

**MEETING MINUTES OF THE NORTHERN MIDDLESEX
METROPOLITAN PLANNING ORGANIZATION
April 24, 2019**

1. WELCOME AND INTRODUCTIONS

The meeting was called to order at 2:00 P.M. at the office of the Northern Middlesex Council of Governments (NMCOG), 40 Church Street, Suite 200, Lowell, MA. Attendees included:

Voting Members:

- Bryan Pounds, Chair (Representing MassDOT Secretary and CEO Stephanie Pollack)
- Frank Suszynski, MassDOT District 4 (Representing Highway Administrator Jonathan Gulliver)
- Pat Wojtas, Chelmsford Board of Selectmen, NMCOG Chair
- Tom Bomil, Chair, Lowell Regional Transit Authority

Stakeholders and Other Attendees:

- Derek Shooster, MassDOT Planning
- Constance Raphael, MassDOT District 4
- Timothy Paris, MassDOT District 4
- Ali Bent, Lowell Regional Transit Authority
- Eric Salerno, Town Planner, Tyngsborough
- Kevin Hardiman, Town Engineer, Tewksbury
- Justin Sultzbach, Assistant Town Administrator, Tyngsborough
- David Langlais, Regional Business Manager, Hoyle, Tanner & Associates
- Stephen Strykowski, Commission on Disability, Billerica
- Tim Bethke, TomTom

NMMPO Staff:

- Beverly Woods, Chris Curry, Justin Howard, David Tilton, Jong Wai Tommee, Katrina Garavanian, Northern Middlesex Council of Governments

2. APPROVAL OF THE MARCH 27, 2019 MEETING MINUTES

NMMPO members were provided with a copy of the March 27, 2019 minutes prior to the meeting. Based on a motion made by Tom Bomil and seconded by Pat Wojtas, the NMMPO voted to approve the February 27, 2019 minutes as presented.

**3. OPEN FORUM – OPPORTUNITY FOR COMMENTS FROM MPO MEMBERS,
COMMUNITY STAKEHOLDERS AND PUBLIC**

There were no comments.

4. STATUS REPORT ON TRANSPORTATION IMPROVEMENT PROGRAM (TIP) PROJECTS UNDER DESIGN AND CONSTRUCTION

Connie Raphael updated the NMMPO on project information changes since the March 27, 2019 meeting:

- Chelmsford – Intersection Improvements at Route 129 and Riverneck Road: Cost adjusted to \$5,736,167.
- Lowell – Deck Replacements, Lowell Connector over Industrial Avenue East: Bids were opened on April 9. Apparent low bidder is S&R Corporation. Awaiting contract award and Notice to Proceed.
- Tewksbury – Bridge Preservation, Mill Street Over Shawsheen River: Cost adjusted down to \$483,332.50.
- Tewksbury – Intersection Improvements at Main Street, Salem Road and South Street: Advertising date is July 20, 2019.
- Chelmsford – Improvements on Chelmsford Street (Route 110): Approved by PRC for \$11,250,000.
- Tewksbury – Intersection Improvements at Andover Street (Route 133) and River Road: At 25% Design with an advertising date of February 29, 2020.

5. UPDATE ON PERFORMANCE MEASURE AND TARGET SETTING ACTIVITIES

a. MassDOT/MPO/RTA Performance Based Planning Agreement – MPO Action

Bryan Pounds requested an endorsement from the MPO for the MassDOT/MPO/RTA Performance Based Planning Agreement, which will assist in future planning and programming efforts. The agreement describes mutual responsibilities in carrying out performance-based planning and programming among applicable metropolitan planning organizations, the Commonwealth, and public transportation operators.

Based on a motion by Tom Bomil and seconded by Pat Wojtas, the NMMPO voted unanimously to endorse the Performance-Based Planning and Programming Agreement as presented.

6. FFY 2019-2023 TIP AMENDMENT 3 – MPO ACTION TO RELEASE FOR PUBLIC COMMENT

Justin Howard stated that FFY 2019-2023 TIP Amendment 3 involves the programming of additional funding for two projects to ensure that they are fully funded for construction. Also included within the amendment is an update to the narrative of the TIP, documenting compliance with adopted performance measures and targets. The proposed revisions were outlined as follows:

- Provide a funding increase for intersection improvements at Route 129 and Riverneck Road in Chelmsford. The cost estimate at final design increased from \$4,871,227 to \$5,595,664. The added cost increase is covered by target STP funding sources. (Advertising date is June 15, 2019.)
- Provide a funding increase for intersection improvements at South Street, Salem Road and Main Street in Tewksbury. The cost estimate at final design increased from \$3,296,077 to \$3,778,724. The increase is covered by target CMAQ and state CMAQ funding sources. (Advertising date is July 20, 2019.)

- Per federal guidance, the FFY 2019-2023 TIP must incorporate NMMPO adopted performance measures and targets. This amendment includes a narrative outlining the MPO's adopted targets, target setting procedures and linkage to priority investments.

Based on a motion by Pat Wojtas and seconded by Tom Bomil, the NMMPO voted unanimously to release the FFY 2019-2023 TIP Amendment 3 for a 21-day Public Comment period.

7. FFY 2020-2024 TIP – MPO ACTION TO RELEASE FOR PUBLIC COMMENT

Justin Howard provided a draft copy of the FFY 2020-2024 Northern Middlesex Transportation Improvement Program (TIP) and Appendices, along with summary sheets. A brief overview of the proposed TIP projects within each fiscal year was also provided.

Based on a motion by Pat Wojtas and seconded by Tom Bomil, the NMMPO voted unanimously to release the draft FFY 2020-2024 TIP for a 21-day Public Comment period.

8. OTHER BUSINESS

Connie Raphael reminded the group that MaPIT training will be held in June 11, 2019 in Andover and those interested should register soon.

9. ADJOURNMENT

Based on a motion made by Pat Wojtas and seconded by Tom Bomil, the MPO voted unanimously to adjourn at 2:30 PM.

The next meeting is scheduled for Wednesday, May 22, 2019, 2:00 PM at NMCOG offices.