



**MINUTES**

**Thursday – September 18, 2014**

1. **Call to Order** - Chairman Byers called the meeting to order at 7:05pm.
2. **Roll Call** – Secretary Ramsdell called the roll and declared a quorum present. The following Commissioners and Staff were in attendance:

**Commissioners**

<b>Georgetown</b>	Howard Snyder
<b>Groveland</b>	Robert O’Hanley
<b>Lawrence</b>	Theresa Park
<b>Methuen</b>	Kevin Hagerty
<b>Newbury</b>	John Weis
<b>Newburyport</b>	Ed Ramsdell
<b>North Andover</b>	Richard Byers, Chairman
<b>Salisbury</b>	Lou Masiello
<b>West Newbury</b>	Brian Murphey

**Staff**

Dennis DiZoglio, Executive Director  
 Anthony Komornick, Transportation Program Manager  
 Mike Parquette, Comprehensive Planning Program Manager  
 Ted Semesnyei, Economic Development Coordinator  
 Joe Cosgrove, Environmental Program Manager  
 Todd Fontanella, Sr. Transportation Planner  
 Jen Dunlap, Finance Administrator  
 Nancy Lavallee, Office Administrator/Executive Assistant

Public: Joe Johnson – Greenman & Pedersen

**3. Adoption of June Meeting Minutes**

Secretary Ramsdell reviewed the June minutes and declared them in order and recommended the Commission’s authorization for adoption.

***Vote: Commissioner Murphey made a motion to accept and second by Commissioner Hagerty. The June minutes were unanimously approved.***

**4. Warrant for June**

- MVPC’s Finance Administrator reported that the June, July and August warrants were reviewed favorably and recommended the Commission’s authorization for adoption.
  - June Warrant - \$39,606.90
  - July Warrant - \$25,221.27
  - August Warrant - \$80,693.82

***Vote: Commissioner Hagerty made a motion to approve the June, July and August warrants and second by Commissioner Murphey. The June, July and August warrants were unanimously approved.***

## **5. Chairman's Report**

After our June meeting David Powell, long term Commissioner representing Newbury announced that he was relocating and would be resigning. We hope to recognize David's service to the Commission as a member and an Officer at our Christmas holiday meeting. Newbury has appointed a new Commissioner, Planning Board Chairman John Weis, and I would like to welcome John to the Commission. As you know David served as Assistant Treasurer for the Commission. I am seeking candidates to fill this vacancy. Any Commissioner interested in serving in this capacity please let me know.

The Merrimack Valley Planning Commission and Citizen Planner Training Collaborative will host two municipal training workshops, "Roles and Responsibilities of Planning & Zoning Boards - Part 1" on Monday, October 27, 7-9 pm, and "Special Permits & Variances" on Monday, November 17, 7-9pm, at the MVPC Offices. Attorney Pamela Brown of Brown & Brown, PC, will be the instructor. The two workshops are part of a series of municipal training sessions offered each year by MVPC and CPTC. For more information on these sessions, contact Nancy.

We have included a number of articles referencing MVPC in the local news media in your packets. Articles ranging from the \$2.9M Great Marsh grant from the Department of the Interior Hurricane Sandy Coastal Resiliency Program, to the EPA Brownfield cleanup supplemental grant, to traffic improvements in West Newbury, to medical marijuana, to the gas pipeline.

Last year the Legislature approved and the Governor signed legislation that provided more funding for transportation here in Massachusetts. As Commissioners we know firsthand the need to improve the transportation infrastructure in our region. One of the statewide leaders in advocating for more funding for transportation was T 4 Mass. They helped articulate the need and provided options for the state to consider in their deliberation. Tonight we have an opportunity to hear from them about the impact the new funding has had on meeting the unmet transportation needs of the Commonwealth and the impact of the November ballot question that will change the legislation that was approved last year, so it is a pleasure to introduce and welcome Josh Ostroff, Outreach Director of T 4 Mass, to our Commission meeting tonight.

## **6. Guest Speaker – Josh Ostroff, Outreach Director of T 4 Mass**

Josh Ostroff, Outreach Director of T 4 Mass gave a brief PowerPoint presentation on Safe Affordable Transportation choices in the Commonwealth. The presentation included statistics on where and how regional transportation dollars for planned road and bridge and public transportation investments would be spent. He added that MVPC was very supportive and instrumental in getting legislation passed to raise new revenue for transportation within the past year. T 4 Mass has helped form campaign to Vote NO on Ballot Question 1 (Say NO to Unsafe Roads and Bridges) on November 4. This ballot question was created in response to repeal the indexing of the gas tax which was part of the legislation approved last year. If approved, the ballot question would change that legislation and in the end reduce transportation funding levels in the Commonwealth.

## **7. Executive Director's Report**

### Meetings with Community Leaders

- On June 24<sup>th</sup> I met with Kate Machet, district coordinator for Senator Markey and briefed her on the issues facing the region. She offered the Senator's assistance on issues that we feel he may be useful.
- On June 25<sup>th</sup> I attended the MPO meeting and represented MVPC.
- On July 8<sup>th</sup> staff and I met with Senator Ives and Senator McGee relative to the advancement of the Bus on Shoulder (BOS) study. We advocated that the Senators set up a meeting with Secretary Davey to consider a Pilot BOS program for I 93.
- On July 8<sup>th</sup> staff and I met with MEMA regarding the Natural Hazard Mitigation Plan. We discussed an extension for its completion and expectations from the study. We also followed up this meeting with another meeting on August 8<sup>th</sup> regarding an Amesbury MEMA grant and the impacts on the regional study.
- On June 27<sup>th</sup>, July 25<sup>th</sup> and August 22<sup>nd</sup> I attended the monthly MARPA meetings.
- On July 9<sup>th</sup> Joe, Tony and I attended a workshop on the development of Health Impact Assessments (HIA). This tool has been used a number of times in the State to consider the health impacts on various policy and project initiatives.

- On July 17<sup>th</sup> Tony and I met with Shawsheen trail advocate Al French and TEC regarding the potential to include the trail into the Route 114 transportation improvement project.
- On July 22<sup>nd</sup> Joe, Ted and I met with Chris Lombard from EPA and had a briefing on our unsuccessful Brownfields grant applications.
- On July 28<sup>th</sup> I met with Kassie Betumen from EOHED who was conducting an analysis of the impacts associated with a recent MassWorks grant awarded for the Riverwalk project in Lawrence.
- On July 30 I attended the welcome reception for the new Haverhill Chamber Executive Director, Stacey Bruzzese. I also had a follow up meeting with her new Economic development Director Beverly Donovan to discuss ways the Commission and the Chamber can work together on Economic development.
- On August 14<sup>th</sup> I attended the dedication ceremony for the new Methuen High School.
- On August 18<sup>th</sup> I participated on a panel at a listening session organized by Congressman Tierney. The Congressman along with Congressmen Capuano and Blumenau heard the panelists discuss the need for transportation infrastructure investment.
- On August 20<sup>th</sup> we held our quarterly meeting with the planners in the region. Issues discussed included: Pictometry flight, hazard mitigation plan, affordable housing monitoring, CPTC and the stormwater CIC grant.
- On September 10<sup>th</sup> Ted and I attended the Haverhill Economic Development Committee meeting and presented an update on the Merrimack Valley Means Business Website.
- On September 12<sup>th</sup> I attended the annual UZA coordination meeting with the Transportation Staff.
- On September 12<sup>th</sup> I attended the Merrimack Valley Chamber of Commerce transportation breakfast with guest speaker Transportation Secretary Davey. Prior to the meeting the Mayor of Lawrence and the Town Managers from North Andover and Andover and MVPC had an opportunity to meet with the Secretary to discuss additional commuter rail service on the Haverhill branch, BOS and improvements to Route 114.
- I have been appointed by the Governor to the Performance & Asset Management Advisory Council established by legislation. The first meeting of the Council was on September 18<sup>th</sup> and we reviewed the efforts in other states on this issue.

#### Merrimack Valley Mayors & Managers Coalition (MVMMC)

- The July 2<sup>nd</sup>, August 6<sup>th</sup> and September 2<sup>nd</sup> DPW meetings focused on computerized salt spreading controls and GPS tracking system being used by the City of Lowell. A regional RFP to procure this type of equipment is in the works.
- On July 16<sup>th</sup> we held a MVMMC meeting with the focus on MBTA commuter rail service. Jody Ray, Deputy Transit Administrator from MassDOT attended the meeting and updated the CEOs on the status of the double track project on the Haverhill Branch. The CEOs advocated for additional train service once the double tracking project is complete. We also updated the CEOs on our efforts to update the Merrimack Valley Means Business Website. Revisions will include:
  - Reset the existing Search Property function tab to direct users to a loop net web search page similar to the City of Somerville's portal
  - Convert the Merrimack Valley tab to a Community Profile dropdown function tab. Participating communities will provide community marketing, resources, incentives and primary contact information. Merrimack Valley info will also be one of the dropdown options.
  - Update MVMB news and links
  - Add community Twitter and Face book feeds

The cost for these revisions and access to the loop net listings is approximately \$13,000. All 8 communities are participating and will contribute \$1,500 per community. MVPC will coordinate and prepare all the revision. We also updated them on a parking meter joint procurement effort we will be doing in conjunction with MARPA. Newburyport, Haverhill and Salisbury are interested in participating.

- At the August 27<sup>th</sup> MVMMC meeting a draft letter to MassDOT from the Coalition requesting the additional commuter rail service was reviewed and approved along with a request for a potential new train station in North Andover at 1600 Osgood Landing.
- At the September 18<sup>th</sup> Coalition meeting we provided the latest update on the MVMB website and we presented an overview of the 311 analysis completed by MVPC last year.
- ACE the selected Solar developer is on the wait list for the SREC II solar managed growth category of projects. While we wait for the green light for their project we will attempt to finalize a net metering

contract and move forward once the approval is given. Communities currently participating are: Amesbury, Newburyport, North Andover, Lawrence and Haverhill.

- Electric aggregation is moving forward with Newburyport, Haverhill and Methuen. Newburyport City Council has passed the language to begin the process of aggregation. The City is currently working through the contract with legal counsel. Haverhill and Methuen are working collectively with their new energy manager Orlando Pacheco to consider next steps.
- Ameresco, the region's ESCO provider, is still working with six communities: Lawrence (first phase completed), Methuen (NTP to be issued), Haverhill, North Andover (estimated completion November), Merrimac (completed) and Salisbury (draft ESA under review). Five of the communities have approved projects totaling over \$10M, which will save the communities almost a \$1M a year. Haverhill has yet to finalize their project as they resolve net school spending requirements.
- To date the regional renewable energy manager, Meister Consulting Group (MCG) has met with: Newburyport, Newbury, North Andover, Boxford, Andover and Amesbury to review potential site. Boxford has issued a RFP for the solar development of their landfill. The RFPs were due April 17<sup>th</sup> for a 500KW solar facility and 3 proposals were received. Boxford has selected Borrego to develop their project.

#### Massachusetts State Employees' Retirement System

- As reported before the summer break MVPC, along with 6 other RPAs received a letter from the Retirement systems stating that after 42 years of being members of the State retirement system MVPC is now required to contribute to the system. This change would have a significant impact on our overhead rate. We had a meeting with the State retirement Board Executive Director, Nick Favorito on August 12<sup>th</sup>. MARPA has decided to collectively hire a lawyer to help us make our case against the change and I have arranged for former Senator Steve Baddour to represent MARPA. Corrective legislation is currently being drafted to hopefully correct the problem. The attorney's will meet with MARPA at their September 26th meeting.

## 8. Contracts

MVPC is seeking approval of the following contracts.

- Working with the Mayors & Managers Coalition MVPC has begun to update the Merrimack Valley Means Business Website. The cost for these revisions and access to the loop net listings is approximately \$13,000. All 8 communities are participating and will contribute \$1,500 per community. MVPC will coordinate and prepare all the revision with existing available resources. We look for approval to enter into a contract with Sonora Design Works for \$12,000 to undertake this update.

***Vote: Commissioner Hagerty made a motion to authorize the Sonora Design Works contract for \$12,000 and second by Commissioner Ramsdell. The contract was unanimously approved.***

- \$900 annual subscription/contract with Loopnet to support the MVMB website.

***Vote: Commissioner Hagerty made a motion to authorize the Loopnet monthly subscription/contract and second by Commissioner Ramsdell. The subscription/contract was unanimously approved.***

- \$22,500 for Phragmites control work in the Salisbury marsh
- \$7,500 from MVPC's U.S. Fisheries & Wildlife grant
- \$15,000 from MA Department of Conservation & Recreation Partnership Grant
- \$113,000 U.S. Fisheries & Wildlife (Parker River National Wildlife Refuge) for Hurricane Sandy Resiliency Salinity/Sediment modeling (will supplement our National Wildlife Federation/ Sandy award modeling grant task).
- \$20,000 for green crab monitoring in the Great Marsh from MA Division of Marine Fisheries
- \$1,500 from Essex National Heritage Commission (\$200 from MVPC) for Great Marsh Tour via QR Code. About 40 QR code signs link to informational videos on Great Marsh issues & resources. Signs installed in July.
- \$61,000 from MA Office of Coastal Zone Management providing FY15 funding for MassBays Program Coastal Coordinator Position
- \$375,000 from the U.S. Environmental Protection Agency for recapitalization of the MVPC Brownfields Cleanup Revolving Loan Fund Program.

*Vote: Commissioner Hagerty made a motion to authorize the above mentioned contracts and seconded by Commissioner Murphey. The contracts were authorized unanimously.*

## **9. Comprehensive Planning Update**

MVPC's Comprehensive Planning Manager, Mike Parquette, reported the following regional activities.

**DLTA PROGRAM** – We continue to implement the “Planning Ahead for Growth/Planning Ahead for Housing” and “Regional Services” activities programmed with DLTA funds. The September Quarterly Report to DHCD is in the commissioners packets.

**PLANNING AHEAD FOR GROWTH/PRIORITY GROWTH STRATEGY** - We continue to work on the update/revisions to the Priority Growth Strategy in order to reflect changes (such as new development, new zoning, new focus, or completed infrastructure projects) that have taken place in the five years since the PGS was written and also to reflect its introduction into the statewide Planning Ahead for Growth initiative. In spite of the economic recession, this region has accomplished some great things in the last 5 years and communities have advanced new initiatives and adopted new smart growth zoning which needs to be reflected in the update. In addition, MVPC is working with state officials and local Planning Directors to upgrade local zoning to better develop the PDA's and PPA's.

**MASSWORKS** - Funding through MassWorks for infrastructure projects supporting housing and economic development were due to EOHEd in late August. MVPC had the opportunity to present comments on the applications from this region. Five applications were submitted from four MVPC communities: Lawrence - Merrimack Street Corridor (\$3,925,000); Salisbury - Salisbury Square Water Line Replacement (\$1,708,769); Salisbury - Salisbury Beach Boardwalk (1,500,000); Newburyport - Infrastructure improvements to support new mixed-use TOD development in the proposed 40R District and new growth in the Newburyport Business Park (1,722,229); Merrimac - Bear Hill Road Culvert Replacement (400,000).<sup>6</sup>

**VALLEY SUPPORT TEAM** – We have met with the City of Methuen to discuss how MVPC can assist them in their downtown redevelopment goals. We discussed the different tools at their disposal such as: 40R District, Cultural District, Housing Development Incentive Program, 43D for Housing, Tax Increment Financing, and Compact Neighborhood District. I have conversed with EOHEd folks about these programs and have invited them to come and discuss the merits of each tool to the Downtown Redevelopment Committee. A forum was held on May 29 where nearly 100 stakeholders discussed ideas for improving the downtown. The Mayor may be hosting a second meeting in the coming weeks. Also, we have offered our assistance to the City of Newburyport in their efforts to create a TOD 40R District at the Route 1 Rotary and MBTA Commuter Train Station. If approved, the new "smart growth" district could be in place this fall.

**MVMCM** – Ted has been working closely with the MVMCM the past few months on efforts to update the MVMB website. A meeting was held with the MVMCM today and Ted presented an update on the latest revisions. He also presented the draft of a potential CIC application to fund upgrades to the website and market the region. I gave a power point to the coalition regarding the Merrimack Valley Regional 311 Call Center Feasibility Study completed last November. No advance of the Study has been taken, and since there are new MVMCM members, we decided to review the Study with them again. A 311 initiative would be very costly, so we do not anticipate implementation of our recommendations.

**MVED** – I have had a discussions with a previous loan recipient (loan is paid off) who is interested in borrowing approximately \$125,000. It may take several months to complete the loan for this Methuen based business.

### **ECONOMIC DEVELOPMENT PROJECTS:**

- Multiple PowerPoint presentations were prepared for the Mayors and Managers Coalition, focused on Merrimack Valley Means Business and regional marketing.
- Quarterly Progress Reports for MVPC's Brownfields Assessment Program and Brownfields Revolving Loan Fund were prepared and submitted to the U.S. Environmental Protection Agency (EPA) on July 30.
- Annual Progress Report was developed and submitted to the U.S. Economic Development Administration on July 30.
- A Government Performance and Results (GPRA) Report was developed and submitted to the U.S. Economic Development Administration.
- Technical support was provided for MVPC's Brownfields Revolving Loan Fund Supplemental Grant Application to the U.S. Environmental Protection Agency (EPA).

- Various MVPC website postings were completed, including news blogs and upcoming events.
- Worked extensively on procuring web developer, gathering support, and laying the groundwork for update to MVMB.biz web pages and property search tool.
- Various Census data tables were prepared for MVPC staff and community members.

**CITIZEN PLANNER TRAINING COLLABORATIVE** - Information is attached regarding the Fall 2014 Workshops. MVPC will be hosting two workshops. The first on October 27 titled "Roles and Responsibilities of Planning and Zoning Boards Part 1." The second will be on November 17 titled "Special Permits and Variances."

**AFFORDABLE HOUSING TRUST WORKSHOP** - A workshop on the "Municipal Affordable Housing Trust Fund" will be held on October 16, 7:30 p.m. at West Newbury Town Offices. Sue Connolly from the Massachusetts Housing Partnership will conduct the workshop.

## 10. Environmental Program Update

MVPC's Environmental Program Manager, Joe Cosgrove, report on the following Environmental Program grant/contract activity:

- \$22,500 for Phragmites control work in the Salisbury marsh; \$7,500 from MVPC's U.S. Fisheries & Wildlife grant, \$15,000 from MA Department of Conservation & Recreation Partnership Grant
- \$113,000 U.S. Fisheries & Wildlife (Parker River National Wildlife Refuge) for Hurricane Sandy Resiliency Salinity/Sediment modeling (will supplement our National Wildlife Federation/ Sandy award modeling grant task).
- \$20,000 for green crab monitoring in the Great Marsh from MA Division of Marine Fisheries
- \$1,500 from Essex National Heritage Commission (\$200 from MVPC) for Great Marsh Tour via QR Code. About 40 QR code signs link to informational videos on Great Marsh issues & resources. Signs installed in July.
- \$61,000 from MA Office of Coastal Zone Management providing FY15 funding for MassBays Program Coastal Coordinator Position
- \$375,000 from the U.S. Environmental Protection Agency for recapitalization of the MVPC Brownfields Cleanup Revolving Loan Fund Program.
- Also, through the Brownfields Program, MVPC executed \$100,000 subgrant and \$246,000 loan agreement with the Town of Salisbury for environmental cleanup at 29 Elm Street property in Salisbury. Contractor has been procured and cleanup work is scheduled to start end of September.

## 11. Transportation Report Update

MVPC's Transportation Program Manager, Tony Komornick, reported on the following transportation activities.

### a. Transportation Report

#### Merrimack Valley MPO

The next **MVMPO meeting** is scheduled for **September 24th at 1:00 p.m.** The key items for discussion will be the status of roadway and transit projects and potential changes to the FFY 2015 element of the FFYs 2015-2018 Transportation Improvement Program.

The MVMPO meeting will be followed by a meeting of **MassDOT's Project Selection Advisory Council**. This group is charged with developing criteria that will be used in selecting transportation projects in the Commonwealth (see handout).

Todd completed the draft version of the **MVMPO's Title VI Program**, which outlines how the organization is meeting or proposes to meet federal regulations on how the transportation planning process serves Title VI populations as well as other protected populations. This document is now being reviewed by MassDOT's Office of Diversity and Civil Rights.

#### Studies/Analyses

Staff has been working with the Newburyport Planning Department and the traffic consultant working for the developer of a **proposed pharmacy and gas station/mini-mart on Storey Avenue** to evaluate the transportation impacts of that project. Using traffic data collected by MVPC staff and by the traffic consultant,

a new, balanced set of traffic volumes was created which was then used in preparing a revised Traffic Impact Analysis.

Tony attended the September 17<sup>th</sup> meeting of the Newburyport Planning Board where the proponent presented the findings of the revised traffic study as well as a traffic mitigation plan (see handout).

Prepared draft of the **MVPC's HOV Lane/I-93 Bus on Shoulder Study**;

#### Other

Held September 16<sup>th</sup> meeting of the **Georgetown Branch Rail Trail Advisory Committee** where we heard of the progress being made by the Town of Groveland in undertaking the 25% design of the trail, gaining ownership of large parcels that abut the Right of Way and are slated for use as open space/recreation. The City of Haverhill reported on the status of its Bradford Riverwalk project, which is scheduled to be advertised for construction later this month;

Tony attended the August 14<sup>th</sup> and September 11<sup>th</sup> meetings of the **Newburyport Traffic and Safety Committee**. At the September meeting, the Committee approved MVPC's recommendations for improving bicycle and pedestrian accommodations in and around the intersection of **Green Street and Merrimac Street**;

Staff completed an analysis of traffic and safety conditions at the intersection of **Bashaw Way and Low Street in Newburyport**. The study found that this location operates at LOS D during the PM Peak and that while traffic volumes are large enough to consider the installation of a traffic signal, this action might not be needed due to the high percentage of right turns leaving Bashaw Way.

On September 12<sup>th</sup>, MVPC hosted a meeting of transportation staff from the northern MPOs in the **Boston UZA**, which includes the Boston, Northern Middlesex and Merrimack Valley MPOs. Key discussion items included a lack of freight industry information and potential cooperation to secure information on truck freight operations, revival of the Model User Group, and collaboration on bicycle/pedestrian data collection.

Tony attended August 1<sup>st</sup> and September 12<sup>th</sup> meetings that included officials from the City of Lawrence, Groundwork Lawrence staff, and Representative Moran to support the development of a project that would connect the **Methuen Rail Trail with Merrimack Street in Lawrence** using the now-neglected Manchester and Lawrence Branch right of way.

The following requests for technical assistance from transportation staff has been received for the following:

- Review traffic circulation at the intersection of **Bridge St./Church St./Ferry Ln.** near the **Rocks Village Bridge in West Newbury**;
- Assess need for installing stop sign at the intersection of **Main St./Moulton St./South St.** near Great Rock in **Newbury**.

Provided assistance to the Town of Newbury for implementing roadway improvements in and around **Byfield Village**.

Tony and Dennis met with Alan French and Kevin Dandrade of TEC in July to discuss incorporating the **Shawsheen River Greenway** into any upcoming **Route 114 Corridor Improvement Project**.

Staff provided data and reports for the consultant working for the **City of Methuen** to prepare Project Need Forms that will be submitted to MassDOT for proposed projects to:

- Make improvements to **Route 28/Rosewood Avenue** intersection;
- Make improvements to **Route 110 east of Burnham Road**;
- Modify the **Howe Street Bridge over Route 213**. During the summer, staff has been assisting the **City of Lawrence** in developing a project for MassDOT approval to make **improvements to the intersection of Park Street and Lawrence Street**. This has included:
  - Collecting turning movement counts at the intersection;
  - Completing Level of Service Analyses;
  - Obtaining/analyzing crash data, and
  - Scheduling a Road Safety Audit for this location, which will take place on September 23<sup>rd</sup>.

Tony and Betsy met with Amesbury officials on July 9<sup>th</sup> to discuss the status of **Phase I of the Powwow Riverwalk Project**, which is scheduled to be advertised for construction in FFY 2015.

MVPC hosted the July and August meetings of the **Merrimack Valley Region Coordinating Council** in support of the development of the region's **Coordinated Human Services Transportation Plan**. **Listening sessions** will be held at the following times/locations:

- Tuesday, September 30, 2014: Lawrence Public Library, 51 Lawrence Street, Lawrence, MA – 12:00 noon to 3:00 p.m.
- Thursday, October 2, 2014: Phoenix Row Apartments, 22 Phoenix Row, Haverhill, MA – 2:00 p.m. to 5:00 p.m.
- Tuesday, October 7, 2014: Amesbury Senior Community Center, 68 Elm Street, Amesbury, MA – 4:00 p.m. to 7:00 p.m.

Todd will be preparing a draft Coordinated Human Services Transportation Plan for submittal to MassDOT in December 2014.

Betsy attended several meetings of the **Mayor's Health Task Force in Lawrence**; Betsy also provided assistance to the group in putting on the **Ciclovia**, which was held in downtown Lawrence on August 3<sup>rd</sup>.

#### **b. Self-Identification Survey for Title VI**

MVPC's Todd Fontanella asked the Commissioners to complete the enclosed Self-Identification Survey for Title VI which is a requirement by the Advisory Committee.

#### **12. Local and Regional Issues – None**

Joe Johnson of Greenman and Pedersen updated the Commission on several local road projects:

- Haverhill - Route 97 – Project is at 25% level and looking to make a submission to the City of Haverhill at the 25% level. This project runs from Forest Street and Lake Street and will include bike lanes and sidewalks on both sides of the roadway.
- Amesbury – Elm Street – Resubmitted 25% plans to MassDOT, including the 5' shoulder. This project is moving to go Public Hearing shortly.

#### **13. Other - None**

#### **14. Adjourn**

**There was a motion to adjourn by Commissioner Hagerty and second by Commissioner Weis. Meeting adjourned at 8:30pm.**

I hereby certify that these minutes are an accurate account of the Merrimack Valley Planning Commission meeting held on September 18, 2014.

---

Ed Ramsdell, Secretary