

Minutes of the Tuesday, July 23, 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:

Bryan Pounds	Manager, MPO Activities, 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)
Roger Fuller	Chesterfield Board of Selectmen
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
Sandra Sheehan	Administrator, Pioneer Valley Transit Authority (PVTA)
Brian Sullivan	Mayor, City of Westfield
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:

Rana Al-Jammal	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Mike Bolduc	MassDOT District Two Office (Northampton)
Elizabeth Botelho	City Engineer, City of Chicopee
Tim Brennan	Executive Director, Pioneer Valley Planning Commission (PVPC)
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
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
Mark Moore	MassDOT District One Office (Lenox)
Daniel Robelo	Senior Project Manager, BETA Group
Dana Roscoe	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Charley Rose	Selectboard Chair, Town of Worthington
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

Bryan Pounds, Manager, MPO Activities, Office of Transportation Planning, Massachusetts Department of Transportation (MassDOT) Representing MPO Chair Stephanie Pollack, Massachusetts Secretary of Transportation and Chief Executive Officer, called the July 23, 2019 meeting of the Pioneer Valley Metropolitan Planning Organization (MPO) to order at 10:04 a.m. Mr. Pounds then welcomed and thanked all those in attendance and called for introductions from the MPO members and those in attendance.

Following introductions, Mr. Pounds moved to take up the minutes of the previous MPO meeting held on June 25, 2019.

2. Minutes of the Previous Meeting of the Pioneer Valley MPO Held on June 25, 2019

Mr. Pounds called for a motion to approve the minutes of the previous Pioneer Valley MPO meeting which was held on June 25, 2019.

MOVED BY WALTER GUNN, CHAIRMAN OF THE PIONEER VALLEY PLANNING COMMISSION, SECONDED BY BRIAN SULLIVAN, MAYOR OF WESTFIELD, TO APPROVE THE MINUTES OF THE JUNE 25, 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. Pounds then moved to address the next agenda item.

3. Review, Discussion and MPO Endorsement of the Draft 2020 Regional Transportation Plan Development Plan Currently out for Public Review

Mr. Pounds called on PVPC Principal Planner Gary Roux to discuss the Draft 2020 Regional Transportation Plan (RTP) Update. Mr. Roux noted that at last month's MPO meeting, the Draft RTP Update was released for public comment and a document entitled *Summary of Comments Received on the Draft 2020 Update to the RTP for the Pioneer Valley MPO* is included in today's meeting packet. Mr. Roux underscored that all the comments found in this document have been addressed except for the comment made by Wayne Feiden, Northampton Director of Planning and Sustainability. Mr. Feiden requested that a Greenhouse Gas (GHG) emission translation be added for Vehicle Miles Traveled (VMT) and that it be provided by municipality in the VMT analysis. Mr. Roux stated that this was a valuable comment but there is not enough time to fulfill this request. Mr. Roux underscored that PVPC staff will commit to accomplishing Mr. Feiden's request at a later date. Mr. Roux reported that all comments, typos, formatting and grammatical errors in the draft 2020 Regional Transportation Plan Development Plan have been addressed, and Mr. Pounds pointed out the making the requested changes has not changed the integrity of the document.

At this point, Mr. Pounds called for a motion to endorse the Pioneer Valley region's FFY 2020 Regional Transportation Plan.

MOVED BY ALEX MORSE, MAYOR OF THE CITY OF HOLYOKE, SECONDED BY BRIAN SULLIVAN, MAYOR OF WESTFIELD, TO ENDORSE THE PIONEER VALLEY REGION'S FFY 2020 REGIONAL TRANSPORTATION PLAN (RTP) AS RECOMMENDED BY STAFF.

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

4. Review, Discussion and MPO Endorsement of Proposed Adjustments to the FY2020 Unified Planning Work Program

Mr. Roux began by asking the MPO members to pass the *FY2020 Unified Planning Work Program (UPWP)* document around among them because their signatures are required on the document to signify their endorsement of the adjustments that have been made to the document by the Pioneer Valley Planning Commission (PVPC) in concert with the Massachusetts Department of Transportation (MassDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and other concerned agencies.

Mr. Roux called the MPO members attention to the three-page document entitled *INTRODUCTION* consisting of pages 3, 4, and 15 of the *FY2020 Unified Planning Work Program (UPWP)* document. Mr. Roux explained that the adjustments that have been made to the document have been highlighted in yellow; namely, the *Highway Funding* and the *Transit Funding* paragraphs. He noted that the UPWP stipulates that planning funds (PL) and Section 5303 funds be used for transportation planning purposes. Because the PL contract and 5303 contract had separate start and end dates, Mr. Roux reported that beginning in FY2020, Section 5303 funding will be combined with PL funding in a single contract to be administered through the FHWA with MassDOT providing the required 20% match. He indicated that the required Section 5303 match was previously provided by the Pioneer Valley Transit Authority (PVTA) but beginning October 1, 2020, MassDOT will provide this match as part of a combined one-year, PL/5303 contract to be administered by the FHWA.

Mr. Pounds then called for a motion to endorse the proposed adjustments to the FY2020 Unified Planning Work Program.

MOVED BY ALEX MORSE, MAYOR OF THE CITY OF HOLYOKE, SECONDED BY RICHARD MASSE, OF THE MASSDOT DISTRICT TWO OFFICE, TO ENDORSE THE PIONEER VALLEY REGION'S REVISED FFY2020 UNIFIED PLANNING WORK PROGRAM (UPWP) SUBJECT TO THE ADJUSTMENTS AS PRESENTED BY STAFF.

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

5. Review, Discussion and MPO Endorsement of Any Proposed Adjustments Necessary to either the 2019 or 2020 TIP

Mr. Pounds explained that this agenda item was a place holder in case there was a need for endorsement of adjustments to either the FY2019 Transportation Improvement Program (TIP) or the FY2020 TIP but no adjustments are needed.

6. Review, Discussion and MPO Endorsement of Proposed Air Quality Planning Memorandum of Understanding

Mr. Roux called the MPO members attention to the document entitled *Memorandum of Understanding concerning the Conduct of Air Quality Planning and Coordination for Transportation Conformity among MassDOT, MassDEP, Metropolitan Planning Organizations, and Public Transportation Operators*. Mr. Roux explained that this Memorandum of Understanding (MOU) was part of the last certification review for all the Massachusetts Metropolitan Planning Organizations (MPOs) and it needs to be reviewed every four years. Mr. Roux stated that this MOU is used as a guide for developing the current Pioneer Valley Transportation Improvement Program (TIP) and the current Regional Transportation Plan and it has been updated by MassDOT, MassDEP, the Massachusetts MPOs and public transportation operators. Mr. Roux encouraged the MPO members to move to endorse this updated MOU. He explained that the MPO members' motion and subsequent endorsement will then authorize Stephanie Pollack, Massachusetts Secretary of Transportation to sign on behalf of all the Massachusetts MPOs.

Mr. Pounds then called for a motion to endorse the proposed Air Quality Planning Memorandum of Understanding (MOU).

MOVED BY RICK SULLIVAN, PRESIDENT AND CEO, ECONOMIC DEVELOPMENT COUNCIL OF WESTERN MASSACHUSETTS, SECONDED BY RICHARD MASSE, OF THE MASSDOT DISTRICT TWO OFFICE, TO ENDORSE THE PROPOSED AIR QUALITY PLANNING MEMORANDUM OF UNDERSTANDING

Mr. Pounds 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. Pounds then moved to take up agenda item

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 April 23, 2019

Mr. Pounds 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 the JTC members did not have a meeting in July and that their next scheduled meeting will be held on Wednesday, August 14th.

Mr. Pounds thanked Mr. Czach and he then moved to take up the next agenda item.

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. Pounds called on Mark Moore of the MassDOT District One office in Lenox, to present District One's updates on relevant transportation issues and projects. Mr. Moore 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) was advertised on February 2, 2019 and a Notice to Proceed was awarded to Clayton Davenport Trucking, Inc.
- *Bridge Replacement Project on Chester Road over Smart Brook* in the Town of Middlefield (Project #608249) had its bid opening on May 14, 2019 and the project was awarded to New England Infrastructure. The subject project is waiting for a Notice to Proceed.
- *Route 143 Reconstruction and Related Work – Phase I – (Split Phase Project)* in the Town of Worthington; (Project #606912) was advertised on July 20, 2019 and a bid opening is scheduled for October 29, 2019.

Mr. Pounds 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 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 the project will be advertised on August 3, 2019.
- *Reconstruction of at Route 187* in the Town of Agawam (Project #600513) received its PS&E on May 20th and this project is scheduled to be advertised on July 27, 2019.
- *Improvements and Related Work on Routes 202 and 21* in the Town of Belchertown (Project #608412) received its PS&E on July 1st and is scheduled to be advertised on August 1st.
- *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 on September 14, 2019
- *Signal and Intersection Improvements at 13 Intersections* in the City of Chicopee (Project #607736) received its PS&E on July 18th and will be advertised on September 14th.

- *Roundabout Construction at Intersection Routes 5 and 10- North King Street and Hatfield Street* in the City of Northampton (Project #606555) will be at 100% design phase soon and is waiting for the Tighe & Bond designer to make changes. This project is scheduled to be advertised on September 14th.
- *Palmer – Ware Resurfacing of Route 32* (Project #609429) received its PS&E on July 2nd and this project will be advertised on August 10, 2019.
- *Kelly School Safe Routes to School Program* in the City Holyoke (Project #608790) is at 100% design phase and waiting for finalization on its PS&E. This subject project is scheduled to be advertised on August 24, 2019.

Mr. Bolduc added that all projects have been scheduled to be advertised on time.

There being no further questions or comments from MPO members, Mr. Pounds thanked Mr. Moore and Mr. Bolduc 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 reported that on June 26th, the PVTA initiated additional service with the discretionary money that was awarded to the PVTA for fiscal year 2019. A shuttle service was added along the State Street corridor between Union Station and the Mason Square area with the bus turning around at the new Raymond Jordan Senior Center. Ms. Sheehan further reported that two service vehicles and the Purple Express service were restored to downtown Springfield, downtown Holyoke and the Holyoke Mall. Ms. Sheehan added that seniors that are 60 years and older began riding on the PVTA's fixed route system at no cost on Tuesdays beginning on July 2nd.

Ms. Sheehan announced that the PVTA is working with the Pioneer Valley Planning Commission (PVPC) and MassDOT on the performance targets for the Memorandum of Understanding (MOU) that is required for any contract assistance between the state and the Regional Transit Authorities (RTAs). She reported that yesterday a vote was taken by the Massachusetts Senate and House of Representatives regarding the funding for the RTAs. The budget was released at \$90.5 million which is what the RTA Task Force suggested; however, there is a set-aside amount of \$4.5 million to be allocated based on performance. Ms. Sheehan stated that the amount for distribution is \$87 million with PVTA's share at 28 percent of that amount. She explained that the PVTA will be balancing its budget shortfall by exercising the CMAQ funds that were awarded for the Purple 21 Express service and by eliminating the purchase of an additional vehicle and the possibility of hybrid buses for the PVTA service fleet. Ms. Sheehan noted that the PVTA will be transferring capital funds in order to offset the deficit created by the \$87 million budget. Ms. Sheehan underscored that anything less than \$87 will create additional hardships for the PVTA.

Mr. Pounds thanked PVTA Administrator Sandra Sheehan for her PVTA update report and he then moved to take up the next agenda item.

9. Updates from FRTA Administrator on Relevant Transit Issues and Projects of Interest to the Pioneer Valley MPO Members

The FRTA Administrator did not attend this meeting

11. Other Business

Mr. Roscoe stated that at the May 28, 2019 MPO meeting, there was a review and discussion of the Air Quality Self-Certification document. Mr. Roscoe explained that on May 28th, the MPO members correctly endorsed the Annual Certification of the 3C Transportation Planning Process for the Pioneer Valley region but because the citations in Section 3A1 and Section 4A3 of the Air Quality Self-Certification document have since changed, there is now a need to endorse the Air Quality Self Certification document.

Mr. Pounds then asked for a motion to endorse the 2020 Air Quality Self Certification document.

MOVED BY RICK SULLIVAN, PRESIDENT AND CEO, ECONOMIC DEVELOPMENT COUNCIL OF WESTERN MASSACHUSETTS, SECONDED BY BRIAN SULLIVAN, MAYOR OF WESTFIELD, TO ENDORSE THE AIR QUALITY SELF CERTIFICATION DOCUMENT INCLUDING THE 2020 STATEWIDE GREENHOUSE GAS REDUCTIONS IN TRANSPORTATION AS AMENDED AND RECOMMENDED BY STAFF

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

MOVED BY BRIAN SULLIVAN, MAYOR OF WESTFIELD, SECONDED BY ALEX MORSE, MAYOR OF HOLYOKE, TO ADJOURN THE JULY 23, 2019 MEETING OF THE PIONEER VALLEY REGION'S MPO. THERE BEING NO FURTHER DISCUSSION, THIS JULY 23RD MPO MEETING WAS ADJOURNED AT 10:30 A.M. WITHOUT OBJECTION

Respectfully submitted,

Timothy W. Brennan, Executive Director
Pioneer Valley Planning Commission

List of Documents and Other Items Distributed at the July 23, 2019 MPO Meeting

1. *Pioneer Valley Region Metropolitan Planning Organization (MPO) Meeting Notice and Agenda: July 23, 2019*
2. *Minutes of the Metropolitan Planning Organization (MPO) Meeting: Wednesday, June 25, 2019*
3. Summary of Comments Received on the Draft 2020 Update to the RTP for the Pioneer Valley MPO
4. Draft Regional Transportation Plan (RTP) – pages 3, 4 and 15
5. *Memorandum of Understanding by and among MassDOT and MassDEP: The Conduct of Air Quality Planning and Coordination for Transportation Conformity*
6. *Evaluation and Reporting of Statewide Greenhouse Gas Reductions in Transportation*