

**APPROVED – MINUTES
NASHUA REGIONAL PLANNING COMMISSION
February 15, 2023**

Held in-person and via Zoom, an in-person quorum was present

Members Present:

Jason Hennessey, Amherst (via Zoom)	Karin Elmer, Merrimack
Will Ludt, Amherst	Tim Tenhave, Merrimack (Chair)
Danielle Pray, Amherst	Camille Correa, City of Nashua
Tamara Sorell, Brookline	Julian Long, City of Nashua (via Zoom)
Bob Larmouth, Hollis (via Zoom)	Jeff Gowan, Pelham
James Battis, Hudson (Treasurer)	Dave Hennessey, Pelham
Kara Roy, Hudson	Peter Howd, Wilton
Ralph Boehm, Litchfield	Kermit Williams, Wilton
Kim Queenan, Litchfield (Vice Chair)	William Rose, NH DOT
Charlie Post, Lyndeborough	

Staff Present:

Jay Minkarah, Executive Director
Camille Pattison, Assistant Director
Matt Waitkins, MPO Coordinator
Kristin Wardner, Administrative Assistant

1. Welcome and Introductions

Tim Tenhave opened the meeting at 7:01 p.m. with introductions.

2. Privilege of the Floor

No members of the public were present to speak.

3. Approval of Minutes – December 21, 2022

Amendments: Last page: Next meeting date should be February 15, 2023.

Jeff Gowan motioned, with a second from Ralph Boehm,

THAT the minutes of December 21, 2022, be approved with changes and placed on file. A roll call vote was conducted. Karin Elmer and Kermit Williams abstained.

The motion **carried**.

4. Nomination to Nashua Regional Planning Commission Foundation Board

Jay Minkarah explained that the Nashua Regional Planning Commission Foundation Board currently has a vacant director-at-large position. Sarah Marchant was selected at the Executive Committee meeting. Minkarah stated that she is a current resident of Brookline was previously Community

Development Director in Nashua and Amherst; she also served previously on the Commission and Executive Committee and she was instrumental in forming the Foundation.

Peter Howd motioned, with a second from Danielle Pray,

THAT Sarah Marchant be appointed to the Nashua Regional Planning Commission Foundation Board. A roll call vote was conducted. William Rose abstained.

The motion **carried**.

5. MPO Policy Committee

a. Public Hearing - NRPC 2023-2026 Transportation Improvement Program (TIP) and 2019-2045 Metropolitan Transportation Plan Minor Update

Tenhaven opened the public hearing at 7:11pm.

Matt Waitkins presented on the 2023-2026 Transportation Improvement Program (TIP) and 2019-2045 Metropolitan Transportation Plan Minor Update. He briefly reviewed the transportation planning documents (Transportation Improvement Program, Ten-Year Transportation Improvement Plan, and Metropolitan Transportation Plan) and then reviewed the TIP development process. At the 2/8 TTAC meeting, members recommended the adoption of the TIP by this Commission. Waitkins then reviewed the projects being added, the projects that have been removed or completed, and ongoing projects with changes from the previous TIP.

Kara Roy asked where Waitkins got Hudson's position on the Circumferential Highway project. He stated that he spoke to Elvis Dhima, who spoke to the town administrator, and he has a memo stating it.

J. Hennessey asked a question about highway projects and why they are in the TIP being that they are state projects. Waitkins stated that they are in the TIP because they are regionally significant.

Charlie Post joined the meeting at 7:38pm.

Waitkins reviewed the FY2023-2026 funding available for TIP projects, \$288,229,022, which is comprised of federal, state (including state funds for matching federal dollars as well as turnpike funds), other (included local match), and statewide programs. He stated the draft TIP also incorporates updated system performance targets. He reviewed important dates relative to the TIP process: following MPO approvals, NHDOT has a public comment period from 2/17-24; 2/27-3/3 is NH DES approval; and 3/6-4/6 for federal approval.

Ludt asked who does project scheduling. Rose stated it depends on the source of funding: for example, if it is 100% state funded, the NH DOT project manager would set the schedule. He went into detail on the process. He stated the Ten Year Plan is really main driver. Ludt asked if a town can move up a timeline. Rose states it would start initially with speaking to the NHDOT project manager.

Peter Howd asked about state funding from 2023 to 2024 in the chart presented and the large gap. Rose wasn't sure of the math to back it up and also that it may show as dollars but is actually turnpike toll credits. Those are credits the federal government allows the state to take because they spend their state dollars to maintain and upgrade the turnpike.

The presentation may be viewed here:

https://cms5.revize.com/revize/nrpc/Agendas%20and%20minutes/TIPUpdate_NRPC_MPO_02152_023_V3.pdf

Karin Elmer left the meeting at 7:50pm.

Tenhave closed public hearing at 7:51pm.

Kermit Williams motioned, with a second from Dave Hennessey,

THAT the Nashua Regional Planning Commission and Metropolitan Planning Organization adopt the FY2023-2026 Transportation Improvement Program (TIP) and FY2019-2045 Metropolitan Transportation Plan Minor Update as presented.

The motion **carried.**

b. Performance Measures

i. Pavement & Bridge – PM2

Waitkins explained the Federal Highway Administration requires MPOs to use performance measures to work towards specific goals and targets and periodic updates are required. He explained that NRPC monitors the percentage of pavements on the non-Interstate Highway System in Good and Poor condition, as well as the percentage of National Highway System bridges classified as in Good and Poor condition. Pavement measures are based on 3 factors: International Roughness Indicator, cracking, and rutting and each road segment is graded good, fair, or poor. NRPC uses NHDOT statewide performance targets, and NRPC region pavement conditions are within those targets with 40% of pavement considered Good and 3% considered Poor in 2021. In response to Williams, Waitkins stated this would be for National Highway System roads and bridges. NRPC bridge condition targets are 73% good, 26% fair, and 1% poor, which are also within the statewide targets.

ii. Travel Time Reliability – PM3

Waitkins presented on Travel Time Reliability (PM3) performance measures. He explained that Travel Time reliability is the consistency or dependability in travel times, as measured from day-to-day and/or across different time of the day; it measures the extent of unexpected delay and is not a measure of recurring delay (i.e. morning rush hour). NRPC MPO Policy committee has adopted the statewide 85% target for travel time reliability and are exceeding that for all the years data is available.

J. Hennessey asked if Waitkins was aware about Travel time reliability in other areas, like Boston, and Waitkins did not know that answer. Minkarah stated it would be good information to know to be able to compare to our region.

The presentation may be viewed here:

<https://cms5.revize.com/revize/nrpc/Agendas%20and%20minutes/PM2-PM3%20MPO%2002152023.pdf>

Jeff Gowan motioned, with a second by Danielle Pray,

THAT the Nashua Regional Planning Commission MPO Policy Committee adopt the 2023 Pavement & Bridge Performance Targets (PM2) and Travel Time Reliability Performance Targets (PM3) as presented.

On the question: J. Hennessey asked how compliance is monitored. Waitkins stated the data sets for travel time reliability are available to NRPC and come from cellphones. Ludt asked for clarification on what is number is being adopted; Waitkins stated it is the 85% target. He stated the long range plan is being updated this year and those targets could be updated then.

The motion **carried.**

6. General Updates

Minkarah stated that NRPC, along with 3 other RPCs, has applied for a Safe Streets for all Grant. This would allow NRPC to create safety action plans, which would then allow communities to apply for federal grants to make safety improvements. A consultant would be brought in to do the work for all 4 regions.

Minkarah stated NRPC has a new regional planner, Cassie Cashin. Cassie previously worked for NRPC. Also, a principal transportation planner has been hired and will be starting in April.

7. Commissioners Roundtable

Amherst – Ludt spoke about the GIS webinar that NRPC put on for the Amherst Heritage Commission. Pray stated the Master Plan was approved last month.

Litchfield – Queenan stated with inflation and its impact on the town's tax cap, they are focusing on public safety warrant articles this year. Queenan stated there was a historic house fire in town could not be saved and will need to be demolished. She mentioned Firefighter Todd Berube who passed recently in a traffic accident. Boehm mentioned HB169 which would allow a water connection between Nashua and Litchfield so Pennichuck can serve Londonderry.

Lyndeborough – Post expressed thanks to NRPC for the administrative support they have provided the town.

Wilton – Williams was awarded a HOP grant and signed a contract with NRPC to facilitate it. Howd stated Wilton does Master Plan updates chapter by chapter. Their Natural Resources Chapter is next and then they will focus on economic development and housing to keep in line with the HOP grant. He

also stated he is a SoRLAC commissioner, and they are updating the corridor management plan this year. He talked about improved ecoli testing they will be doing in the Souhegan.

Brookline – Sorell stated there is an over 55 community under construction. Construction has also started on a pedestrian walkway over the bridge on Mason Road.

Pelham - Gowan stated their Master Plan Committee is currently active and there is a community forum is being held on 2/22. D. Hennessey said Pelham recently had their deliberative session.

Merrimack – Tenhave stated Merrimack’s town meeting is held in April which is later than others. Also, the camp in Merrimack is open for school vacations.

Hudson – Roy said they are starting approval process for Master Plan and are going by chapter by chapter.

8. Adjourn

Motion to adjourn was made by Dave Hennessey with a second from Ralph Boehm, all in favor. The meeting ended at 8:24 p.m.

The next Commission meeting will be held on Wednesday, March 15, 2023, at 7:00 p.m.

Respectfully submitted,
Kristin Wardner, Administrative Assistant