

Minutes of the Tuesday, June 25, 2019 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:

Steve Woelfel	Deputy Executive Director, Office of Transportation Planning, Massachusetts Department of Transportation (MassDOT) Representing MPO Chair Stephanie Pollack, Massachusetts Secretary of Transportation and Chief Executive Officer
Tim Brennan	Executive Director, Pioneer Valley Planning Commission (PVPC) Representing Walter Gunn, Chairman, Pioneer Valley Planning Commission (PVPC)
Jim Czach*	Chairman, Joint Transportation Committee & Town Engineer, Town of West Springfield
Roger Fuller	Chesterfield Board of Selectmen
Richard Kos	Mayor, City of Chicopee
Richard Masse	MassDOT District Two Office Representing Massachusetts Department of Transportation Highway Division Administrator Jonathan Gulliver
David Narkewicz	Mayor, City of Northampton, Representing Pioneer Valley Transit Authority (PVTA)
Brandon Wilcox*	Community Planner, Federal Highway Administration (FHWA)

(* denotes non-voting member)

Guests and PVPC Staff Present:

Patrick Beaudry	Pioneer Valley Planning Commission (PVPC)
Mike Bolduc	MassDOT District Two Office (Northampton)
Elizabeth Botelho	City Engineer, City of Chicopee
Daniel Call	Columbia Greenway, City of Westfield
Mark Cressotti	Vice-Chair of the Joint Transportation Committee (JTC) and City Engineer, City of Westfield
Constance Englert	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Peter Frieri	MassDOT District One Office (Lenox)
Ben Hoelscher	Trains in the Valley and Town of Hatfield
Amir Kouzehkanani	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Andrew Krar	Town Engineer, Town of Longmeadow
Derek Krevat	Transportation Planner, MassDOT
Andrew McCaul	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Jeff McCollough	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Mike McManus	Superintendent, Holyoke Department of Public Works
Mark Moore	MassDOT District One Office (Lenox)
Bob Peirent	City Engineer, City of Holyoke
Daniel Robelo	Senior Project Manager, BETA Group
Dana Roscoe	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Gary Roux	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Louise Sullivan	Pioneer Valley Planning Commission (PVPC) – Support Staff

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

Steve Woelfel, Deputy Executive Director, Office of Transportation Planning, Massachusetts Department (MassDOT) Representing MPO Chair Stephanie Pollack, Massachusetts Secretary of Transportation and Chief Executive Officer, called the June 25, 2019 meeting of the Pioneer Valley Metropolitan Planning Organization (MPO) to order at 10:02 a.m. Mr. Woelfel then welcomed and thanked all those in attendance and called for introductions from the MPO members and those in attendance.

Following introductions, Mr. Woelfel moved to take up the minutes of the previous MPO meeting held on May 28, 2019.

2. Minutes of the Previous Meeting of the Pioneer Valley MPO Held on May 28, 2019

Mr. Woelfel called for a motion to approve the minutes of the previous Pioneer Valley MPO meeting which was held on May 28, 2019.

MOVED BY DAVID NARKEWICZ, MAYOR OF THE CITY OF NORTHAMPTON, SECONDED BY RICHARD KOS, MAYOR OF THE CITY OF CHICOPEE, TO APPROVE THE MINUTES OF THE May 28, 2019 PIONEER VALLEY MPO MEETING AS PRESENTED. THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS THEN APPROVED BY THE MPO MEMBERS PRESENT

Mr. Woelfel then moved to address the next agenda item.

3. Update by PVPC Staff on the Status of the 2020 Regional Transportation Plan Development Plan (RTP)

Mr. Woelfel called on PVPC Principal Planner Gary Roux to discuss the 2020 Regional Transportation Plan (RTP). Mr. Roux noted that the Regional Transportation Plan (RTP) is required to be updated every four years and that a complete draft of the RTP has been available for review by MPO and JTC members since last Tuesday, June 18, 2019. Mr. Roux stated that the MPO members have received in their meeting packets today a complete Executive Summary of the RTP entitled *2020 Regional Transportation Plan – For the Pioneer Valley Metropolitan Planning Organization*. Mr. Roux reported that draft versions of Chapter 4 entitled *Equity*; Chapter 12 entitled *Performance Measures*; and Chapter 15 entitled *Financial Element* have been finalized since the last MPO meeting.

Mr. Roux announced that there will be three public review sessions in anticipation of releasing the draft RTP. The first public review session to solicit public comments regarding the RTP is scheduled for tonight, June 25th at 7:00 p.m. in the Pioneer Valley Planning Commission’s large conference room in Springfield. The other two public review sessions are as follows:

Date	Location	Address
June 26, 2019	Northampton City Hall, 2nd Floor Hearing Room	210 Main Street, Northampton, MA
June 27, 2019	Westfield City Hall – Room 201	59 Court Street, Westfield, MA

Mr. Woelfel brought up a concern by MassDOT regarding the demonstration of transit fiscal constraint found in Chapter 15 - *Financial Element* on page 212. MassDOT believes the fiscal constraint demonstration as currently shown is incorrect as it assumes the use of non-guaranteed State Contract Assistance (SCA) funding as part of the estimated Transit Operating Funds for the life of the Regional Transportation Plan (RTP). Mr. Woelfel inquired if the SCA funding as included as part of Table 5-10 also assumed an increase in funding to which Mr. Roux replied that it did. Mr. Woelfel replied that MassDOT would prefer the SCA funding be removed from this table but suggested adding a footnote

regarding the use of SCA funds by the Pioneer Valley Transit Authority (PVTA). Mr. Woelfel agreed to develop some draft language to this effect that could be added to the draft RTP prior to its release for public review.

Mr. Roux said he was comfortable with this change but underscored the importance of the RTP demonstrating the PVTA's reliance on this funding for their service operations. Mayor Narkewicz suggested that there also be a reference that additional SCA funding is a recommendation included as part of the final report from the Task Force on RTA Performance and Funding. Mr. Woelfel replied that this was acceptable and that he and PVPC staff would collaborate on the change to Chapter 15 so that the FY 2020 RTA can be released today for public review.

Mr. Woelfel then moved to take up agenda item #4.

4. Review, Discussion and MPO Approval to Release the Draft 2020 Regional Transportation Plan Update for the Required 21-day Public Comment Period

Mr. Roux asked the MPO members to consider releasing the draft *2020 Regional Transportation Plan – For the Pioneer Valley Metropolitan Planning Organization* today for a required 21-day public comment period. He added that the MPO will be asked to consider endorsing the RTP document next month at their July meeting.

Mr. Woelfel then called for a motion to approve the release of the Draft FY 2020 Regional Transportation Plan Update for the required 21-day public comment period.

MOVED BY RICHARD KOS, MAYOR OF THE CITY OF CHICOPEE, SECONDED BY TIM BRENNAN, OF THE PIONEER VALLEY PLANNING COMMISSION, TO APPROVE THE RELEASE OF THE DRAFT FY 2020 REGIONAL TRANSPORTATION PLAN UPDATE FOR A REQUIRED 21-DAY PUBLIC REVIEW PERIOD, AS OUTLINED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF

Mr. Woelfel 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.

Mr. Woelfel then moved to take up agenda item #5.

5. 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 April 23, 2019

Mr. Woelfel 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 last JTC meeting, the JTC members discussed the Regional Transportation Plan (RTP) and reviewed RTP problem statements. Mr. Czach stated that the discussion was thoughtful and detailed. Mr. Czach noted that the RTP Executive Summary has addressed all comments made by the JTC members at their last meeting. He added that PVPC Principal Transportation Planner Amir Kouzehkanani provided the JTC members with a very informative presentation on the PVPC Traffic Count Program and Mr. Kouzehkanani distributed a list of the 2019 MassDOT traffic count locations. Mr. Kouzehkanani asked the JTC members to inform their communities that two free traffic counts per year are available to them at the request of their chief elected officials.

Mr. Woelfel thanked Mr. Czach for his report and he then moved to take up the next agenda item.

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

Mr. Woelfel 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 2019 TIP transportation improvement projects as follows:

- The *Intersection Improvements at Bay Street and Berkshire Avenue* in the City of Springfield (Project #608411) received its PS&E on May 28th and will be advertised in August 2019.
- Reconstruction of *at Route 187* in the Town of Agawam (Project #600513) received its PS&E on May and this project is scheduled to be advertised in September 2019.
- *Improvements and Related Work on Routes 202 and 21* in the Town of Belchertown (Project #608412) is at 100% design phase and is scheduled to be advertised in August.
- *Resurfacing and Related Work on Brimfield Road* in the Town of Holland (Project #604962) was advertised on March 9, 2019 and has received its Notice to Proceed (NTP) letter (Palmer Paving)
- *Maintenance and Related Work on Interstate 391* in the Cities of Chicopee and Holyoke (Project #607560) was advertised and has received its Notice to Proceed (NTP) letter (Palmer Paving)
- *Resurfacing and Related Work on Route 202* in the Towns of Granby and South Hadley (Project #607474) received its PS&E on May 20th and will be advertised in September 2019
- *Signal and Intersection Improvements at 13 Intersections* in the City of Chicopee (Project #607736) is at 100% design phase and will be advertised in September.
- *Highway Lighting Upgrade on Interstate 91* in Chicopee and West Springfield (Multiple) (Project #60600) was advertised and has this project has received its Notice to Proceed (NTP) letter (Dagle Electrical)
- *Roundabout Construction at Intersection Routes 5 and 10- North King Street and Hatfield Street* in the City of Northampton (Project #606555) is at 75% design phase and this project is scheduled to be advertised in September
- *Columbia Greenway Rail Trail Construction* in the City of Westfield (Project #603783) was advertised on June 22nd and this project has a bid opening on August 27, 2019
- The *Intersection Improvements on Main Street* project in the Town of Ware (Project #604987) has received its PS&E and this project will be advertised in August 2019.
- The *Intersection Improvements on Brimfield Road* in the Town of Holland (Project #604962) was advertised on March 9, 2019 and has this project has received its Notice to Proceed (NTP) letter (Palmer Paving)
- *Interstate Maintenance Resurfacing of Route I-391* in the Cities of Chicopee and Holyoke (Project #607560) was advertised and the subject project was awarded to Palmer Paving.
- *Kelly School Safe Routes to School Program* in the City Holyoke (Project #608790) is at 100% design phase, and this project is scheduled to be advertised in August 2019.

Mr. Bolduc added that the public hearing for the Hadley Route 9 project will be held at Hopkins Academy tonight at 6:00 p.m.

Mr. Woelfel 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 on District One's FFY 2019 TIP transportation improvement projects as follows:

- *Route 112 Bridge Maintenance over Sykes Brook* in the Town of Huntington,(Project #608928) had its bid opening and it was awarded to Clayton Davenport Trucking.

- *Bridge Replacement Project on Chester Road over Smart Brook* in the Town of Middlefield (Project #608249) was advertised the subject project was awarded to New England Infrastructure.
- *Route 143 Reconstruction and Related Work – Phase I – (Split Phase Project)* in the Town of Worthington; (Project #606912) is at 100% design stage, its Environmental and Right-of-Way clearance is due any day now

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

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

David Narkewicz, Mayor of the City of Northampton, representing PVTA Administrator Sandra Sheehan, reported that the PVTA is still awaiting word on Governor Charlie Baker's budget for the Commonwealth.

Mr. Woelfel thanked Mayor Narkewicz for his PVTA update report and he then moved to take up the last agenda item.

12. Other Business

Mr. Roux explained that the FFY 2020 Unified Planning Work Program (UPWP) was endorsed at the May MPO meeting. This document will require an adjustment at the next MPO meeting. Mr. Roux referred the MPO members to a one page hand out from the FFY2020 UPWP document in their meeting packet. He indicated the process for an adjustment to the UPWP was highlighted in yellow. "Adjustment with an approval vote from the MPO and sign-off from the Office of Transportation Planning (OTP): modification of budget or scope to an already programmed task."

Mr. Roux reported that the PVPC contract with MassDOT is two-fold. First, on the highway side, there are planning funds (PL) and second, there are 5303 transit funds that are used for transportation planning purposes as outlined in the UPWP. The match for the 5303 transit funds was traditionally provided by the PVTA. The two contracts have separate start and end dates. Mr. Roux stated that as of October 1, 2019, MassDOT will begin to combine the two funding sources into one contract. As a result, MassDOT will now also provide the 20% match required for the 5303 funding. Therefore, Mr. Roux underscored that the current language in the FFY2020 UPWP will need to be modified to reflect the new combined contract. Mr. Woelfel stated that this change will make it easier for all the MPOs because there will be one consolidated pool of funding to support their work.

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

MOVED BY DAVID NARKEWICZ, MAYOR OF THE CITY OF NORTHAMPTON, SECONDED BY TIM BRENNAN, OF THE PIONEER VALLEY PLANNING COMMISSION, TO ADJOURN THE JUNE 25, 2019 MEETING OF THE PIONEER VALLEY REGION'S MPO. THERE BEING NO FURTHER DISCUSSION, THE MAY 28TH MPO MEETING WAS ADJOURNED AT 10:20 A.M. WITHOUT OBJECTION

Respectfully submitted,

Timothy W. Brennan, Executive Director
Pioneer Valley Planning Commission

List of Documents and Other Items Distributed at the May 28, 2019 MPO Meeting

1. *Pioneer Valley Region Metropolitan Planning Organization (MPO) Meeting Notice and Agenda: June 25, 2019*
2. *Minutes of the Metropolitan Planning Organization (MPO) Meeting: Wednesday, May 28, 2019*
3. Meeting Notice: Regional Transportation Plan Public Meetings
4. *2020 Regional Transportation Plan – For the Pioneer Valley Metropolitan Planning Organization 2020 RTP Status*
5. *Unified Planning Work Program for the Pioneer Valley MPO Introduction*