

**MEETING MINUTES OF THE NORTHERN MIDDLESEX  
METROPOLITAN PLANNING ORGANIZATION  
February 27, 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:

- Stephen Woelfel, 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
- Kevin O'Connor, Tyngsborough Rep. to the Lowell Regional Transit Authority Advisory Board
- 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
- Justin Sultzbach, Assistant Town Administrator, Tyngsborough
- Eric Salerno, Town Planner, Tyngsborough
- Kevin Hardiman, Town Engineer, Tewksbury

NMMPO Staff:

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

**2. APPROVAL OF THE JANUARY 23, 2019 MEETING MINUTES**

NMMPO members were provided with a copy of the January 23, 2019 minutes prior to the meeting. Based on a motion made by Kevin O'Connor and seconded by Pat Wojtas, the NMMPO voted to approve the January 23, 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 January 3, 2019 meeting:

- Chelmsford – Intersection Improvements at Route 129 and Riverneck Road: ENF Certificate received from MEPA and no EIR is required. At 100% Design. Ad date June 15, 2019.
- Lowell – Deck Replacement, Lowell Connector over Industrial Avenue: Advertised December 15, 2018. Bids are due April 9, 2019.
- Tewksbury – Bridge Preservation, Mill Street over Shawsheen River: At 100% Design. Ad date of July 6, 2019.
- Tewksbury – Intersection Improvements at Main Street, Salem Road and South Street: New price of \$3,778,723.85.
- Chelmsford – Intersection Improvements at Boston Road and Concord Road: Design Public Hearing February 27, 2019.
- Dracut – Improvements on Nashua Road: At 25% Design. New Price \$5,210,395.82.
- Dunstable – Improvements on Main Street (Route 113), from Pleasant Street to 750 Feet East of Westford Street: Price Change to \$4,894,986.23.
- Billerica – Rehabilitation on Boston Road (Route 3A) from Billerica Town Center to Floyd Street: At 25% design, cost now \$10,910,825.
- Billerica – Intersection Improvements at Boston Road (Route 3A), Lexington Street and Glad Valley Road: The town has request design assistance from MassDOT. Request has been sent to MassDOT’s Boston office.
- Lowell/Chelmsford – Stormwater Improvements Along I-495: Work started January 15, 2019. Construction is 1% complete, with a completion date of September 16, 2020.
- Lowell – Improvements on Route 38 at Four Intersections: Bids opened January 29, 2019. Apparent low bidder Tropeano, awaiting contract award and Notice to Proceed.
- Chelmsford – Improvements on Chelmsford Street (Route 110): PIF has been submitted. Hoping to be approved at April 2019 PRC Meeting.

## **5. UPDATE ON PERFORMANCE MEASURE AND TARGET SETTING ACTIVITIES**

### **a. Safety PM – MPO Action**

There are five MassDOT CY19 Safety Performance Measure Targets that need to be considered for adoption by the MPO. Federal Regulation requires targets to be updated annually in the areas of Total Fatalities, Fatality Rate, Incapacitating Injuries, Incapacitating Injury Rate, and Total Combined Non-Motorized Injuries and Fatalities. Justin Howard provided information on projected targets. Discussion ensued regarding factors contributing to continuing decline of target numbers.

Based on a motion by Tom Bomil, seconded by Pat Wojtas, the MPO voted unanimously to adopt the Safety Performance Measure Targets as presented.

**b. MassDOT/MPO/RTA Performance Based Planning Agreement**

In the meeting packet was a draft copy of the federally required Performance-Based Planning and Programming Agreement by and among the State Metropolitan Planning Organizations, the Regional Transit Authorities, and MassDOT. Derek Shooster requested the MPO members read through the Agreement and be prepared to adopt by the April MPO meeting. Derek requested any questions or comments from MPO members please forwarded to him prior to the April meeting.

**6. FFY 2019-2023 TIP AMENDMENT 2 – REVIEW OF COMMENTS RECEIVED AND MPO ACTION**

Justin Howard presented TIP Amendment 2, which involves the programming of funding for two projects: a funding decrease from \$2,160,000 to \$517,850 for repairs to the Mill Street Bridge over the Shawsheen River, due to project scope changes; and the purchase of six replacement vans for use by the Lowell Regional Transit Authority (LRTA) as part of a Community Transit Grant award totaling \$385,600. No comments were received during the public comment period.

Based on a motion by Kevin O'Connor, seconded by Pat Wojtas, the NMMPO voted to endorse Amendment 2 to the FFY 2019-2023 TIP.

**7. FFY 2020-2024 TIP UPDATE**

Justin Howard informed the group that financial information for the FY 2020-2024 TIP has been received. He provided a handout in the meeting packet showing the STIP programming for each year and funding detail for the region. He gave a brief overview of the Northern Middlesex Region program targets and explained the funding provisions and distributions.

Included in the meeting packet was a sheet detailing the TIP Readiness Day results. Justin Howard briefly overviewed projects and their recommended TIP programming year.

**8. FFY 2020 UNIFIED PLANNING WORK PROGRAM UPDATE**

Justin Howard provided financial information for the FY2020 UPWP. NMMPO has received an increase in apportionment of 2.27%, \$763,898 for use in our work programming for the upcoming year, commencing October 2019. He will provide additional information as it is received.

**9. FFY 2020-2040 REGIONAL TRANSPORTATION PLAN UPDATE**

Justin Howard stated that NMCOG staff has conducted outreach to all of our member communities, including individual meetings with each town to discuss current projects in the RTP and to receive feedback on any new priorities the community may have. An online survey is available on the NMCOG web site and has been distributed throughout the region. Three public open house sessions have been scheduled around the region for late February and early March.

Justin provided a spreadsheet detailing financials through 2040 and explained the funding basis and targets for each year. The staff will continue to work with the communities and update the Regional Transportation Plan. The NMMPO will consider releasing the draft for public review and comment in June 2019 and endorsement in July 2019.

## **10. OTHER BUSINESS**

Beverly Woods stated that NMCOG has been working with MassDOT regarding expansion of the Park and Ride lot in Tyngsborough. The property was acquired by MassDOT as mitigation for the Route 3 widening project with an eye toward future expansion, so the land is available but the lot needs to be designed and paved. MassDOT is waiting for an official request in writing from the town of Tyngsborough and the MPO. Steven Woelfel will explore the issue with MassDOT and will update the MPO as information is available.

Steven Woelfel informed the group that the Innovation Conference in Worcester is now open for registration.

## **11. ADJOURNMENT**

Based on a motion made by Tom Bomil and seconded by Kevin O'Connor, the MPO voted unanimously to adjourn at 2:34 PM.

The next meeting is scheduled for Wednesday, March 27, 2019, 2:00PM at NMCOG offices.