

Minutes of the Joint Transportation Committee (JTC) Meeting

Wednesday, February 19, 2020

Pioneer Valley Planning Commission

60 Congress Street, 2nd Floor Large Conference Room

Springfield, Massachusetts 01104

Present were:

Name	Affiliation	Name	Affiliation
Dan Banister	Williamsburg DPW	Van Kacoyannakis	Civil Engineer, VHB
Mike Bolduc	MassDOT District 2	Andy Krar	Town Engineer, Longmeadow
Gary Briere	MassBike	Nick LaPoint	Fuss & O'Neill
Randy Brown	DPW Director, Southwick	Daniel McCormack	Beta Group
Dan Call	Westfield Columbia Rail Trail	Dan Murphy	City Engineer, Easthampton
Matt Chase	VHB	Charlene Nardi	Town Administrator, Williamsburg
Michelle Chase	Engineer, Agawam	Tolu Oke	Mgr. Transit Planning/Analysis, PVTA
Jeremy Cigal	Civil Engineer, City of Westfield	Bob Peirent	Engineer, Holyoke
Mark Cressotti	City Engineer, Westfield	Viv Price	Acting Dir. DPW, South Hadley
Jim Czach	West Springfield DPW	Doug Roberts	DPW Superintendent, Granville
Nick Dines	Town of Williamsburg	Charley Rose	Selectman, Worthington
David Desrosiers	Highway Superintendent, Granby	Jason Skeels	Town Engineer, Amherst
Douglas Ellis	City Engineer, Chicopee	Michael Suprenant	DPW Director, Ludlow
Peter Frieri	MassDOT District 1	Marvin Ward	MassBike Easthampton
Michael Joyce	Mgr. HWA, Milone/ MacBroom		
PVPC Staff			
Rana Al-Jammal	Senior Transportation Planner	Dana Roscoe	Principal Planner
Amir Kouzehkanani	Principal Transportation Planner	Gary Roux	Principal Planner
Andy McCaul	Senior Transportation Planner	Louise Sullivan	Admin Support

1. Introductory Remarks

Jim Czach opened the JTC meeting at 10:14 a.m. and he asked everyone to introduce themselves.

2. Minutes of Previous Meeting

Mr. Czach asked for a motion to approve the Joint Transportation Committee (JTC) minutes of the January 8, 2020 meeting.

MOVED BY DAVID DESROSIERIS OF THE TOWN OF GRANBY, SECONDED BY DAN CALL OF THE WESTFIELD COLUMBIA RAIL TRAIL TO APPROVE THE JOINT TRANSPORTATION COMMITTEE (JTC) MEETING MINUTES OF THE JANUARY 8, 2020 MEETING. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

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

3. Pioneer Valley Regional Freight Plan - Update

PVPC Principal Planner Gary Roux announced that yesterday he emailed Chapters 4 - 6 of the draft Pioneer Valley Regional Freight Plan to the JTC members. Mr. Roux explained that Chapter 4 identifies the economic development opportunities that freight presents in our region; Chapter 5 recommends strategies and identifies future needs; and Chapter 6 is an overview of the public participation process. Mr. Roux asked for feedback preferably before the March JTC meeting and he asked for a motion to send this draft Pioneer Valley Regional Freight Plan to regional freight providers and ask for comments. Mr. Czach then called for a motion to send out the draft Pioneer Valley Regional Freight Plan to individual freight providers.

MOVED BY BOB PEIRENT OF THE TOWN OF HOLYOKE, SECONDED BY DAVID DESROSIERS OF THE TOWN OF GRANBY TO SEND THE DRAFT PIONEER VALLEY REGIONAL FREIGHT PLAN TO REGIONAL FREIGHT PROVIDERS WITH A REQUEST FOR COMMENTS. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

Mr. Czach thanked Mr. Roux for his update and he moved on to agenda item 4.

4. MassDOT Engineering Directive E-20-001

Mr. Czach called on Transportation Planner/GIS Specialist Mike Bolduc, who works in the Project Development section of the MassDOT District 2 office in Northampton, to give an overview of the MassDOT Engineering Directive E-20-001 which is purported to streamline the design justification process. Mr. Bolduc reported that E-20-001 is a new engineering directive as of the beginning of this year which requires any project that was not at 25% design at the end of December 2019 to meet the standard specifications set forth in the new Design Justification Workbook. Mr. Bolduc explained that a game plan for implementation of E-20-001 will be proposed at a DR meeting tomorrow and he recommended that all municipalities and their designers become familiar with this directive by following the link <https://www.mass.gov/doc/controlling-criteria-and-design-justification-process-for-massdot-highway-division-projects-e/download> which delineates the criteria and design guidance applicable to all MassDOT Highway Division projects.

Mr. Czach thanked Mr. Bolduc for his presentation and he moved on to agenda item #5.

5. Joint Transportation Committee Bylaws - Review

Mr. Roux thanked everyone who sent in comments on the JTC Committee Bylaws. He reported that an update to the bylaws incorporating the comments and recommended changes was sent out last week. Mr. Roux called the JTC members' attention to the handout document entitled *Draft Bylaws of the Pioneer Valley Joint Transportation Committee* and he pointed out that the yellow highlighting indicates new additions and anything that has been stricken will be removed. Mr. Roux indicated that if the JTC members approve of draft JTC bylaws as explained, the bylaws will be presented to the MPO members at their March meeting. Mr. Czach then called for a motion to approve the updated JTC bylaws.

MOVED BY MARK CRESSOTTI OF THE TOWN OF WESTFIELD, SECONDED BY NICK DINES OF THE TOWN OF WILLIAMSBURG TO APPROVE THE *BYLAWS OF THE PIONEER VALLEY JOINT TRANSPORTATION COMMITTEE* FOR ENDORSEMENT BY THE METROPOLITAN PLANNING ORGANIZATION (MPO) MEMBERS. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

Mr. Czach thanked Mr. Roux and asked PVPC Senior Transportation Planner Andy McCaul to give an update on the Transportation Improvement Program (TIP)

6. Transportation Improvement Program (TIP) – TIP 2020 Project Status and 2021 – 2025 Development Schedule

PVPC Senior Transportation Planner Andy McCall called the JTC members attention to the handout document entitled *2020 Transportation Improvement Program (TIP) – Project Status February 2020*. Mr. McCall explained that PVPC staff is more restricted in what can be programmed in the TIP because MassDOT is moving to an online platform for all TIP programming that will make the process more streamlined. He explained that some TIP projects have incurred cost increases but those increases are not yet reflected in the TIP because approval from MassDOT is needed.

Mr. McCall pointed to the *Estimated Cost* column on the far right of the 2020 TIP Project Status handout document and stated that the 2020 TIP is currently over programmed by \$1.363 million. Mr. McCaul reported that MassDOT asked that no action be taken as a result of the overprogramming because it's hoped that the \$1.363 million can be absorbed by qualifying programs. Mr. McCaul indicated that a new updated draft 2020 TIP will be presented to the JTC members at their March meeting. He explained that at the March 24th MPO meeting, MPO members will review the JTC's recommendation of the preferred list of TIP projects and provide feedback.

Mr. McCall next called the JTC members' attention to the handout document entitled *Draft 2021-2025 TIP Project Ranking – February 14, 2020* which lists the TIP projects alphabetically and indicates the work that needs to be done and the project's estimated cost. Mr. McCall asked if there were any questions or concerns. Gary Briere asked about Congestion Mitigation and Air Quality Improvement (CMAQ) Program funding. Mr. McCall replied that any TIP project that has elements that will improve air quality has to have an internal analysis and be submitted to MassDOT for a consultation meeting. Then the TIP project needs to be reviewed to determine which elements of the project have air quality improvements that can be funded by the Congestion Mitigation and Air Quality Improvement (CMAQ) program. Mr. Roscoe added that our \$25 million dollar target will be programmed, and then MassDOT will choose whether or not some portion of that \$25 million is programmed with CMAQ funding. Mr. Roscoe underscored that the only way our target would increase beyond the \$25 million is if we were able to secure statewide CMAQ funding.

Mr. McCall urged the JTC members to advise the PVPC staff if they have a proposed TIP project that is not on the list for FY 2020 before March. He explained that the proposed FY 2020 TIP will be presented to the MPO members at their March 24th meeting. After the meeting, Mr. McCall continued, there will be a draft list of proposed FY 2020 TIP projects but the list won't be finalized until the April JTC meeting. Mr. McCall explained that because there is a conflict on the usual second Wednesday of the month JTC meeting, the April meeting will be held on Thursday, April 9th. Mr. Czach asked if anyone had a problem with that date. There being no response, Mr. Czach stated that the April JTC meeting will be scheduled for April 9th.

Mr. Czach moved on to the next agenda item.

7. Unified Planning Work Program (UPWP) Development Schedule

Mr. Roux held up the handout document entitled *2021 – 2025 Transportation Improvement Program (TIP) Development Schedule* and indicated that the Unified Planning Work Program (UPWP) Development Schedule is identical to the 2021 – 2025 TIP Development Schedule. Mr. Roux stated that a list of proposed UPWP projects will be presented at the March JTC meeting. He underscored that if the JTC members have a project related to their bike/pedestrian network, congestion, safety or resiliency that they would like considered for inclusion in the UPWP, they need to provide a letter from their chief elected official. 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.

8. Pioneer Valley Transit Authority (PVTA) – Current Activities

Tolu Oke, PVTA Manager of Transit Planning and Analysis, asked that the Pioneer Valley JTC and MPO to continue to support Massachusetts funding for the P20E I-91 Express route that runs from Union Station to the Holyoke Mall. She reported that there has been a 50% increase in ridership for this route and that the PVTA is planning to reconfigure the route to ensure that it meets the needs of its ridership.

9. Other Business

Mr. Roux reminded the JTC members about MassDOT's Milepost-based Exit Renumbering project. He stated that this is a federally required project and MassDOT will soon begin work on renumbering the exits on I-91. Mr. Roux indicated that folks have until 2022 to become accustomed with the renumbering and he recommended visiting the www.NewMassExits.com website for details. PVPC Principal Planner Dana Roscoe announced that a public information meeting on the exit renumbering project is scheduled for 6:30 p.m. on Tuesday, March 24, at the Springfield City Hall, Room 220.

There being no other business to conduct, Mr. Czach called for a motion to adjourn the meeting.

10. Adjourn

MOVED BY ANDY KRAR OF THE TOWN OF LONGMEADOW, SECONDED BY MARK CRESSOTTI OF THE CITY OF WESTFIELD, TO ADJOURN THE JOINT TRANSPORTATION COMMITTEE (JTC) MEETING AT 11:30 A.M. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

Relevant Documents Distributed at this February 19, 2020 JTC Meeting:

- *Joint Transportation Committee February 19, 2020 Meeting Agenda*
- *Minutes of the January 8, 2020 Joint Transportation Committee Meeting*
- *2021 – 2025 Draft TIP Project Ranking – February 14, 2020*
- *2020 Transportation Improvement Program (TIP) – Project Status February 2020*
- *2021 – 2025 Transportation Improvement Program (TIP) Development Schedule*
- *Milepost-based Exit Renumbering*
- *Pioneer Valley Regional Freight Plan – Chapter 4: Economic Development*
- *Bylaws of the Pioneer Valley Joint Transportation Committee*