

# Minutes of the Joint Transportation Committee (JTC) Meeting

Wednesday, January 10, 2018

Pioneer Valley Planning Commission  
60 Congress Street, 2<sup>nd</sup> Floor Large Conference Room  
Springfield, Massachusetts 01104

## Present were:

Name	Affiliation	Name	Affiliation
Mike Bolduc	MassDOT District 2	Jeff Hoynoski	MassDOT District 2
Randy Brown	Southwick DPW	Betsy Johnson	Walk/Bike Springfield
Dan Call	Westfield Columbia Rail Trail	Andrew Krar	Town of Longmeadow
Mark Cressotti	City of Westfield	Jennifer Lee	Stavros/PVRCC
Jim Czach	West Springfield DPW	Mike McManus	City of Holyoke
Nick Dines	Town of Williamsburg	Dawn Nims	Agawam Engineering
Gail Farnsworth French	Quaboag Valley Community Development Corporation	Doug Roberts	Granville DPW
Steven Frederick	Town of Ludlow	Jason Skeels	Amherst
Peter Frieri	MassDOT District 1	Matt Smith	Chesterfield DPW
Gary Greer	MassBIKE	Stefan Szulc	Springfield DPW
Laura Hanson	MassDOT District 2	Marvin Ward	MassBike Easthampton
Kien Ho	BETA Group		
<b>PVPC Staff</b>			
Rana Al-Jammal	Senior Transportation Planner	Dana Roscoe	Principal Planner
Amir Kouzehkanani	Principal Transportation Planner	Gary Roux	Principal Planner
Andy McCaul	Senior Transportation Planner	Louise Sullivan	Admin Support
Jeff McCollough	Senior Transportation Planner		

## 1. Introductory Remarks

Jim Czach opened the JTC meeting at 10:20 a.m. and he asked everyone to introduce themselves.

## 2. Minutes of Previous Meeting

Mr. Czach asked for a motion to approve the Joint Transportation Committee (JTC) minutes of October 11, 2017 and December 13, 2017.

MOVED BY MARK CRESSOTTI OF THE CITY OF WESTFIELD, SECONDED BY RANDY BROWN OF THE TOWN OF SOUTHWICK, TO APPROVE THE JOINT TRANSPORTATION COMMITTEE (JTC) MEETING MINUTES OF OCTOBER 11, 2017 AND DECEMBER 13, 2017. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES ON BOTH MEASURES.

Mr. Czach then moved to take up agenda item 3.

## 3. Pioneer Valley Safety Performance Measures Presentation

PVPC Principal Planner Gary Roux reported that at the last JTC meeting, there was a presentation about Safety Performance Measures and targets which are required by federal transportation rules and need to be adopted by the Pioneer Valley MPO by the end of February 2018. Mr. Roux announced that there are two options: (1) JTC members make a recommendation to the MPO members for the adoption of the state performance measures and

targets; or (2) the JTC members develop their own set of performance measures and targets for the MPO members to adopt. Mr. Roux explained that there is an advantage of adopting the state performance measures and targets because it would mean that the state would be the recording agency under the federal requirements. Mr. Roux emphasized that there is no inherent advantage of going above and beyond the federal requirements at this point in time. He added that the performance measures and targets will be used as a tracking mechanism to improve safety through the advancement of Transportation Improvement Projects. Mr. Roux stated that the five annual performance measures and safety targets required by State DOTs and MPOs are as follows:

<b>Massachusetts Safety Performance Measures and Targets</b>	
<i>Performance Measure</i>	<i>State Target</i>
Total Number of Fatalities	Reduce Total Number of Fatalities to 352 or less statewide at the current rate of -0.8%/year
Rate of Fatalities per 100 Million Vehicle Miles Traveled (VMT)	Reduce the Rate of Fatalities to 0.61/100 million VMT or less statewide at the current rate of -0.8%/year
Total Number of Serious Injuries	Reduce Total Number of Serious Injuries to 2896 or less statewide at the current rate of -3.65%/year
Rate of Serious Injuries per 100 Million VMT	Reduce the Rate of Serious Injuries to 5.01/100 million VMT or less statewide at the current rate of -4.42%/year
Total Number of Combined Serious Injuries and Fatalities for Non-motorized Modes	Do Not Exceed the Current Average of 541 for Combined Serious Injuries and Fatalities for Non-motorized Modes

Mr. Roux stated that his recommendation is that the JTC members consider making a recommendation at the upcoming MPO meeting that the MPO accept and adopt the state performance measures and targets. Mr. Roux added that a recommendation is needed. Mr. Czach called for a motion to approve the recommendation that the MPO accept and adopt the state performance measures and targets.

**MOVED BY MARK CRESSOTTI OF THE CITY OF WESTFIELD, SECONDED BY MATT SMITH OF THE TOWN OF CHESTERFIELD, TO APPROVE A RECOMMENDATION BY THE JOINT TRANSPORTATION COMMITTEE (JTC) THAT THE PIONEER VALLEY METROPOLITAN PLANNING ORGANIZATION (MPO) ADOPT THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION (MASSDOT) PERFORMANCE MEASURES AND TARGETS**

Mr. Czach asked if there were any questions or comments. Mr. Cressotti asked if the state could be asked to substantiate the rates that have been set as state targets. Mr. Roux replied that MassDOT officials are currently updating their strategic highway safety plan and there are steering committees scheduled to meet in early February, one on intersection safety and one on lane departure crashes. Mr. Roux explained that part of these steering committee goals is to identify the measures and strategies that will help achieve these targets. Mr. Roux added that state performance measures and targets are incorporated in the Regional Transportation Plan (RTP) and in safety planning efforts so information regarding how the state intends to address some of the target trends will be shared with the JTC members.

Randy Brown asked what happens if a goal is missed. Mr. Roux replied that it has to be demonstrated that progress is being made on three of the five Massachusetts Safety Performance Measures and Targets but the JTC is currently meeting four of the five. Gary Greer of MassBike will these trends be monitored. Mr. Roux replied that the region's trends will be monitored as well as statewide trends.

Mr. Czach asked for a vote on the motion to approve a recommendation by the JTC that the MPO adopt the state performance measures and targets.

ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

Mr. Czach thanked Mr. Roux for his presentation and he moved to take up agenda item 4.

**4. JTC Recommendations Regarding the Expansion of JTC Voting Ranks and Representation on the Committee to Include a Person or Organization Chosen or Appointed to Act or Speak for Pedestrian and/or ADA Issues in the Pioneer Valley Region as Relevant to Transportation Planning and Project Programming Process (as noted in the PVMPO Certification Review)**

PVPC Principal Planner Gary Roux reported that there has been discussion over the past few months about expanding the voter membership of the Joint Transportation Committee (JTC) to include at least one representative from the Bike/Ped community and at least one representative from the Americans with Disability Act (ADA) population. Mr. Roux stated that the reason for this is the Federal Highway Administration (FHWA) and the Federal Transit Authority (FTA) Certification Review (which states: *The MPO should complete an assessment to determine whether pedestrian and ADA (Americans with Disabilities Act) modes of transportation should have voting representation on the JTC*). Mr. Roux explained that a recommendation was approved by the JTC members to appoint a representative from the bike/ped community and/or ADA community as a non-voting member who would attend JTC meetings for a year and then the appointment would be reviewed. He reported that JTC staff contacted local agencies to seek individuals or organizations that would be interested in these roles and Stavros responded and has sent a representative to today's meeting. He added that two interested individuals who have been attending JTC meetings and have submitted brief biographies are also present.

Mr. Czach asked that each of the three candidates introduce themselves, explain why they're interested in serving in this role and provide their qualifications. Jennifer Lee of Stavros stated that as Systems Advocate for Policy and Change serving Hampden, Hampshire and Berkshire Counties, her major responsibilities include informing Legislators and other government officials about Stavros's mission and issues concerning the rights and needs of people with disabilities. Ms. Lee stated that Stavros has developed an interest in transportation and recently hosted a Transportation Speak-Out at which local residents expressed their concerns regarding transportation and the budget deficit of PVTA and how that will affect ridership. Ms. Lee added that she's excited to be at the table representing Stavros.

After a short discussion, Mr. Czach called for a motion to nominate Stavros as a representative of the ADA community so that if Ms. Lee wasn't able to attend a JTC meeting, someone representing Stavros could attend in her place.

MOVED BY RANDY BROWN OF THE TOWN OF SOUTHWICK, SECONDED BY MIKE MCMANUS OF THE CITY OF HOLYOKE, TO APPOINT STAVROS AS A REPRESENTATIVE OF THE ADA

COMMUNITY TO SERVE FOR ONE YEAR IN A NON-VOTING CAPACITY. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES

Mr. Czach called on Dan Call of Westfield to speak about why he feels that he should be chosen to serve as the pedestrian representative. Mr. Call explained his background, qualifications and his desire to help other communities. Then Mr. Czach called Betsy Johnson of Walk/Bike Springfield. Ms. Johnson, formerly of Walk/Bike Boston, explained her advocacy for pedestrians and bikers in the Springfield area. A discussion among the JTC members ensued in which several members advocated for both Ms. Johnson and Mr. Call to be appointed as non-voting representatives of the pedestrian community.

MOVED BY RANDY BROWN OF THE TOWN OF SOUTHWICK, SECONDED BY MIKE MCMANUS OF THE CITY OF HOLYOKE, TO APPOINT BETSY JOHNSON AND DAN CALL AS CO-REPRESENTATIVES OF THE PEDESTRIAN COMMUNITY TO SERVE FOR ONE YEAR IN A NON-VOTING CAPACITY. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES

Mr. Czach then moved to take up the next agenda item.

#### **5. Pioneer Valley Safety Compass**

PVPC Principal Planner Gary Roux reported that two comments were received on the draft *Pioneer Valley Safety Compass* during the 21-day public review period with both requesting information on crashes delineated by community. Mr. Roux stated that a summary table document was created showing the crash information listed by community and in the near future, this information will be incorporated into each community's page. Also, a two-page document was prepared entitled *Non-Motorist Crashes and Severity* that provides the number of crashes and injuries reported for the 43 communities from 2012 through 2014. Mr. Roux stated that the PVPC staff would like to propose that the Pioneer Valley Safety Compass document be finalized and he asked for a recommendation.

MOVED BY RANDY BROWN OF THE TOWN OF SOUTHWICK, SECONDED BY MIKE MCMANUS OF THE CITY OF HOLYOKE, TO APPROVE A RECOMMENDATION BY THE JOINT TRANSPORTATION COMMITTEE (JTC) THAT THE PIONEER VALLEY METROPOLITAN PLANNING ORGANIZATION (MPO) ENDORSE THE PIONEER VALLEY SAFETY COMPASS. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES

Mr. Czach thanked Mr. Roux for his update and he moved to take up agenda item 6.

#### **6. 2018-2022 Transportation Improvement Program (TIP) – Project Update**

Senior Transportation Planner Andy McCaul announced that each month at JTC meetings, the status of TIP projects is reviewed. Mr. McCaul reported that at the last MPO meeting, the MPO members approved the Transit TIP that had been out for public review but since then one adjustment has been made to clarify the source of the federal portion of funding. Mr. McCaul then opened the floor to individual communities and asked them to share any updates to their TIP projects that they might have.

Jeff Hoynoski reported that he is waiting for submissions on the target projects but they are all due in the next couple weeks. Mr. Hoynoski stated that MassDOT is still working on the Westfield (603449) Project over-run but

the advertisement date isn't until August so there is still time. The 100% submission, though, is due in February and the project cost can be determined so that a decision can be made. Mr. Hoynoski indicated similarly with the Holland Roadway Construction (604962) Project for which a revised 25% submission was recently received. He reported that MassDOT is still waiting for a submission from the Holyoke (607256) Project.

Mr. Cressotti that by March 2018, Westfield Route 20 Access Improvements on Court Street and Western Avenue (603449) Project should have a 100% plan submission along with the project estimate from MassDOT. Mr. Cressotti explained that the project's cost estimate has been considerably higher than what's identified on the TIP which was brought to MassDOT's attention. In order to get it constrained, Mr. Cressotti indicated that a possible solution would be to adjust the scope and parameters of the project and then allocate part of the project into the next phase of the Western Avenue project which is due to occur about two years from now. Mr. Cressotti underscored a commitment to the constraints existing in the TIP and said that more information, including whether the state can contribute, will be available in time for the February MPO meeting.

Peter Frieri reported that MassDOT District 1 doesn't have any projects in the current fiscal year nor does it have any projects at 100% design. Mr. Frieri said Worthington is at 25/75% design and Granville is close to 25% design. Andy Krar interjected that he is pleased to see Longmeadow's (607430) Project listed on the TIP which is a continuation of Longmeadow's 2016 Converse Street project. Mr. Krar is advocating for this project to move along quickly and surpass the existing Longmeadow TIP project that's been bumped in the past few years.

Mr. McCaul indicated the document delineating the TIP projects and said to notify him if a community has a project or projects that are not appearing on the list of TIP projects so that they can be included in the updated list.

Mr. McCaul called the JTC members' attention to the document entitled *2019 – 2023 Transportation Improvement Program (TIP) Development Schedule* and he reviewed it as follows:

<b>DATE</b>	<b>ACTION:</b>
January 10	Today – Discuss TIP Development Schedule with JTC members
January 12	<ul style="list-style-type: none"> <li>• Initiate Transportation Evaluation Criteria (TEC) Review by Project Proponents</li> <li>• Emails will be sent out to all JTC Representatives containing the TEC forms for Review and Update</li> <li>• The List of TIP Projects Distributed at Today's JTC Meeting will be presented to the MPO members at the January MPO Meeting</li> </ul>
January 12	Mail Letter to Chief Elected Officials Informing Them of the Start of TIP Development for FFY2019 – FFY 2023
January 23	Project Universe Introduced to MPO
TBD	Meet with DOT Officials to Discuss the TIP Projects and Their Time Lines
February 13	Updated TEC Forms Due to PVPC by End of Business
February 21	Reviewing TEC Forms in order to have updated Zebra Sheet ready for MPO Meeting TIP Sub-Committee Meeting Scheduled to Review Updated TEC Forms
TBD	MassDOT Project Review Committee (PRC) Meeting
February 27	MPO Meeting – Discuss Project Universe - MPO Reviews TIP Scenarios and Provides Feedback

March 14 – April 11	JTC Reviews Project Universe and Begins to Develop TIP Scenarios Release of the Draft 2019-2023
March 27 and April 24	MPO Reviews JTC Recommended draft 2019-2023 TIP and then releases TIP for 21 day public review period
May 9	JTC Reviews and Comments on Draft TIP Currently Out for Public Review
May 22	MPO Meets and Reviews TIP Comments Before Making Final Approval of TIP (MPO endorses TIP)

**7. FFY 2019 Unified Planning Work Program (UPWP) - Development**

PVPC Principal Planner Gary Roux explained that the Unified Planning Work Program (UPWP) is the summary of all the transportation tasks over the next fiscal year and the UPWP will follow the same development schedule as the Transportation Improvement Program (TIP). Mr. Roux state that this year, the Regional Transportation Plan (RTP) will need to be update and the updating, which will begin in October, will take a significant amount of planning resources and staff time. Mr. Roux advised the JTC members to let him know if they have a safety or a congestion improvement study that they would like to see advanced. In the meanwhile, Mr. Roux said that he will continue to keep the JTC members updated on proposed UPWP projects.

**8. Pioneer Valley Transit Authority (PVTA) – Current Activities**

PVPC Principal Planner Dana Roscoe announced that Price Armstrong is in Washington D.C. and David Elvin, PVPC primary transit planner, is at the PVTA today so he would present a brief update. Mr. Roscoe reported that the PVTA is preparing for a \$3.1 million dollar reduction in their budget which will result in service cuts that will impact almost every PVTA route. PVTA officials will evaluate from 6 or 7 different scenarios in an attempt to meet the \$3.1 million dollar funding shortfall and will then recommend a proposal. Mr. Roscoe explained that the PVPC staff is working with the PVTA to schedule public hearings in all 24 PVTA communities in order to reach out to every town and city that’s impacted by service cuts and discuss proposed changes.

Mr. Czach sits on the PVTA Advisory Board and he reported the results of the public hearings will be released to the public. Mr. Czach added that fare increases are being considered because MassDOT wants the PVTA to bring their fares more in line with the fares of the other Regional Transit Authorities (RTAs) in the state. He said that the PVTA charges \$1.50 for a typical fare whereas other RTAs charge \$1.75 and the MBTA charges \$2.25. Mr. Czach underscored that the public review will be two-fold: (1) reduction in services and changes to the routes or schedules and (2) potential fare increases.

**9. Other Business**

There being no other business, Mr. Czach announced that the next JTC meeting is scheduled for February 14, 2018.

**10. Adjourn**

Mr. Czach called for a motion to adjourn today’s JTC meeting at 12:40 p.m.

MOVED BY MARK CRESSOTTI OF THE CITY OF WESTFIELD, SECONDED BY MATT SMITH OF THE TOWN OF CHESTERFIELD, TO ADJOURN THE JOINT TRANSPORTATION COMMITTEE (JTC) MEETING AT 12:40 P.M.. ALL IN FAVOR, NONE OPPOSED, THE MOTION CARRIES.

**Relevant Documents Distributed at this January 10, 2018 JTC Meeting:**

- Joint Transportation Committee January 10, 2018 Meeting Agenda
- Minutes of the October 11, 2017 Joint Transportation Committee Meeting
- Minutes of the December 13, 2017 Joint Transportation Committee Meeting
- *Highway Safety Improvement Program and Safety Performance Management Measures —Final Rules Overview*
- *2018 Pioneer Valley Region Transportation Improvement Program*
- *TIP 2018 – 2022 -*
- *2019 – 2023 Transportation Improvement Program (TIP) Development Schedule*
- *Massachusetts Safety Performance Measures and Targets*
- *Draft FFY 2019-2023 Project List*