated that MassDOT recommends that the cost increase be absorbed in FFY 2022. FFY 2022 is Year One on the development side, but in the FFY 2021-25 TIP, FFY 2022 is Year Two in the TIP. Mr. McCaul further explained that MassDOT wants to ensure that Year Two of the current FFY 2021 – 2025 TIP is consistent with Year One of the FFY 2022 - 2026 TIP. Therefore, a cost increase for the Hadley (605032) Project will be absorbed in FFY 2022. MassDOT guidance states that if the line item for the Hadley Project is

increased approximately by \$725,000, MassDOT will absorb additional money from the Holyoke Traffic Signal Upgrades at 15 Intersections along High and Maple Streets (606450) project in their statewide line item. Mr. McCaul noted that because the West Springfield Reconstruction of Memorial Avenue (608374) Project is funded over three fiscal years, some of that project's cost was moved into FFY 2024. He added that there was a small increase in Easthampton project's cost but that will be absorbed by MassDOT.

Mr. McCaul briefly reviewed the TIP schedule saying that today the JTC will make a recommendation to the MPO for the review and release of the draft FFY 2022 – 2026 TIP for the required 21 day public review. Then at the April 27th MPO meeting, the MPO will release the FFY 2022 -2026 TIP for the 21 day public review. Mr. McCaul added that there will be a TIP Public Hearing on May 12th and on May 25th, the MPO will review the FFY 2022 – 2026 then provide endorsement.

Mr. McCaul presented a brief overview of the transit side of the FFY 2022 – 2026 TIP and he displayed the document entitled *TIP 2022 – 2026*. He indicated that \$17 million in 5307 capital funds has been allocated for the purchase of new buses, improvement to facilities and building maintenance along with \$7.5 million in other non-federal aid. Mr. McCaul stated that the total funding in Year One is just under \$26 million. He reported that Year Two has similar line items for 5307 and 5339 funding including new and rehabilitated buses, electric buses, facility improvements and charging stations with a total of \$27 million in Year two. He then briefly reviewed Years 3 through 6. Paul Burns, PVTA Director for Transit Operations, commented that many of PVTA's buses are in need of replacement and electric buses cost twice as much as diesel powered buses.

Mr. McCaul displayed the *Pioneer Valley Region Program* document and reported that for FFY 2022, the Hadley Reconstruction on Route 9 (605032) Project experienced \$700,000 cost increase, the Holyoke Traffic Signal Upgrades (606450) Project experienced a cost decrease, the West Springfield Memorial Avenue (608374) Project had a decrease in cost in Year1 and the Easthampton Improvements on Route 141 (608577) Project had a \$300,000 increase in FFY 2022.

Also for FFY 2022, Mr. McCaul reviewed the statewide bridge projects along with the Northampton Bridge Street Elementary School Improvements (609515) Project; the second part of the Holyoke Traffic Signal Upgrades (606450) Project which has had a cost increase and the Amherst, Belchertown Norwottuck Rail Trail Resurfacing Project.

In Year Two, Mr. McCaul reported on the Granby Improvements on Route 202 (606895) Project, the Wales Improvements on Monson Road (608163) Project and the second year of the West Springfield Memorial Avenue (608374) Project funded in Year One saying that there is \$200,000 available in Year Two.

For Year Three, Mr. McCaul reported on the Cummington Reconstruction on Route 9 Retaining Wall (606797) Project for just under \$2 million; the third year of the West Springfield Reconstruction of Memorial Avenue (608374) Project; the Springfield Reconstruction of Sumner Avenue at the "X" (608717) Project; and Phase 2 of the Worthington Reconstruction on Route 143 (609287) Project; and he stated that there is \$500,000 left in target funding in Year Three.

For FFY Year 2025, Mr. McCaul reported a \$300 million dollar budget and he listed the Holland Resurfacing on Brimfield Road (608727) Project at a little over one million dollars; the Longmeadow-Springfield Resurfacing on Route 5 (608881) Project; the Northampton Downtown Improvements on Route 9 (609286) Project; the Springfield Bridge Replacement on Armory Street (609409) Project at about \$37 million dollars; the Westhampton Bridge (610768) Project; the Northampton Bridge Replacement (608869) Project; the Hadley Bridge Replacement (608460) Project; the Monson-Palmer Bridge Replacement (604136) Project; the Worthington Resurfacing Work on Route 112 (612031) Project; the Chicopee Hugh Schott Streiber Elementary School Improvements (612079) Project; the Northampton Rocky Hill Greenway Trail (608413) Project; and the Easthampton-Northampton Shared-Use Path (610657) Project

In FFY 2026, Mr. McCaul listed the South Hadley Reconstruction of Main Street (608785) Project; the Chicopee Intersection Improvements (609061) Project; the Holyoke Resurfacing Work (609065) Project; and the Springfield-Chicopee Traffic Sign Replacement (611953) Project. At this point, Mr. Roscoe asked if the JTC members had any questions or comments on the draft FFY 2022 – 2026 TIP.

After a short discussion of future funding possibilities, Mr. Roscoe asked for a motion to recommend to the MPO members that the draft FFY 2022 – 2026 TIP be released by the MPO for the 21-day required public review period.

MOVED BY MIKE MCMANUS, OF THE CITY OF HOLYOKE, SECONDED BY CHRIS BOUCHARD, OF THE TOWN OF SOUTH HADLEY, TO APPROVE THE RECOMMENDATION THAT THE MPO MEMBERS RELEASE THE DRAFT FFY 2022 – 2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AS PRESENTED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF FOR A REQUIRED 21 DAY PUBLIC REVIEW. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES

7. Other Business

There being no other business, Mr. Roscoe thanked everyone for their attendance and he announced that the next JTC meeting is scheduled for May 12th at 10:15 a.m. Mr. Roscoe adjourned this meeting at 11:40 a.m.

Relevant Documents Emailed for this April 14, 2021 JTC Meeting:

- *Joint Transportation April 14, 2021 Meeting Agenda*
- *Minutes of the March 10, 2021 Joint Transportation Committee Meetings*
- *Bylaws of the Pioneer Valley Joint Transportation Committee (Ratified on July 15, 2015)*
- *FFY 2022 – 2026 TIP Development Schedule*
- *FFY2022 Unified Planning Work Program for the Pioneer Valley MPO*