

Minutes of the Tuesday, February 25, 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 <i>MPO Chair Stephanie Pollack</i> , Massachusetts Secretary of Transportation and Chief Executive Officer
Jim Czach*	Chairman, Joint Transportation Committee & Town Engineer, Town of West Springfield
Carmina Fernandes	Board of Selectmen, Town of Ludlow
Walter Gunn	Chairman, Pioneer Valley Planning Commission (PVPC)
Nicole LaChapelle	Mayor, City of Easthampton
Mark Moore	MassDOT District One Office Representing Massachusetts Department of Transportation Highway Division Administrator Jonathan Gulliver
David Narkewicz	Mayor, City of Northampton
Rick Sullivan	President and CEO, Economic Development Council of Western Massachusetts

**Guests and PVPC Staff Present:**

Mike Bolduc	MassDOT District Two Office (Northampton)
Daniel Call	Columbia Greenway, City of Westfield
Mark Cressotti	City Engineer, City of Westfield
Peter Frieri	MassDOT District One Office (Lenox)
Van Kacoyannakis	Civil Engineer, VHB
Amir Kouzehkanani	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Derek Krevat	Transportation Planner, MassDOT
Andrew McCaul	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Jeff McCollough	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Patrick McKenna	Assistant Planner, City of Chicopee
Luca Mineo	Civil Engineer, City of Springfield
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
Louise Sullivan	Pioneer Valley Planning Commission (PVPC) – Support Staff
Michael Sullivan	Town Administrator, Town of South Hadley
Marvin Ward	MassBike Easthampton

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 February 25, 2020 meeting of the Pioneer Valley Metropolitan Planning Organization (MPO) to order at 10:00 a.m. Mr. Mohler then welcomed and thanked all those in attendance and called for introductions from the MPO members. Following introductions, Mr. Mohler moved to take up the minutes of the previous MPO meeting held on January 28, 2020.

2. Minutes of the Previous Meeting of the Pioneer Valley MPO Held on January 28, 2020

Mr. Mohler called for a motion to approve the minutes of the previous Pioneer Valley MPO meeting which was held on January 28, 2020. .

MOVED BY DAVID NARKEWICZ, MAYOR OF THE CITY OF NORTHAMPTON, SECONDED BY WALTER GUNN, CHAIRMAN OF THE PIONEER VALLEY PLANNING COMMISSION (PVPC), 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 MPO endorsement of proposed amendments to the 2020 Pioneer Valley Transportation Improvement Program (TIP).

3. Review, Discussion and MPO Endorsement of proposed adjustments and/or amendments to the 2020 Pioneer Valley Transportation Improvement Program (TIP) Currently Advertised 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 two changes highlighted on the first page and the six changes highlighted on the second page of the distributed *TIP 2020 – 2024* document went out for the required 21-day public review period and no comments or concerns were received. Mr. Roscoe added that there was a funding change for the Northampton, Amherst, Chicopee, Easthampton, Hadley, Holyoke, South Hadley, Springfield and West Springfield Valley Bike Project from STBG to CMAQ. Mr. Mohler then called for a motion to endorse these proposed amendments and adjustments to the 2020 Pioneer Valley TIP.

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 PROPOSED SERIES OF AMENDMENTS TO THE PIONEER VALLEY REGION'S CURRENT, FFY2020 TRANSPORTATION IMPROVEMENT PROGRAM (TIP), FOLLOWING THE CONCLUSION OF A REQUIRED 21-DAY PUBLIC REVIEW PERIOD, AS OUTLINED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF.

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 Proposed Amendments to the Pioneer Valley MPO Memorandum of Understanding (MOU)

Mr. Mohler called on PVPC Principal Planner Dana Roscoe to discuss the 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 reported that every four years, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), in concert with the Massachusetts Department of Transportation (MassDOT) and the Pioneer Valley Transit Authority (PVTA) conduct a Federal Certification Review to evaluate the performance of the PVPC and its day-to-day management of the Pioneer Valley region's MPO's transportation planning process.

Mr. Roscoe explained that in the PVPC's last certification review, it was noted that the Pioneer Valley MPO Memorandum of Understanding did not acknowledge 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. Mr. Roscoe stated that this has been corrected with a proposed amendment. Also, a language change has been made to clarify that the Massachusetts Secretary of Transportation, the Highway Division Administrator, the Chairman of the PVPC, the Chairman of the PVTA and the President and CEO of the Economic Development Council of Western Massachusetts can send a designee to MPO meetings but the mayors must send an alternate. Mr. Roscoe noted that the MPO Memorandum of Understanding was presented for review at the last MPO meeting in January and today a request is being made for endorsement of these proposed changes. Mr. Mohler then called for a motion to endorse the Proposed Amendments to the Pioneer Valley MPO Memorandum of Understanding (MOU).

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 PROPOSED SERIES OF AMENDMENTS TO THE PIONEER VALLEY MPO MEMORANDUM OF UNDERSTANDING (MOU) AS OUTLINED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF.

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 Infrastructure Projects Currently Under Review for the FY 2021 Transportation Improvement Program (TIP)

Mr. Mohler called on PVPC Principal Planner Dana Roscoe to discuss the FY 2021 TIP infrastructure projects currently under review. Mr. Roscoe called the MPO members' attention to the handout document entitled *2021 - 2025 TIP Project Ranking – February 14, 2020*. Mr. Roscoe explained that PVPC staff met with MassDOT staff on February 11<sup>th</sup> and reviewed all the proposed TIP projects that may be funded in the next TIP cycle. Then the JTC members reviewed the list of proposed TIP projects.

Mr. Roscoe reported that since the January MPO meeting, the design field, the TEC Score field and the TEC Ranking fields have been updated but cost estimate updates have not yet been completed. He indicated that two MassDOT projects have removed from this list but no proposed TIP projects have been added to the list. Mr. Roscoe noted that

currently, the estimated cost of the 53 projects on this list totals \$247,357,942 which is subject to change. He added that the JTC members will begin to program the five-year TIP in March and they will develop a draft list of projects to be presented at the March MPO meeting.

6. MassDOT Presentation on Recently Released Engineering Directives

Mr. Mohler welcomed Andrew Wilkins, MassDOT Highway Design Project Manager to the meeting via conference call. Mr. Wilkins presented an overview of the history of the MassDOT Engineering Directive E-20-001 and provided updates to the Design Justification Workbook, the Design Exception Process and the Controlling Criteria. Mr. Wilkins explained that the E-20-001 Directive will make the Design Exception process more efficient and less confusing. He underscored that the Directive will increase awareness of separated bike lanes and will recognize that there is no “one-size fits all” when designing for bikes and pedestrians.

Mr. Wilkins reported that in Massachusetts, 24% of all biking trips are one mile or less and 67% of all biking trips are five miles or less. He added that 16% of all biking trips are work-related while 42% are related to family or personal errands. Mr. Wilkins stated that E-20-001 is committed to building a bicycle network that will potentially increase everyday biking trips. The Directive will also coordinate with Regional Transit Authorities to improve transit service.

Mr. Wilkins announced that MassDOT will be developing training sessions for Directive E-20-001 and will make them available online on their website. He encouraged the MPO members to contact him with feedback or for questions at [Andrew.wilkins@state.ma.us](mailto:Andrew.wilkins@state.ma.us)

7. 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 February JTC meeting, the JTC members reviewed the current JTC bylaws and discussed the development of the new TIP. Mr. Czach added that in March, the JTC members will be developing a draft list of proposed TIP projects for presentation at the next MPO meeting scheduled for March 24th.

8. 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 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:

- *Intersection Improvements at King Street, North Street & Summer Street* in the City of Northampton (Project #607502) is at 100% design and 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 at the end of 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 the summer.

- 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.
- *Bridge Replacement over the Little River* in the in the City of Westfield (Project #400103) is in its final 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. Mohler next 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 that there are no major updates since last month regarding District One's FFY 2020 Transportation Improvement Projects. He reported that the *Route 143 Reconstruction and Related Work – Phase I* in the Town of Worthington (Project #606912) was granted its Notice to Proceed on January 10<sup>th</sup> and *Phase II* of the project is scheduled to begin in June of this year. Mr. Frieri added that there will be a public hearing tonight in the Williamsburg Town Office regarding bridge replacements at Bridge and Main Street over the Mill River which is a non-federally funded project.

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

9. 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.

10. 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

11. Other Business

Mr. Roscoe stated that the next MPO meeting is scheduled for Tuesday, March 24, 2020. Mr. Mohler then called for a motion to adjourn the meeting.

MOVED BY DAVID NARKEWICZ, MAYOR OF THE CITY OF NORTHAMPTON, SECONDED BY WALTER GUNN, CHAIRMAN OF THE PIONEER VALLEY PLANNING COMMISSION (PVPC), TO ADJOURN THE FEBRUARY 25, 2020 MEETING OF THE PIONEER VALLEY REGION'S MPO. THERE BEING NO FURTHER DISCUSSION, THIS FEBRUARY 25<sup>TH</sup> MPO MEETING WAS ADJOURNED AT 10:30 A.M. WITHOUT OBJECTION

Respectfully submitted,

Kimberly H. Robinson, Executive Director  
Pioneer Valley Planning Commission

**List of Documents and Other Items Distributed at the February 25, 2020 MPO Meeting**

1. *Pioneer Valley Region Metropolitan Planning Organization (MPO) Meeting Notice and Agenda: February 25, 2020*
2. *Minutes of the Metropolitan Planning Organization (MPO) Meeting: Wednesday, January 28, 2020*
3. *2021 – 2025 Draft TIP Project Ranking – February 14, 2020*
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. *TIP 2020 – 2024 - 2020*
7. *Draft 2021-2025 TIP Project Ranking – February 14, 2020*
8. *2021 – 2025 Transportation Improvement Program (TIP) Development Schedule*