

**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION  
BUREAU OF RAIL AND TRANSIT**

**MEETING REPORT**

**DATE OF MEETING:** January 25, 2017

**LOCATION OF MEETING:** NHDOT, 5 Hazen Drive, Concord NH, M&R Room 205 – 11am to 1pm

**SUBJECT:** Bicycle and Pedestrian Transportation Advisory Committee (BPTAC)

**STEERING COMMITTEE MEMBERS:**

*Present:*

Tim Blagden, Concord Lake Sunapee Trail  
Scott Bogle, RPC  
Jeff Latimer, Gus' Bike Shop  
Liz Strachan, NHDES – Air Resources Division  
Erik Paddleford, NHDOT – Rail and Transit  
Dave Topham, Granite State Wheelmen  
Kathleen Mullen, DHHS  
Terry Johnson, HEAL  
Will Schoefmann, City of Keene

*Absent:*

Craig Tufts, CNHRPC  
Eric Feldbaum, DRED  
Kaela Gray, NCC  
Rebecca Harris, BWA-NH  
Scott Bourcier, Dubois & King

**SUBCOMMITTEE MEMBERS/ OTHERS PRESENT:**

Larry Keniston, NHDOT – Rail and Transit  
Jim Kirouac, NHDOT - Highway Design  
Matt Waitkins, Nashua RPC (phone)

**NOTES ON MEETING:**

**Approval of December Minutes**

The committee approved the minutes of the December meeting.

**TAP Program Update**

Tom Jameson gave an update on the TAP program by going over a [power point presentation](#) and the [2016 TAP project selection report](#). Project selection criteria and weighting for those criteria for the latest round was presented along with project scores and ranking broken down by population region along with funding allocations. Projects selected this round would likely be constructed in calendar year 2020. Projects from the first round in 2014 are all in the design phase. Two or three of the projects selected in the first round will be advertised this year and the rest will be advertised in 2018.

Scott Bogle thought more weight should be given to the RPC ranking criteria because currently the low weighting makes the regional process nearly irrelevant. Scott and Dave Topham thought there should be some kind of usage criteria for the piece of infrastructure being built (i.e. infrastructure should be built where it will get the most use).

Tom also mentioned the next CMAQ funding round will start shortly. CMAQ funds can now be spent anywhere in the state since the state is considered “in attainment” with regards to air quality

## **Steering Committee Membership Discussion**

Expanding on the membership discussion from the last meeting, Erik indicated that 3 member terms expired at the end of 2016 and if the committee feels those members should continue on the steering committee the bylaws would need to be amended. Erik suggested just eliminating term limits all together. Currently, members can serve 2 terms of 2 years each. After discussion, the committee voted to change the term limits from 2 to 4, keeping the term duration of 2 years. As indicated in the bylaws, a 2/3 vote is needed to make changes to the bylaws. A 2/3 vote was obtained and the bylaw change was made. Now, a member can serve up to 4 consecutive terms totaling up to 8 years.

### *Position Changes*

As discussed at previous meetings, Tim Blagden will be moved from the BWA-NH steering member position to the Rail Trail steering committee position. Erik will prepare an official appointment letter for Rebecca Harris to serve as the new BWA-NH representative.

### *Chair Position*

At the last meeting Craig Tufts indicated he would become committee chair if he were able to stay on the committee and there weren't other individuals who wanted the chair position. Craig was unable to attend today's meeting due to illness but mentioned in a telephone call that he was again ok with the committee voting to make him the committee chair. Electing Craig to committee chair was brought up and the committee voted him in as the new committee chair.

## **Planning and Review**

Erik discussed the "BPTAC 2016 – Summary of Projects/ Actions" handout that was compiled to highlight things the committee has worked on in the past year. Due to time constraints, discussion focused on the 4 projects that are considered "ongoing". The four projects include: the Plymouth State University (PSU) research project, the statewide counting plan, the statewide pedestrian and bicycle plan, and the bicycle safety brochure. We will likely revisit this list at the February meeting to go over the remaining projects listed.

Erik indicated the first meeting of the PSU project will take place in February and that the funding for the project amounts to 55K over the 2 year expected project duration. Larry discussed the status of the statewide pedestrian and bicycle plan. Currently there is one more chance for input related to the request for qualifications (RFQ) that will be sent to Planning for review. According to Planning, there is money available for the plan and once the RFQ is received and approved the next step will be to work with the DOT consultant selection committee to select a contractor for the plan. Erik indicated that the process of selecting a contractor for the plan could take as long as a year. Members commented that a robust public outreach plan is essential in order to capture public opinion on aspects of the plan. Two (2) meetings per RPC region was mentioned and that it's likely the RPCs would help in the public outreach process. Exact details can be worked out when a consultant is chosen.

## **Other Items**

Tim Blagden mentioned a number of bills this legislative session: [SB174](#) - relative to municipal parking surcharges and parking maintenance and operations, [HB214](#) – repealing prohibitions on electronic device usage while driving, [HB121](#) - relative to the maximum optional fee for transportation improvements charged by municipalities when collecting motor vehicle registration fees, and [HB181](#) - relative to the maintenance of

private roads abutting residential properties.

Dave Topham mentioned there are new “3-foot minimum” signs available. These signs have been approved through the FHWA process. About 25 signs along with hardware and posts were purchased with funds from the Claremont Bicycle Club. Approximately half the signs have been spoken for, so the remainders are available. How can we share the availability of these signs with interested towns? The signs are reportedly located in a town shed in Newport.

**Meeting ended at 1:00 pm**

**Next Meeting: February 22, 2017 11:00-1:00pm, NHDOT: Material & Research Room 205**