

Minutes of the Tuesday, January 28, 2020 Meeting of the  
Pioneer Valley Metropolitan Planning Organization (MPO)  
held at the  
Pioneer Valley Planning Commission  
60 Congress Street, Springfield, MA 01104-3419

**MPO Members Present:**

David Mohler	Executive Director, Office of Transportation Planning, Massachusetts Department of Transportation (MassDOT) Representing MPO Chair Stephanie Pollack, Massachusetts Secretary of Transportation and Chief Executive Officer
Jim Czach*	Chairman, Joint Transportation Committee & Town Engineer, Town of West Springfield
Walter Gunn	Chairman, Pioneer Valley Planning Commission (PVPC)
Nicole LaChapelle	Mayor, City of Easthampton
Richard Masse	MassDOT District Two Office Representing Massachusetts Department of Transportation Highway Division Administrator Jonathan Gulliver
Alex Morse	Mayor, City of Holyoke
David Narkewicz	Mayor, City of Northampton
Domenic Sarno	Mayor, City of Springfield
William Reichelt	Mayor, City of West Springfield
Rick Sullivan	President and CEO, Economic Development Council of Western Massachusetts
Brandon Wilcox*	Community Planner, Federal Highway Administration (FHWA)

(\* denotes non-voting member)

**Guests and PVPC Staff Present:**

Mike Bolduc	MassDOT District Two Office (Northampton)
Elizabeth Botelho	City Engineer, City of Chicopee
Daniel Call	Columbia Greenway, City of Westfield
Chris Cignoli	DPW Director, City of Springfield
Peter Frieri	MassDOT District One Office (Lenox)
Amir Kouzehkanani	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Derek Krevat	Transportation Planner, MassDOT
Pete Landon	Longmeadow – Owner Landon Advisors
Andrew McCaul	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Jeff McCollough	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Mark Moore	MassDOT District One Office (Lenox)
Peg O’Neal	Worthington – Executive Assistant, Selectboard
Kimberly H. Robinson	Executive Director, Pioneer Valley Planning Commission (PVPC)
Dana Roscoe	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Charlie Rose	Worthington Selectboard Chair
Gary Roux	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Steve Savaria	Fuss & O’Neill
Louise Sullivan	Pioneer Valley Planning Commission (PVPC) – Support Staff

1. Chairman's Call to Order, Welcome and Opening Remarks

David Mohler, Executive Director, Office of Transportation Planning, Massachusetts Department of Transportation (MassDOT), Representing MPO Chair Stephanie Pollack, Massachusetts Secretary of Transportation and Chief Executive Officer, called the January 28, 2020 meeting of the Pioneer Valley Metropolitan Planning Organization (MPO) to order at 10:03 a.m. Mr. Mohler then welcomed and thanked all those in attendance and called for introductions from the MPO members and those in attendance. Following introductions, Mr. Mohler moved to take up the minutes of the previous MPO meeting held on July 23, 2019.

2. Minutes of the Previous Meeting of the Pioneer Valley MPO Held on July 23, 2019

Mr. Mohler called for a motion to approve the minutes of the previous Pioneer Valley MPO meeting which was held on July 23, 2019.

MOVED BY DOMENIC SARNO, MAYOR OF THE CITY OF SPRINGFIELD, SECONDED BY RICK SULLIVAN, PRESIDENT AND CEO, ECONOMIC DEVELOPMENT COUNCIL OF WESTERN MASSACHUSETTS, TO APPROVE THE MINUTES OF THE JANUARY 28, 2020 PIONEER VALLEY MPO MEETING AS PRESENTED. THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS THEN APPROVED BY THE MPO MEMBERS PRESENT

Mr. Mohler called on PVPC Principal Planner Dana Roscoe to discuss the required Annual Certification of the 3C Transportation Planning Process. Mr. Roscoe stated that on May 28th, the MPO members endorsed the Annual Certification of the 3C Transportation Planning Process for the Pioneer Valley Region. He explained that because federal referenced citations have since changed and the reference to SAFETEA-LU has been changed to reference the FAST Act, two endorsement sheets, one for the planning process and one for greenhouse gas emissions, need to be signed to indicate that the Pioneer Valley Metropolitan Planning Organization (MPO) is abiding by all federal rules and regulations that govern the MPO. Mr. Mohler then distributed the endorsement sheets for the MPO members to sign.

3. Review, Discussion and MPO Approval to release proposed adjustments and/or amendments to the 2020 Transportation Improvement Program (TIP) for the Required 21-day public review period

- Section 5310 Transit Amendment
- ValleyBike funding source amendment
- Any other amendments as needed

Mr. Mohler called on PVPC Principal Planner Dana Roscoe to discuss the Draft 2020 Transportation Improvement Program (TIP). Mr. Roscoe reported that the 2020 TIP is currently out for public review and he called the MPO members' attention to the documents entitled *2020 Pioneer Valley Region Transportation Improvement Program* and *TIP 2020 – 2024*. Mr. Roscoe explained that the 2020 TIP needs to go out for a 21-day public review period because of some minor changes: (1) the funding category has been changed for the ValleyBike Share Project to Congestion Mitigation and Air Quality Improvement (CMAQ) funding and (2) In addition to federal funding, additional funding has been obtained for several transit projects under Section 5310.

At this point, Mr. Mohler called for a motion.

MOVED BY DOMENIC SARNO, MAYOR OF THE CITY OF SPRINGFIELD, SECONDED BY WILLIAM REICHEL, MAYOR OF THE TOWN OF WEST SPRINGFIELD, TO APPROVE THE RELEASE OF A PROPOSED SECTION 5310 TRANSIT AMENDMENT AND A PROPOSED VALLEYBIKE FUNDING SOURCE AMENDMENT TO THE PIONEER VALLEY REGION'S CURRENT, FFY2020 TRANSPORTATION IMPROVEMENT PROGRAM (TIP), FOR THE REQUIRED 21-DAY PUBLIC REVIEW PERIOD

Mr. Mohler asked if there were any questions or further discussion needed regarding the subject motion.

THERE BEING NO FURTHER QUESTIONS OR COMMENTS, THE MOTION WAS UNANIMOUSLY APPROVED BY THE MPO MEMBERS PRESENT.

4. Review, Discussion and MPO Endorsement of Safety Performance Measures for the Pioneer Valley Region

Mr. Mohler called on PVPC Principal Planner Gary Roux to discuss the required Safety Performance Measures for the Pioneer Valley Region. Mr. Roux began by asking the MPO members to refer to two distributed handouts: *MassDOT Calendar Year 2020 (CY20) Safety Performance Measures Targets* and *MassDOT CY20 Safety Performance Measure Targets (PM1)*. Mr. Roux stated that the Federal Highway Administration (FHWA) requires that Performance Measure targets be developed for Safety Measures no later than February of this year as required under the FAST Act. Mr. Roux explained that rather than have the Pioneer Valley MPO adopt its own Safety Measures, it makes more sense to adopt the state performance targets MassDOT will provide all necessary data and do all the required reporting.

Mr. Roux explained that the 5 safety performance measures required under the FAST Act are:

- Total number of fatalities
- Rate of fatalities per 100 million vehicle miles traveled
- Total number of incapacitating injuries
- Rate of incapacitating injuries per 100 million vehicle miles traveled
- Total number of combined incapacitating injuries and fatalities for non-motorized vehicles

Mr. Roux gave a brief power point presentation on the federal safety performance measures requirements and a series of charts that compared the statewide and regional trends. He explained that the Pioneer Valley region is following state trends for the 5 safety performance measures indicating that the region is benefiting from regionally programmed safety improvement projects and statewide programs to improve safety.

Mr. Roux reported that the Safety Performance Measures were discussed at the January 8th Joint Transportation Committee (JTC) meeting and the JTC voted in favor of making a recommendation to the MPO to adopt the MassDOT Safety Performance Measure Targets for 2020. At this point, Mr. Mohler called for a motion.

MOVED BY DAVID NARKEWICZ, MAYOR OF THE CITY OF NORTHAMPTON, SECONDED BY RICK SULLIVAN, PRESIDENT AND CEO, ECONOMIC DEVELOPMENT COUNCIL OF WESTERN MASSACHUSETTS, TO ENDORSE THE ADOPTION OF THE 2020 MASSDOT SAFETY PERFORMANCE MEASURES FOR THE PIONEER VALLEY REGION

Mr. Mohler asked if there were any questions or further discussion needed regarding the subject motion.

THERE BEING NO FURTHER QUESTIONS OR COMMENTS, THE MOTION WAS UNANIMOUSLY APPROVED BY THE MPO MEMBERS PRESENT.

5. Review, Discussion and MPO Consideration of Proposed Amendments to the Pioneer Valley MPO Memorandum of Understanding (MOU)

Mr. Mohler called on PVPC Principal Planner Dana Roscoe to discuss proposed amendments to the Pioneer Valley MPO Memorandum of Understanding (MOU). Mr. Roscoe called the MPO members attention to the document entitled *Memorandum of Understanding Relating to the Comprehensive, Continuing Cooperative Transportation Planning and Programming Process and the Metropolitan Planning Organization*. Mr. Roscoe explained that this MOU was originally adopted in 1998. It was recommended as part of our recent federal certification review to clarify the roles of the PVTA and FRTA on the MPO. Mr. Roscoe pointed out that on the document proposed changes to the MOU are highlighted in yellow. He explained that the FHWA and the FTA made the following two recommendations in their latest certification review:

- The PVTA Administrator's role on the Metropolitan Planning Organization (MPO) was ambiguous.  
Mr. Roscoe explained that the PVTA Administrator's role is as an ex-officio, non-voting member but will act as an alternate the event that the Chair of the PVTA, David Narkewicz, cannot attend a MPO meeting. The proposed change to the MOU allows the PVTA Chair to designate a representative to the MPO when they are unable to attend a MPO meeting.
- A language change is needed to clarify that the Franklin Regional Transit Authority (FRTA) is an ex-officio member of the MPO.  
Mr. Roscoe reported that the other omission addressed that the Franklin Regional Transit Authority (FRTA) serves municipalities in the Pioneer Valley and must be included as an ex-officio member of the MPO. This correction has been made to the MOU.

Mr. Roscoe underscored that this agenda item is a non-action item. These changes will be presented to the MPO members at the February MPO meeting for action. Mr. Roscoe asked Brandon Wilcox, FHWA Community Planner, for comments. Mr. Wilcox replied that Mr. Roscoe's responses were appropriate and his summary was consistent with the FHWA's findings.

6. Introduction of the Universe of Projects Currently Under Consideration for Funding in the FY 2021 Transportation Improvement Program (TIP)

Mr. Mohler called on PVPC Principal Planner Dana Roscoe to discuss the FY 2021 TIP universe of projects. Mr. Roscoe called the MPO members' attention to the handout document entitled *Draft 2021-2055 PVMPO Project Universe – January 2020*. Mr. Roscoe explained that this document illustrates just under \$300 million dollars of TIP projects that are under consideration. He said that the portion of the document highlighted in pink represents prior project information which will be updated as part of the development of the FFY 2021 TIP. He underscored that if there is a TIP project that is not listed in this document, it is critical that PVPC staff be notified. Mr. Roscoe further underscored that a project must be on this list to be considered for funding.

Andy McCaul emphasized that the FFY 2021 TIP development cycle has begun and he called the MPO members attention to the handout document entitled *2021 – 2055 Transportation Improvement Program (TIP) Development Schedule*. Mr. McCaul indicated that updated Transportation Evaluation Criteria (TEC) forms are due to the PVPC by the end of business on February 10th. On February 11th, the PVPC staff will meet with MassDOT to review the status of all projects that may be considered for funding in the next TIP cycle. On February 12th, the PVPC TIP sub-committee will meet to review the updated TEC forms. Mr. McCaul concluded his remarks saying that on February 19th, the JTC

members will meet to begin discussion of the FFY 2021 TIP based on the new TEC rankings in order to begin development of a preferred TIP project list.

7. Staff Presentation on the Draft Action Plan for the Pioneer Valley.

Mr. Roux referred to the handout document entitled *Planning Certification Review Action Plan for the Pioneer Valley MPO* and he stated that it is an outline of how PVPC staff plan to address the ten items listed. For each item the FHWA and FTA corrective action or recommendations are listed along with the proposed MPO action, the target date, and the responsible party for implementation.

Mr. Roux reported that Item 1 is the only corrective action and addresses the need for PVPC to report on the Annual List of Obligated Projects for the region. This item has been completed. The remaining items are in various stages of advancement and completion. Those remaining items include the TIP, Financial Planning, Congestion Management Process, Performance Based Planning and Programming, MPO Organizational Structure, Public Participation Plan, Title VI Notice and Complaint Procedures, and Consultation and Coordination.

8. Report from Jim Czach, the Chairman of the Joint Transportation Committee (JTC), on Important Transportation Issues and Projects Discussed Since the Last MPO Meeting was Held on July 23, 2019

Mr. Mohler called on JTC Chairman Jim Czach to report on issues and projects discussed at the last meeting of the Pioneer Valley region's Joint Transportation Committee (JTC). Mr. Czach reported that at the January JTC meeting, the JTC members reviewed the current JTC bylaws and a draft of the Pioneer Valley regional freight plan. He underscored that updated TEC forms must be submitted to PVPC staff before February 10<sup>th</sup>.

9. Updates from MassDOT District One and District Two Officials on Relevant Transportation Issues and Projects of Interest to the Pioneer Valley MPO Members

Mr. Mohler called on Peter Frieri of the MassDOT District One office in Lenox, to present District One's updates on relevant transportation issues and projects. Mr. Frieri reported on District One's FFY 2020 Transportation Improvement Projects as follows:

- *Route 112 Bridge Maintenance over Sykes Brook* in the Town of Huntington, (Project #608928) is currently at 75% design with construction to begin in June.
- *Bridge Replacement Project on Chester Road over Smart Brook* in the Town of Middlefield (Project #608249) is at less than 10% design but has until October to be completed.
- *Route 143 Reconstruction and Related Work – Phase I* in the Town of Worthington (Project #606912) was advertised in July; had its bid opening in October; and its Notice to Proceed was granted on January 10<sup>th</sup>.

Mr. Mohler next called on Mike Bolduc of the MassDOT District Two office in Northampton to present District Two's updates on relevant transportation projects within its jurisdiction. Mr. Bolduc reported on District Two's FFY 2020 Transportation Improvement Projects as follows:

- *The Intersection Improvements at Berkshire Avenue, Cottage and Harvey Streets* in the City of Springfield (Project #608718) is at 75% design and the project will be advertised in August.
- *Intersection Improvements at King Street, North Street & Summer Street* in the City of Northampton (Project #607502) is scheduled to be advertised in July.
- *Reconstruction of Damon Road from Route 9 to Route 5* in the City of Northampton (Project #608236) is scheduled to be advertised in March.

- *Bridge Replacement - Kings Highway over the Manhan River* in the Town of Westhampton (Project #608631) is at 75% design and will be advertised in June.
- *Reconstruction and Related Work on Fuller Road* in the City of Chicopee (Project #804434) will be advertised in May.
- *Bridge Replacement over the Little River* in the in the City of Westfield (Project #400103) is at 100% design phase and is scheduled to be advertised in April.
- *Bridge Replacement over Hockanum Road* in the City of Northampton (Project #606552) is at 75% design and this project will be advertised in April.

Mr. Bolduc added that all projects are currently scheduled to be advertised on time.

There being no further questions or comments from MPO members, Mr. Mohler thanked Mr. Frieri and Mr. Bolduc for their MassDOT District One and District Two project updates and he moved to take up the next agenda item.

10. Updates from Pioneer Valley Transit Authority (PVTA) Administrator Sandra Sheehan on Relevant Transit Issues and Projects of Interest to the Pioneer Valley MPO Members

PVTA Administrator Sandra Sheehan was unable to attend the MPO meeting. Mr. Mohler then moved to take up the next agenda item.

11. Updates from Pioneer Valley Transit Authority (PVTA) Administrator Tina Cote on Relevant Transit Issues and Projects of Interest to the Pioneer Valley MPO Members

The FRTA Administrator did not attend the meeting

12. Other Business

Mr. Roscoe stated that the next MPO meeting is scheduled for Tuesday, February 25, 2020.

Mr. Mohler then called for a motion to adjourn the meeting.

MOVED BY RICK SULLIVAN, PRESIDENT AND CEO, ECONOMIC DEVELOPMENT COUNCIL OF WESTERN MASSACHUSETTS, SECONDED BY DAVID NARKEWICZ, MAYOR OF THE CITY OF NORTHAMPTON, TO ADJOURN THE JANUARY 28, 2020 MEETING OF THE PIONEER VALLEY REGION'S MPO. THERE BEING NO FURTHER DISCUSSION, THIS JANUARY 28<sup>TH</sup> MPO MEETING WAS ADJOURNED AT 10:35 A.M. WITHOUT OBJECTION

Respectfully submitted,

Kimberly H. Robinson, Executive Director  
Pioneer Valley Planning Commission

**List of Documents and Other Items Distributed at the January 28, 2020 MPO Meeting**

1. *Pioneer Valley Region Metropolitan Planning Organization (MPO) Meeting Notice and Agenda: January 28, 2020*

2. *Minutes of the Metropolitan Planning Organization (MPO) Meeting: Wednesday, July 23, 2019*
3. *2020 Pioneer Valley Region Transportation Improvement Program*
4. *TIP 2020 – 2024*
5. *Memorandum of Understanding Relating to the Comprehensive, Continuing Cooperative Transportation Planning and Programming Process and the Metropolitan Planning Organization*
6. *MassDOT Calendar Year 2020 (CY20) Safety Performance Measures Targets*
7. *MassDOT CY20 Safety Performance Measure Targets (PM1)*
8. *Draft 2021-2025 PVMPO Project Universe – January 2020*
9. *Planning Certification Review Action Plan for the Pioneer Valley MPO*
10. *2021 – 2025 Transportation Improvement Program (TIP) Development Schedule*