



## CENTRAL MASSACHUSETTS METROPOLITAN PLANNING ORGANIZATION

The minutes of the Central Massachusetts Metropolitan Planning Organization (CMMPO) meeting held **Wednesday, November 16<sup>th</sup>, 2022**. This meeting was held virtually using Zoom.

- **CMMPO Members Present:**

1. Derek Krevat, MassDOT Office of Transportation Planning
2. Ann Sullivan, MassDOT Highway Division District #3, designee to MassDOT Highway Division Administrator Jonathon Gulliver
3. Nick Burnham, WRTA
4. Brian Pigeon, designee to acting City Manager Eric Batista
5. Shelby Marshall – Westborough, Northeast Subregion Representative
6. Jesse Limanek – Sutton, Southeast Subregion Representative
7. Dennis Lamarche – Oxford, Southwest Subregion Representative
8. Stephanie Mulroy – Holden, North Subregion Representative

- **CMMPO Ex-Officio Members Present:**

1. Chris Klem, MassDOT Office of Transportation Planning
2. Chris Timmel, FHWA

- **Guests:**

1. Sarah Bradbury, MassDOT District #3
2. Daryl Amaral, MassDOT District #2
3. Greg Russel, VHB
4. Heather Blakeley, Sturbridge DPW Director
5. Amanda Bazinet, VHB
6. Tim Bonin – Douglas, Southeast Subregion Alternate

- **CMRPC Staff Present:**

1. Sujatha Krishnan, Deputy Director – Transportation
2. Kevin Krasnecky, Project Manager – Transportation
3. Yahaira Graxirena, Project Manager – Transportation
4. Zack Blais, Associate Planner – Transportation

5. Faye Rhault – Transportation
6. Greer Jarvis – Transportation
7. Rich Rydant, Project Manager – Transportation

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**Agenda Item #1 – Introductions**

CMMPO Chair Derek Krevat opened the meeting at 4:00 PM. A roll call of CMMPO members was announced, followed by the rest of attendees.

**Agenda Item #2 – Approval of October 19, 2022, Meeting Minutes**

Minutes from the October 19, 2022, meeting of the CMMPO were considered for approval. Jesse Limanek motioned to accept the minutes and was seconded by Ann Sullivan. A roll call vote was announced, and all members present voted unanimously to accept the minutes.

Derek Krevat – Yes

Shelby Marshall – Yes

Ann Sullivan – Yes

Jesse Limanek – Yes

Nick Burnham – Yes

Dennis Lamarche – Yes

Brian Pigeon – Yes

Stephanie Mulroy – Yes

**Agenda Item #3 – Opportunity for Public Comment**

There were no comments from the public.

**Agenda Item #4 – Transportation Improvement Program (TIP)**

- **Potential Action:** Proposed Adjustment #1 to the FFY 2023-2027 TIP Highway List

Kevin Krasnecky presented this agenda item. Proposed Adjustment #1 includes cost adjustments to Project #602659 – Charlton/Oxford – Reconstruction on Route 20, from Richardson’s Corner easterly to Route 12.

In FFY 2024, there will be an increase of \$256,218 in Statewide NHPP funding. The updated funding amount is \$7,956,218.

In FFY 2025, there will be a decrease of \$600,000 in Statewide NHPP funding. The updated funding amount is \$0.

Shelby Marshall asked for a clarification of what NHPP means. Mr. Krasnecky replied that NHPP stands for National Highway Performance Program.

Jesse Limanek asked if the reasoning the funding for Project #602659 is being removed from 2025 is because the project is anticipated to be completed in 2024. Mr. Krasnecky replied that yes, the goal is for the project to be completed in 2024. Mr. Limanek also asked if the cost of the project was higher or lower than expected. Ann Sullivan replied that it was higher than what was in the TIP. This adjustment is more a matter of balancing funding and fiscal constraints, not a matter of changing the overall project.

There were no other comments or questions.

Shelby Marshall made a motion and was seconded by Jesse Limanek to endorse Adjustment #1 to the FFY 2023-2027 TIP Highway List. All members present voted unanimously to endorse Adjustment #1 to the FFY 2023-2027 TIP Highway List.

Derek Krevat – Yes

Shelby Marshall – Yes

Ann Sullivan – Yes

Jesse Limanek – Yes

Nick Burnham – Yes

Dennis Lamarche – Yes

Brian Pigeon – Yes

Stephanie Mulroy – Yes

- **Potential Action:** Release Proposed Amendment #2 to the FFY 2023-2027 TIP Transit List for 21-day Public Review and Comment Period

Kevin Krasnecky presented on this agenda item. Proposed Amendment #2 to the FFY 2023-2027 TIP Transit List includes the increased cost of Project #RTD0010843 – Worcester Regional Transit Authority: Buy Replacement 35 FT Bus (8). The Federal funds will increase \$1,200,000 and the State funds (TDC) will increase \$240,000. The updated total project cost is \$5,541,148. Additionally, the project description will change from (8) to (9).

Shelby Marshall asked if the additional funds are coming from both Federal and State sources and if there is money in the budget to make the change. Both questions were confirmed by Mr. Krasnecky.

There were no other comments or questions.

Shelby Marshall made a motion and was seconded by Jesse Limanek to release the Propose Amendment #2 to the FFY 2023-2027 TIP Transit List for 21-day Public Review and Comment Period. All member present voted unanimously to release the Propose Amendment #2 to the FFY 2023-2027 TIP Transit List for 21-day Public Review and Comment Period.

Derek Krevat – Yes

Shelby Marshall – Yes

Ann Sullivan – Yes

Jesse Limanek – Yes

Nick Burnham – Yes

Dennis Lamarche – Yes

Brian Pigeon – Yes

Stephanie Mulroy – Yes

- Micro-Projects Update

Yahaira Graxirena provided a quick presentation to update the CMMPO on Micro-Projects.

As a refresher, the major goals of Micro-Projects are to support access to essential services, including access to jobs, education, health services, and healthy food. Other goals are to create first-and-last mile connections to transit and other modes of transportation as well as to fill the gaps within the transportation network.

Micro-Projects can include several different project types: bikeshare, microtransit, vans/shuttles, and TDM strategies. For bikeshare, this includes capital costs of bikeshare stations and bicycles, docks and related equipment. For microtransit, this includes operating assistance to introduce new service or pilots. In addition, the new service needs to demonstrate an increase in transit ridership and reductions in congestion, emissions, and single occupancy vehicle (SOV) trips. For vans/shuttles, this includes the

purchasing of new vehicles and equipment that results in emissions reduction. Other equipment may be eligible if it represents a major upgrade to improve reliability of service. For TDM strategies, this includes guaranteed ride-home programs, capital expenses for new or expanded TDM programs, real-time network information, and the project needs to demonstrate congestion reduction and/or SOV trip reductions.

The timeline for Micro-Projects includes the finalization of applications and comments/edits from MassDOT OTP in November. Sharing applications with communities and organizations, and virtual forums about the Micro-Projects Program will be in December. Presentations to the CMMPO of potential projects and CMAQ evaluations from January to March and final evaluation and CMMPO endorsement in May and June.

Shelby Marshall asked how communities will receive notice of applications in December. Ms. Graxirena replied that she will be sending notices to a mailing list she has, which includes Town Administrators, Town Planners, and DPW Directors.

Chris Timmel asked for a reminder what year the Micro-Projects will begin. Ms. Graxirena replied that staff will be starting to program the Micro-Projects Fiscal Year (FY) 2026 of the TIP but could also fill gaps in earlier years if funding is available.

There were no other comments or questions.

#### **Agenda Item #5 – WRTA Transit Asset Management (TAM) Plan Update**

- **Potential Action:** Concurrence with WRTA Performance Targets

Nick Burnham provided a presentation on updates to the WRTA TAM Plan.

The TAM Plan develops a process for operating, maintaining, and improving public capital assets through the assets' lifecycle. Public transit agencies are required to establish performance measures and targets, and to share with the MPO's for concurrence. The initial TAM Plan was adopted by the WRTA Advisory Board in FY 2018, and this Plan was recently updated and approved by the WRTA Advisory Board in September 2022.

The TAM performance targets are measures for transit assets that WRTA has direct capital responsibility. Asset types are referenced in each performance measure and performance targets are integrated in the CMMPO's Performance Management Program. The performance targets were based on Federal Transit Agency (FTA) guidance, and in tandem with WRTA Administration and Operations, and the CMMPO.

The performance targets in 2018 included targets for Rolling Stock, Equipment, and Facilities. Rolling Stock includes Buses > 30', Buses ≤ 30', and Demand Response Vans. Equipment included Support Vehicles and Facilities included Administration/Maintenance Facilities and Passenger/Parking Facilities. Performance targets for Rolling Stock and Equipment are based on their ability to meet their Useful Life Benchmark (ULB) and Facilities are based on their ability to meet their Transit Economic Requirements Model (TERM).

Performance targets in 2022 included a few changes in both Rolling Stock and Equipment from 2018. In 2022, Rolling Stock now includes Buses > 30', Buses ≤ 30', Vans (Type A, E, E2), and Vans (Type LF). For Rolling Stock, the ULB for Buses > 30' (12 years) and Buses ≤ 30' (10 years) has not changed. The ULB for Vans (Type A, E, E2) is 100% of fleet meets or exceeds ULB of 6 years and the ULB for Vans (Type LF) is 100% of fleet meets or exceeds ULB of 7 years. Equipment now includes Support Vehicles and Service Vehicles. A Support Vehicle must now meet the target of 100% of fleet meets or exceeds ULB of 7 years, and a Service Vehicle is 100% of fleet meets or exceeds ULB of 10 years. For Facilities, both Administration and Maintenance Facilities, and Passenger and Parking Facilities targets did not change. The target for both facilities is that 0% of facilities be rated under 3.0 on the TERM scale.

With these changes, the FFY 2022 TAM Plan update is in effect from October 1, 2022 to September 30, 2026. The performance targets are integrated into the CMMPOs Performance Management Program and the ongoing performance monitoring and annual reports are reported to the National Transit Database (NTD) while also providing annual updates to the CMMPO.

Derek Krevat asked if they think they are in position to meet current targets. Mr. Burnham confirmed that they are.

There were no other comments or questions.

Ann Sullivan made a motion and was seconded by Jesse Limanek to concur with the updated WRTA TAM Performance Targets. All members present voted unanimously to concur with the updated WRTA TAM Performance Targets.

Derek Krevat – Yes

Shelby Marshall – Yes

Ann Sullivan – Yes

Jesse Limanek – Yes

Nick Burnham – Yes

Dennis Lamarche – Yes

Brian Pigeon – Yes

Stephanie Mulroy – Yes

#### **Agenda Item #6 – Long Range Transportation Plan (LRTP) Updates**

Sujatha Krishnan updated the group that since the last CMMPO meeting, staff have had a successful meeting with MassDOT OTP, District #3, and District #2 to understand the State's priorities so staff can add them to the LRTP. Additional stakeholder meetings have been completed and over 150 surveys have been completed. Staff is also reaching out to MassDOT regarding their LRTP to see how staff can combine their public outreach strategy with the State LRTP plan. The December CMMPO meeting will include an update regarding what staff have heard from the public.

- Environmental Justice (EJ) Factors and Thresholds Presentation
  - **Potential Action:** Approval of Central Mass Regional EJ Factors and Thresholds

Yahaira Graxirena presented for this item, in which staff are looking for CMMPO approval of the Central Massachusetts Regional EJ Factors and Thresholds.

EJ is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. EJ populations include both minority and low-income. In addition,

transportation disadvantage populations are considered, which includes 4 additional criteria: Linguistically Isolated Households, Zero-Car Households, Population of Older Adults, and Population with Disabilities.

In Massachusetts, an EJ population is a neighborhood where at least one or more of the following criteria is true: 1) annual median household income is 65% or less of statewide annual median household income, 2) minorities make up 40% or more of population, 3) 25% or more of households identify as speaking English less than “very well”, or 4) minorities make up 25% or more of population and the annual median household income of municipality in which neighborhood is located does not exceed 150% of statewide annual median household income.

For the CMMPO, a “Neighborhood of Environment Concern” is a US Census Block Group where one or more of following criteria are true: 1) annual median household income is 65% or less of the statewide annual median household income, or 2) minorities make up 22.2% or more of the regional average. In addition, a transportation disadvantaged population is a US Census Block Group where the proportion is 150% higher than the region’s average for the following criteria: 1) households with a person 75 years of older, 9.3%, 2) households without a vehicle, 13.5%, or 3) linguistically isolated households, 9.45%.

A Regional EJ “Plus” (REJ+) Communities are EJ populations that are most impacted by transportation changes. At least one of the three EJ criteria must be true: 1) annual median household income  $\leq$  MPO 25<sup>th</sup> percentile, 2) percent of minorities  $\geq$  MPO 75<sup>th</sup> percentile, or 3) percent of households with Limited English Proficiency (LEP)  $\geq$  MPO 75<sup>th</sup> percentile. In addition, at least one of the following three transportation criteria must be true: 1) percent of households with zero vehicles  $\geq$  MPO 75<sup>th</sup> percentile, 2) percent of households with disabilities  $\geq$  MPO 75<sup>th</sup> percentile, or 3) percent of seniors (65+ years)  $\geq$  MPO 75<sup>th</sup> percentile. The geography of REJ+ indicator is census block groups and the thresholds are relative to an MPO region.

For the MassDOT/CMMPO, the REJ+ thresholds are: 1) Income (65% median household income), \$53,780, 2) Minority, 41%, 3) LEP, 7%, 4) Disability, 33%, 5) Zero-Vehicle, 13%, 6) Older Adults, 21%.

There were no questions or comments.

Brian Pigeon made a motion and was seconded by Dennis Lamarche to approve the Central Massachusetts EJ Factors and Thresholds. All members present voted unanimously to approve the Central Massachusetts EJ Factors and Thresholds.

Derek Krevat – Yes

Shelby Marshall – Yes

Ann Sullivan – Yes

Jesse Limanek – Yes

Nick Burnham – Yes

Dennis Lamarche – Yes

Brian Pigeon – Yes

Stephanie Mulroy – Yes

### **Agenda Item #7 – Staff Updates**

- EV Charging Stations Survey

Zack Blais updated the group that CMRPC staff recently sent out an EV charging stations survey to Town Administrators and Managers to ask about any experiences they have had with EV charging station installation, maintenance, and operation, as well as to see what their interest is in more EV charging

stations in their community and where they would like to see them installed in their community. So far staff have received 5 survey responses and are hoping to receive more responses before the survey closes at the end of November. Shelby Marshall asked if the Town Administrators and Managers were allowed to pass the surveys off to other community members that may be in a better position to complete the survey. Mr. Blais confirmed that would be okay. There were no other comments or questions.

Sujatha Krishnan updated the group that there is a Walk Audit facilitated by WalkBike Worcester scheduled for this upcoming Sunday along Belmont Street. Faye Rhault said that CMRPC will be participating along with other organizations. This walk audit will teach how to conduct a walk audit for projects.

#### **Agenda Item #8 – New Business**

There was no New Business.

#### **Agenda Item #9 – Next Meetings**

- CMMPO Advisory Committee meeting (virtual) – November 30, 2022 at 3:00pm
- CMMPO meeting (virtual) – December 21, 2022 at 4:00pm

#### **Agenda Item #10 – Adjournment**

Jesse Limanek made a motion to adjourn and was seconded by Dennis Lamarche. The meeting concluded at 5:10 PM.

*Meeting Minutes prepared by: Zachary Blais, Transportation Associate Planner*