

Minutes of the Tuesday, August 22, 2017 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:**

Stephen Woelfel	Deputy Director, Office of Transportation Planning, Massachusetts Department of Transportation (MassDOT) Representing MPO Chair Stephanie Pollack, Massachusetts Secretary of Transportation and Chief Executive Officer
George Archible	Belchertown Board of Selectmen
Richard Cohen	Mayor, Town of Agawam
Jim Czach*	Chairman, Joint Transportation Committee & Town Engineer, Town of West Springfield
Walter Gunn	Chairman, Pioneer Valley Planning Commission (PVPC)
Charles Kaniecki	Chairman, Southampton Board of Selectmen
Richard Kos	Mayor, City of Chicopee
Alex Morse	Mayor, City of Holyoke
David Narkewicz	Mayor, City of Northampton, Representing Pioneer Valley Transit Authority (PVTA)
Patrick Paul	Highway Director, Massachusetts Department of Transportation (MassDOT), District Two Representing MassDOT Highway Administrator Jonathan Gulliver, Acting Highway Administrator
Sandra Sheehan	Administrator, Pioneer Valley Transit Authority (PVTA)
Doug Slaughter	Town of Amherst Selectboard
Rick Sullivan*	President and CEO, Economic Development Council of Western Massachusetts
Brandon Wilcox*	Federal Highway Administration (FHWA)

(\* denotes non-voting members)

**Guests and PVPC Staff Present:**

Rana Al-Jammal	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Mike Bolduc	MassDOT District Two Office (Northampton)
Glenn Barrington	University of Massachusetts Amherst
Tim Brennan	Executive Director, Pioneer Valley Planning Commission (PVPC)
Daniel Call	City of Westfield
Michelle Chase	Town Engineer, Town of Agawam
Mark Cressotti	Vice-Chair of the Joint Transportation Committee (JTC) and City Engineer, City of Westfield
Peter Frieri	MassDOT District One Office (Lenox)
Paul Furgal	Senior Project Manager, McMahon Associates
Jeff Hoynoski	MassDOT District Two Office (Northampton)
Amir Kouzehkanani	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Andrew McCaul	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Jeff McCollough	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Randall Kemp	Superintendent, Southampton Department of Public Works
Rich Masse	MassDOT District Two Office
Michael McManus	Superintendent, Department of Public Works, City of Holyoke
Mark Moore	MassDOT District 1 (Lenox)
Dana Roscoe	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Gary Roux	Pioneer Valley Planning Commission (PVPC) – Transportation Section
Gabe Sherman	Project Manager, MassDOT Office of Transportation Planning (OTP)
Matthew Sokop	Springfield Department of Public Works
Louise Sullivan	Pioneer Valley Planning Commission (PVPC) – Support Staff
Marvin Ward	MassBike – Easthampton

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

Steve Woelfel, Deputy Director of Strategic Planning at the Office of Transportation Planning, Massachusetts Department of Transportation (MassDOT), representing Stephanie Pollack, Massachusetts Secretary of Transportation and Chief Executive Officer, Massachusetts Department of Transportation (MassDOT), called the August 22, 2017 meeting of the Pioneer Valley Metropolitan Planning Organization (MPO) to order at 10:03 a.m. Mr. Woelfel then welcomed and thanked all those in attendance and called for introductions from meeting attendees.

Following introductions, Mr. Woelfel moved to take up the minutes of the previous MPO meeting held on July 25, 2017.

2. Minutes of the Previous Meeting of the Pioneer Valley MPO Held on July 25, 2017

Mr. Woelfel called for a motion to approve the minutes of the previous Pioneer Valley MPO meeting which was held on July 25, 2017. PVPC Principal Planner Dana Roscoe indicated that there is a correction needed regarding the cost increase for the *Agawam – West Springfield Bridge Replacement Project Which Encompasses the Bridge on Route 147 over the Westfield River and Intersection and Signal Improvements at 3 Locations* (605384). Mr. Roscoe stated that the cost estimate for this project has actually increased from \$31,130,586 to \$31,866,245.

Mr. Woelfel then called for a motion to approve the corrected minutes of the previous Pioneer Valley MPO meeting which was held on July 25, 2017.

MOVED BY RICHARD COHEN, MAYOR OF THE TOWN OF AGAWAM, SECONDED BY DAVID NARKOWITZ, MAYOR OF THE CITY OF NORTHAMPTON, TO APPROVE THE MINUTES AS CORRECTED OF THE JULY 25, 2017 PIONEER VALLEY MPO MEETING. 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. Review, Discussion and MPO Endorsement of Proposed Amendments to the Current 2017 Transportation Improvement Program (TIP)

Mr. Woelfel called on PVPC Principal Planner Dana Roscoe to review a series of proposed amendments to the Pioneer Valley region's current, FFY 2017 Pioneer Valley Transportation Improvement Program (TIP). Mr. Roscoe stated that during the 21-day public review period, there was a cost increase identified for the *Improvements to Lower Westfield Road on the I-91 (Interchange 15) Project* in Holyoke (606903) from \$2,337,883 to \$2,424,504 as well as a funding source change from Congestion Mitigation and Air Quality (CMAQ) funding to the National Highway Freight Program (NHFP) funding. Mr. Roscoe further reported that during the 21-day public review period, two projects were added to the current FFY2017 TIP that are to be funded under the Federal Lands Access Program (FLAP) which include:

- the *Improvements to Pondsides Road from Bark Haul Road to Birnie Road and Tina Lane Project* in Longmeadow (PV0002) for an estimated cost of \$275,000
- the *Access Improvements to the Connecticut River Trail* in Hadley-South Hadley (PV003) for an estimated cost of \$309,894

Mr. Roscoe stated that these are the only changes that need to be considered for endorsement as part of the region's current FFY 2017 Pioneer Valley TIP document.

At this point, Mr. Woelfel called for a motion to endorse this series of proposed amendments to the Pioneer Valley region's current, FFY 2017 Transportation Improvement Program (TIP).

MOVED BY ALEX MORSE, MAYOR OF THE CITY OF HOLYOKE, SECONDED BY DAVID NARKOWITZ, MAYOR OF THE CITY OF NORTHAMPTON, TO APPROVE THE ENDORSEMENT OF THE PROPOSED SERIES OF AMENDMENTS TO THE PIONEER VALLEY REGION'S CURRENT, FFY2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOLLOWING THE

CONCLUSION OF A REQUIRED 21-DAY PUBLIC REVIEW PERIOD, AS WERE OUTLINED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF

Mr. Woelfel asked if there were any questions or discussion on 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 #4.

4. Review, Discussion and MPO Endorsement of Proposed Amendments to the Current Transportation Evaluation Criteria (TEC)

Mr. Woelfel called on PVPC Principal Planner Gary Roux to discuss several proposed amendments to the Pioneer Valley Region's current Transportation Evaluation Criteria (TEC). Mr. Roux stated that at the last MPO meeting on July 25th, the MPO members approved the proposed changes to the Current Transportation Evaluation Criteria (TEC) which were released by the MPO for a 21-day public comment period. Mr. Roux explained that today's handout document entitled *Approved TEC Scoring Summary*, delineates the Transportation Evaluation Criteria that has been used by the PVPC staff to score TIP projects over the past three years while the handout document entitled *Proposed TEC Scoring Summary* on orange paper outlines several proposed changes which are being proposed in response to the recommendations generated as a result of the Pioneer Valley Region's most recent federal certification review. At that time, Mr. Roux explained that both Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Review Team members recommended that *Title VI* be included in the evaluation and scoring of TIP projects. Mr. Roux reported that in response to this recommendation *Title VI* is now included in the TEC and he noted that no further public comments or proposed modifications have been received during the TEC's required 21-day public comment period. Given this, Mr. Roux requested that the MPO members vote to endorse the Pioneer Valley Region's proposed revised *Transportation Evaluation Criteria (TEC)*.

At this point, Mr. Woelfel called for a motion to approve the endorsement of the Pioneer Valley region's proposed revised *Current Transportation Evaluation Criteria (TEC)* as recommended by staff.

MOVED BY RICHARD COHEN, MAYOR OF THE TOWN OF AGAWAM, SECONDED BY CHARLES KANIECKI, OF THE SOUTHAMPTON BOARD OF SELECTMEN, TO APPROVE THE ENDORSEMENT OF A PROPOSED SERIES OF AMENDMENTS TO THE PIONEER VALLEY REGION'S CURRENT, TRANSPORTATION EVALUATION CRITERIA (TEC), AS OUTLINED BY PIONEER VALLEY PLANNING COMMISSION (PVPC) STAFF FOLLOWING THE CONCLUSION OF A REQUIRED 21-DAY PUBLIC REVIEW PERIOD

Mr. Woelfel asked if there were any questions or discussion 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. Review, Discussion and MPO Endorsement of Unified Planning Work Program Adjustment to Reflect an Increase in the FTA Section 5303 Funding; and to Reflect a Change in the Funding Allocated to the Bike Share Task

Mr. Woelfel again called on PVPC Principal Planner Gary Roux to discuss an increase in the Federal Transit Administration (FTA) Section 5303 funding and a change in the funding source allocated to the Bike Share task in the Region's Unified Planning Work Program (UPWP) document for FFY 2018. Mr. Roux indicated that the MPO members have received two handout documents in their MPO meeting packet: a table entitled *FFY 2018 Unified Planning Work Program Funding Profile – Proposed Adjustment August 22, 2017* and a two-page document entitled *Task 3.9 Climate Change Implementation*. Mr. Roux explained that an adjustment to the Unified Planning Work Program (UPWP) can be made upon the approval of the MPO members and if a sign-off is received from

the Massachusetts Department of Transportation (MassDOT), Office of Transportation Planning so long as a UPWP Task is not being changed or a new UPWP Task is proposed to be added. Mr. Roux stated that this proposed adjustment to the UPWP now under consideration for endorsement allows the transfer of funds between three UPWP Tasks included in the upcoming Pioneer Valley FFY2018 UPWP which will take effect on October 1st of this year. Mr. Roux then identified the applicable UPWP Tasks which include: *Task 4.8 Bike Share Implementation*, *Task 3.9 Climate Change Implementation*, and *Task 3.10 Green Streets and Infrastructure*. Mr. Roux reported that the *Bike Share Implementation Task 4.8* is funded in the current Pioneer Valley Transportation Improvement Program (TIP) using Congestion Mitigation and Air Quality (CMAQ) dollars and a portion of those CMAQ dollars will be used to fund the planning and administration of the *Bike Share Implementation Task 4.8*. Mr. Roux explained that the City of Northampton has contracted with the Pioneer Valley Planning Commission (PVPC) staff to manage the planning and administration of this Bike Share Task.

Mr. Roux stated that there are proposed changes in the FFY2018 UPWP to the funding allocated to the *Bike Share Implementation Task 4.8*. which will shift \$10,000 dollars from the *Task 4.8 Bike Share Implementation* task in order to add an additional \$5,000 to the *Task 3.9 Climate Change Implementation* as well as an additional \$5,000 to the *Task 3.10 Green Streets and Infrastructure*. Mr. Roux added that there will be no change in the activities of these UPWP Tasks and the additional money will be designated for work already defined in the UPWP. Mr. Woelfel asked about the Section 5303 funding and Mr. Roux replied that there is a proposed adjustment in the UPWP which will slightly increase the amount of the Region's Section 5303 funds based on the federal allocation and the correct amounts are now reflected in the proposed UPWP for FFY2018.

At this point, Mr. Woelfel called for a motion to approve the proposed Unified Planning Work Program adjustment to reflect an increase in the FTA Section 5303 Funding; and to reflect a change in the modified amount of funding allocated to *Task 4.8 Bike Share Implementation*, *Task 3.9 Climate Change Implementation*, and *Task 3.10 Green Streets and Infrastructure* as described by the staff.

MOVED BY RICHARD COHEN, MAYOR OF THE TOWN OF AGAWAM, SECONDED BY DAVID NARKOWITZ, MAYOR OF THE CITY OF NORTHAMPTON, TO ENDORSE THE PIONEER VALLEY REGION'S REVISED, FFY2018 UNIFIED PLANNING WORK PROGRAM (UPWP) SUBJECT TO THE ADJUSTMENTS AS PRESENTED BY STAFF. THERE BEING NO FURTHER DISCUSSION, THE MOTION WAS UNANIMOUSLY APPROVED BY THE MPO MEMBERS PRESENT.

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

6. 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 25, 2017

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 indicated that the JTC met earlier this month and discussed the results of an analysis of the Pioneer Valley Transportation Evaluation Criteria (TEC) compiled by Pioneer Valley Planning Commission (PVPC) staff. Mr. Czach reported that there was a discussion of the feasibility of providing updated high-crash intersection information to each community in order to assist them in the planning and scoring of TIP projects aimed at realizing safety improvements. Mr. Czach further reported that because of the Region's most recent federal certification review, the JTC members are currently soliciting for a non-voting JTC member who could serve on the JTC as a pedestrian/Americans with Disability (ADA) representative at regular JTC meetings. He said that at the last JTC meeting, JTC members were asked to supply a short bio of people who might be interested in serving as a non-voting JTC member to PVPC Staff member Andy McCaul.

Mr. Woelfel thanked Jim Czach for his report on behalf of the JTC and he then moved to take up the next agenda item

7. 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 Peter Frieri of the MassDOT District One office in Lenox to present District One's updates on relevant transportation issues and projects. Mr. Frieri began by saying that District One has two projects in the Region's current FFY 2017 TIP. He reported that the *Bridge Replacement at Ireland Street over the Bronson Brook Project in Chesterfield (Project 607549)* has revised structural design plans and a cost change which is currently under review by MassDOT with the projects advertisement anticipated in September. Mr. Frieri also reported that *West Street Reconstruction (Project 605150)* in the Town of Goshen has received its Notice to Proceed; it has a the right-of-way town meeting scheduled for later this week; a Conservation-Commission Continuance Hearing is scheduled for tonight and this project will be ready to be advertised in September.

Mr. Woelfel next called on Mike Bolduc of the MassDOT District Two office in Northampton to present District Two's updates on relevant transportation projects within District Two's jurisdiction. Mr. Bolduc reported the following:

- The *Center Street Reconstruction Project (605011) in Ludlow* is at PS&E, is environmentally cleared; is completing its right-of-way requirements and will be advertised on September 16th.
- The *Improvements to Lower Westfield Road in Holyoke at Route I-91 (Project 606903)* had its estimated cost increased last week based on its PS&E; the project's environmental permitting has been cleared; and the project will be advertised on September 9th.
- The *Amherst-Hadley Route 9 Sidewalk Construction Project on Route 9 (608023)* was advertised on July 29th and is scheduled for a bid opening in late November.
- The *Congamond Road Reconstruction Project (604033) in Southwick* has received its PS&E; it has been environmentally cleared; and it will be advertised on Saturday, August 26th.
- The *Agawam-West Springfield Bridge Replacement on Route 147 Project (605384)* has received its PS&E and will be advertised on September 16th.
- The *Mill Street Bridge Replacement Project in Amherst (Project 607528)* was advertised in July and will have it's bid opening in mid-November.
- The *Chicopee-Springfield Interstate Maintenance and Related Work on Route I-291 Project (608211)* was advertised last year and its Conservation-Commission Hearing was held last week.
- The *Agawam-Chicopee-Holyoke-West Springfield Stormwater Improvements Project (608192)* was advertised last year and had its Conservation-Commission Hearing in July.

Mr. Woelfel thanked Mr. Frieri and Mr. Bolduc for their District One and District Two project updates and he moved to take up the next agenda item.

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

Mr. Woelfel called for a report and update from Pioneer Valley Transit Authority (PVTA) Administrator Sandra Sheehan. Ms. Sheehan indicated that the PVTA is currently implementing the bus transit service reductions that were approved by the PVTA Advisory Board in July. Ms. Sheehan reported that the PVTA has placed notices of the service reductions in all the buses and at each of the bus stops of those buses affected by service reductions. Ms. Sheehan further reported that along with placing notices of service reductions in social media and on the PVTA website, the PVTA has provided individualized information for each PVTA community that has bus routes which have been affected by service reductions. Ms. Sheehan concluded her remarks saying that the service reductions go into effect on August 27th for the Springfield, Chicopee and Holyoke bus routes while the service reductions for the Northampton and University of Massachusetts Amherst bus routes will go into effect on September 3rd and 5th.

9. Other Business

Mr. Woelfel asked if there was any further business for the MPO members to address at today's meeting. Mr. Brennan inquired about the status of the Region's request that the EDC of Western Massachusetts become a voting member of the Pioneer Valley MPO and Mr. Woelfel replied that he didn't have any information for today's MPO meeting but this request will be addressed soon.

There being no further business, Mr. Woelfel called for a motion to adjourn the August 22nd, 2017 Pioneer Valley MPO meeting.

MOVED BY ALEX MORSE, MAYOR OF THE CITY OF HOLYOKE, SECONDED BY DAVID NARKOWITZ, MAYOR OF THE CITY OF NORTHAMPTON, TO ADJOURN THE AUGUST 22, 2017 MEETING OF THE PIONEER VALLEY REGION'S MPO. THERE BEING NO FURTHER DISCUSSION, THE AUGUST 22ND 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 July 25, 2017 MPO Meeting**

1. *Pioneer Valley Region Metropolitan Planning Organization (MPO) Meeting Notice and Agenda: August 22, 2017*
2. *Minutes of the Metropolitan Planning Organization (MPO) Meeting: Wednesday, July 25, 2017*
3. *Approved (current) Transportation Evaluation Criteria Summary*
4. *Transportation Evaluation Criteria Summary – PVPC Proposed June 2017*
5. *2017 Pioneer Valley Region MPO Transportation Improvement*
6. *2017 Pioneer Valley Transportation Improvement Program (TIP) Proposed Amendments – August 2017*
7. *Task 3.9 Climate Change Implementation*
8. *2017-2021 TIP Comments Received During Public Review*
9. *DRAFT FFY 2018 Unified Planning Work Program Funding Profile – Proposed Adjustment August 22, 2017*