



MINUTES

Thursday – September 15, 2016

- 1. Call to Order** - Chairman Lavoie called the meeting to order at 7:00pm.
- 2. Roll Call** –Secretary Ramsdell called the roll and declared a quorum present. The following Commissioners and Staff were in attendance:

Commissioners

Amesbury	Robert Lavoie, Vice Chairman
Andover	Lisa Schwarz
Haverhill	April Der Boghosian
Methuen	Kevin Hagerty
Rowley	Bob Snow, Treasurer
Newburyport	Ed Ramsdell, Secretary
West Newbury	Brian Murphey
Rep-At-Large	Brad Buschur

Staff

Joe Cosgrove, Environmental Program Manager
 Mike Parquette, Comprehensive Planning Program Manager
 Tony Komornick, Transportation Program Manager
 Jerrard Whitten, GIS Manager
 Jen Dunlap, Finance Administrator
 Nancy Lavallee, Office Administrator

3. Adoption of May Meeting Minutes

The May minutes were reviewed and recommended for adoption.

Vote: There was a motion by Commissioner Ramsdell and second by Commissioner Snow. The May Minutes were unanimously approved.

4. Warrants for May, June, July and August

Treasurer Bob Snow reported that the May warrant was reviewed favorably and recommended the Commission’s authorization for adoption.

Vote: There was a motion by Commissioner Snow and second by Commissioner Murphey. The May warrant was unanimously approved.

Treasurer Bob Snow reported that the June warrant was reviewed favorably and recommended the Commission’s authorization for adoption.

Vote: There was a motion by Commissioner Snow and second by Commissioner Hagerty. The June warrant was unanimously approved.

Treasurer Bob Snow reported that the July warrant was reviewed favorably and recommended the Commission's authorization for adoption.

Vote: There was a motion by Commissioner Snow and second by Commissioner Murphey. The July warrant was unanimously approved.

Treasurer Bob Snow reported that the August warrant was reviewed favorably and recommended the Commission's authorization for adoption.

Vote: There was a motion by Commissioner Snow and second by Commissioner Hagerty. The August warrant was unanimously approved.

5. Chairman's Report

Chairman Robert Lavoie reported on the following activities since the last meeting in May.

- How the Region has fared over the last 10 years from the economic recession was the focus at this year's Regional Planning Day event held on June 23rd at Northern Essex Community College in Haverhill. MVPC Executive Director, Dennis DiZoglio, provided an overview on the "State of the Region" for the 75 people who attended. The morning event began with MVPC Chairman Rick Byers introducing the keynote speaker Secretary Jay Ash from the Executive Office of Housing and Economic Development (EOHED). The Secretary commented on Governor Baker's Municipal Modernization Legislation, which has been subsequently passed by the legislature and the Economic Development Bill filed by the Governor, which was also approved at the end of the legislative session. Following Dennis's comments, the MVPC Program Managers discussed how the programs they manage could help the Valley address the many issues it faces. Complete presentations can be found on the MVPC's website.
- We have had 2 resignations from the Commission. Rick Byers from North Andover has resigned and will be applying for the Executive Director's position. This resignation was recommended by the State Ethics Commission for him to be considered. Also resigning is long time member Bob O'Hanley from Groveland. After 22 years on the Board of Health and the Planning Board Bob has announced his retirement.

6. Executive Director's Hiring Committee

As Chair of the Executive Director's Hiring Committee, Robert Lavoie, reported that the Executive Director's Hiring Committee activities since the last meeting.

- The Committee met several times over the summer, and met last on Thursday 8/11/16. Committee meetings have been well attended, facilitated by conference calling for those who cannot join us in Haverhill for our meetings. Early on, it was determined that the 5 commissioners will be joined by 2 staff members, Jerrard Whitten and Jenifer Dunlap, who together would share one vote when the Committee had items that needed voting on.
- As recommended by the Committee, Bernie Lynch of the Community Paradigm consultants was hired by MVPC to assist the Committee. Mr. Lynch met several times with the staff (I attended the 1st staff meeting), and Mr. Lynch and I attended a Meeting of the Merrimack Valley Mayors/Managers Coalition following which Mr. Lynch arranged one-on-one meetings and calls with those who were available to help us work on the "Profile of the ideal candidate for MPC Executive Director".
- Mr. Lynch prepared a draft Ad and a draft Profile which the committee reviewed. At its 8/11/16 meeting, the Committee reviewed the revised Profile with Mr. Lynch, and everyone was very pleased with the revisions he had made.
- The Committee determined that the date by which resumes would be due into MVPC, would be Wednesday September 21, 2016. This would allow approximately 30 days for the ad to be posted; since it is extremely likely that our new Executive Director will have a start date of 1/1/17, the Committee

believed that beginning interviews in October, and having the hiring accomplished in November would still allow the successful applicant to give his/her current employer 30 days' notice.

- The Committee also made a determination that interviews would begin the week of October 10, (though obviously not on the Monday holiday nor on Tuesday, October 11).
- Resumes submitted to MVPC will be forwarded to all Committee members, as well as to Bernie Lynch and Nancy Lavallee. Nancy will log in the resumes on the master chart/matrix, and Nancy will reply to each applicant confirming receipt of resume and advising applicants that they should feel free to deal directly with Bernie Lynch on any questions
- Mr. Lynch took care of posting the Ad with MMA, and with the traditional planning websites, and will coordinate with MVPC Staff to get it out on the MARPA webpage. The Committee decided not to bother with any type of newspaper advertisements, on the theory if applicants aren't looking on the professional websites for jobs of this type, we probably wouldn't want them.
- To date, a good number of resumes have been received.

7. Director's Report

MVPC's Executive Director Dennis DiZoglioreported on the following MVPC activities since the last meeting in May.

Meetings with Community Leaders

- Attended the MARPA monthly meetings on May 27th, June 17th, July 15th and August 19th.
- On June 20th attended the MPO meeting and represented MVPC.
- Attended the WIB Planning Committee meeting on June 21st and the quarterly board meeting on June 28th. I was the keynote speaker for the meeting and updated the WIB on the "State of the Region".
- On June 23rd we held the annual Regional Planning Day event at NECC.
- On June 29th and July 18th I met with Derek Mitchell from the Lawrence Partnership regarding MVPC assistance in advancing some of the objective of the Partnership.
- On July 27th Mike, Joe and I met with Solsmart representatives regarding potential designations for the Region's Communities.
- On September 14th I met with Mayor Fiorentini from Haverhill along with other leaders regarding development along Merrimac Street in downtown Haverhill.
- On September 15th I participated in the Economic Development Roundtable discussion.

New Economic Development Planner

- MVPC recently hired Angela Vincent, AICP to fill the position of Economic Development Planner. Angela replaces Heidi Murphy who left to become the Town Planner in Georgetown. Angela comes to MVPC with over 15 years' experience in comprehensive planning and community engagement in both the public and private sector. Most recently, Angela was a Senior Resiliency Planner and a Senior Sustainability Manager with the BSC Group and with VHB, respectively. Angela's broad range of experience includes developing Master Plans, writing and managing federal and state grants, coordinating regional efforts to identify inter-municipal services, organizing and facilitating workshops, and developing social media strategic plans. Angela is also very active in the American Planning Association (APA), currently serving as President of the Massachusetts Association of Planning Directors and as Chair of the 2016 SNEAPA Conference.

Merrimack Valley Mayors & Managers Coalition (MVMMC)

- We held a June DPW meeting and discussed the MS4 permit issued in April. It was agreed to invite EPA representatives to the September meeting for a Q & A. On September 7th we held the DPW meeting and Newton Tedder from EPA was the guest speaker.
- The Merrimack Valley Mayors and Managers Coalition meeting was held on June 30th. The agenda for the meeting focused on updating the Coalition on MVPC's effort to fill the Executive Director position. Vice Chair Bob Lavoie and Bernie Lynch, Community Paradigm Associates, Search Consultant for MVPC brief the Coalition, the Mayors and Managers also heard from Dan Knapik, Director Green Communities; Judith Judson, Commissioner, Department of Energy Resources and

Joanne Bissetta Green Communities Regional Coordinator. The meeting ended with a discussion with Brent Beckett, from Brand1 the Marketing Consultant selected to help the region develop a tag line and marketing plan for the Merrimack Valley. At the next meeting the Coalition will hear about the progress on the regional branding effort, textile recycling and SolSmart designation for communities.

- Ameresco, the region's ESCO provider has completed projects in Merrimac, North Andover, Salisbury and Lawrence. Methuen and Haverhill are under construction.
- Haverhill has selected a firm for electric aggregation and will be purchasing electricity for the community through 2016, Newburyport has their approved order from DPU and is eligible to seek competitive bids, Methuen has entered into a contract with Trans-Canada to purchase electricity for 2 years, and North Andover passed Town Meeting on May 10, 2016. Aggregation Plan has been posted for public review/comment [8/23-9/13]. Next steps: (1) sign Consultant Agreement and (2) Board of Selectmen vote on the Plan. Andover requires town Meeting vote. Salisbury filed for a DPU public hearing on 2/12/2016 and is waiting for pending order. Amesbury City Council passed public aggregator language on June 14, 2016. Next steps: (1) sign Consultant Agreement and (2) post Aggregation Plan for public review/comment. Preliminary meetings have been held in Lawrence and Newbury.

Massachusetts State Employees' Retirement System

- 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. MARPA has appointed the Executive Director of CMRPC to represent them on the committee required in the 2016 budget to resolve this issue. Still waiting for the meeting to be called by ANF. The Legislature has extended the report date for this working group to November of 2016. We did receive a status letter from the retirement board notifying us that additional reimbursement payments have been accumulating but deferred any payments until it can be address "in a mutually agreeable manner".

8. Contracts

Grant Contracts

- A Contract with EPA for the expansion of our Brownfield RLF for \$984,000
- A Contract with CZM to continue our work coordinating the Eight Towns and the Great Marsh Coalition work for \$60,750.
- A Contract with EDA to support our Economic Development District designation for \$70,000.
- A Contract with MassDOT 3C Planning for \$2,978,855 (10/1/2016 – 9/30/2020)
- A Contract with DOER to provide technical assistance for Green Communities designation reporting for West Newbury and North Andover for \$12,500.

Vote: Commissioner Hagerty made a motion to authorize and approve the above-mentioned grant contracts as presented. Commissioner Snow seconded the motion. The grant contracts were unanimously approved.

Contracts

- The 2016 parcel-mapping contract with the City of Lawrence for \$3,300. As well as the contract renewal of their MIMAP service for \$2,000.
- The North Andover parcel mapping update contract for \$3,500. As well as the North Andover MIMAP annual subscription for \$1,500.
- The Newbury's parcel mapping and MIMAP contract for a total of \$4,500. This contract covers their annual MIMAP subscription and annual parcel update.
- A contract with the Town of Newbury to develop a mobile application to assist them in inventorying and maintaining the Town's stormwater infrastructure for \$2500.
- A contract with the City of Newburyport to develop a new mobile application to support management of their sewer system on the mainland and ongoing operation of the Plum Island mobile application for sewer management - \$5,300.
- The Amesbury's MIMAP subscription contract for \$2,000.
- The Merrimac's MIMAP contract renewal for \$1,500.

- The West Newbury contract for their annual parcel mapping and operation of MIMAP for \$4,000.
- The Methuen contract for the operation of their public and in-house MIMAP applications for \$4,000.
- The Salisbury MIMAP contract renewal for \$1,500.
- The Groveland MIMAP contract renewal for \$1,500.
- The Georgetown MIMAP contract renewal for public and in-house deployments for \$3,000.

Vote: Commissioner Murphy made a motion to authorize and approve the above-mentioned contracts as presented. Commissioner Snow seconded the motion. The contracts were unanimously approved.

9. Comprehensive Planning Update

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

ECONOMIC DEVELOPMENT PLANNER: MVPC recently hired Angela Vincent, AICP to fill the position of Economic Development Planner. Angela replaces Heidi Murphy who left to become the Town Planner in Georgetown.

Angela comes to MVPC with over 15 years' experience in comprehensive planning and community engagement in both the public and private sector. Most recently, Angela was a Senior Resiliency Planner and a Senior Sustainability Manager with the BSC Group and with VHB, respectively.

Angela's broad range of experience includes developing Master Plans, writing and managing federal and state grants, coordinating regional efforts to identify inter-municipal services, organizing and facilitating workshops, and developing social media strategic plans.

Angela is also very active in the American Planning Association (APA), currently serving as President of the Massachusetts Association of Planning Directors and as Chair of the 2016 SNEAPA Conference. MVPC welcomes Angela to our staff. You will be able to reach her at 978-374-0519, extension 28, or at AVincent@mvpc.org

COMMUNITY COMPACT CABINET: One of the Governor's first initiatives was creation of the "Community Compact Cabinet" which is designed to elevate the Administration's partnerships with cities and towns, and allows the Governor's Office to work more closely with municipal leaders. The Cabinet champions municipal interests across all executive secretariats and agencies, and develops in consultation with cities and towns, mutual standards and best practices for both the state and municipalities. The creation of Community Compacts creates clear standards, expectations and accountability for both partners.

In our region, 11 municipalities have signed "community compacts". Two communities, Lawrence and Newburyport have community compact reports completed for "best practices" in the field of financial forecasting. MVPC is currently (or in the coming months) working with Salisbury on Comprehensive Water Resources Management; Georgetown on Complete Streets bylaw; and with the MVMMC on job creation and retention.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs): On June 1st, MVPC submitted the CEDs annual update to the U.S. Economic Development Administration. The update highlights initiatives from the past year to support the Commission-approved five-year CEDs such as our Valley Support Team, continued regional Brownfields assistance, continuing and improving our Merrimack Valley Means Business marketing effort, and analyzing new Census data from the latest American Community Survey. The updated Strategy has been approved by EDA.

EDA PARTNERSHIP PLANNING APPLICATION: On June 14, we submitted our annual EDA Partnership Planning Grant application. This application was for a new three-year cycle and the funds are

used to fund the Economic Development Planner's position whose primary responsibility is to develop and implement the CEDS. On September 8th we received notification of the award.

MASSWORKS REVIEW: Seven of our communities applied for MassWorks Street and Roadway improvement funds. As in the past four years, MVPC will review the applications and comment on the proposed use of the MassWorks funds.

Communities applying include:

Andover - \$6,000,000 for Dascomb Road Improvements

Haverhill - \$9,480,000 for infrastructure support for the Merrimack Street Transformative Development project

Lawrence - \$5,950,000 for improvements to western section of Merrimac Street

Merrimac - \$500,000 to replace existing failing culverts on Bear Hill Road

Newburyport - \$880,000 for public safety improvements in the smart growth 40R district

North Andover - for infrastructure improvements along the Main Street corridor

Salisbury - for sewer and sewer pump stations on Route 1

DLTA: The July 15, 2016 DLTA Legislative Report is in your packet. Please let me know if you have any comments or questions.

CITIZEN PLANNER TRAINING COLLABORATIVE, 2016: On October 24 MVPC will host a CPTC workshop titled - "**Reading a Subdivision Plan**". This course explains how topography, roads, lot lines, wetlands, drainage and utilities, etc. are delineated on a plan. The workshop will aid board members with the decision-making and negotiating process. On November 28 MVPC will host "**Creating Master Plans**". In this course local officials will learn why and how to prepare, adopt, and implement the master or comprehensive plan described in MGL Chapter 41, Section D. This session will identify the sections of a master plan and specific steps by which the plan will be carried out.

REGIONAL PLANNING DAY: On June 23, "MVPC held Regional Planning Day. The topic for the event was "The State of the Region in 2016". Jay Ash, Secretary of the Department of Housing and Economic Development was the guest speaker. He was followed by Dennis DiZoglio and MVPC's Program Managers explaining how our region has fared since the start of the recession in 2008, the challenges we still face, and the opportunities we have to address these challenges.

MEETINGS

- May 27 - Gina Park - Salisbury Planning Board – Salisbury zoning issues
- June 14 - Marketing Consultant interviews for MVMB
- June 23 - Regional Planning Day
- June 28 - Bill Scott, Amesbury Planning Director
- June 6 - Bernie Lynch - ED search consultant
- July 19 - Development of Workforce Housing - a workshop with MAPC
- July 27 - Andre Leroux, Larry Field - MA Smart Growth Alliance – Zoning Reform
- August 29 - Cherry Tree Group - Real Estate Service Company – Tax credits
- September 8 - WoodSpring Suites Hotel – regional analysis for hotel development
- September 15 - Marketing Roundtable

MVPC's Angela Vincent briefly updated the Commissioners on the updates to the MVMB.biz website including developing a marketing brand to encompass economic development in the region. She added that there is a Marketing Round Table meeting at the MVPC offices on September 15 and asked the Commissioners to feel free to contact her with any comments they may have and she will present at the meeting.

10. Environmental Program Update

MVPC's Environmental Program Manager, Joe Cosgrove, reported on activities since the last meeting in May.

Region Multi-Hazard Mitigation Plan Update:

- During June and July, the 14 participating communities formally adopted the Regional Multi-Hazard Mitigation Plan. The plan, posted on the MVPC website and available for download, is valid through May 2021. It is a prerequisite for city/town eligibility to apply for FEMA hazard mitigation discretionary grants.
- Mass OTA in early September announced availability of grant funding for RPAs to partner with OTA in conducting chemical safety and climate change resiliency training for local authorities. We are preparing grant application for \$10,000 to be submitted by the Sept. 30th deadline.

Brownfields Program:

- MVPC was awarded an \$820,000 Brownfields Revolving Loan Fund grant to offer 80% project cost financing for remediation of Brownfield sites. Marketing target area for the program are Gateway cities of Lawrence, Haverhill and Methuen, but all communities in the MVPC region are able to participate with eligible sites. The Town of Merrimac received a \$530,000 cleanup grant from EPA for long-planned remediation at the Coastal Metals site in the town's village center; The MVPC Brownfields Revolving Loan Fund may provide the project gap financing to prepare the site for disposition and housing development.
- MVPC's Brownfield Assessment program is nearing closeout this quarter with final project being Phase I Assessment at the former Ornstein Heel property in Haverhill. Remediation plan work is also underway for City of Newburyport/Redevelopment Authority focused on downtown waterfront parking parcels and for Coastal Metals, Merrimac with RLF funding.
- MVPC is also a partner in the MassDEP successful proposal for Brownfields Assessment funding targeted to the Lawrence area. The \$400,000 Assessment grant award from the EPA to MassDEP will be used to conduct environmental testing at sites in preparation for cleanup and redevelopment.
- Joe Cosgrove gave panel presentation in August 11th Amesbury Chamber of Commerce/City forum on Brownfields redevelopment financing.

Green Communities:

- Earlier this summer, MVPC submitted funding applications to the Mass. Dept. of Energy Resources for technical assistance grants on behalf of West Newbury and North Andover. Grant totaling \$12,500 was awarded this week and will be used to conduct performance reporting/project development assistance for West Newbury (\$5,000) and to complete 5-year energy baseline plan for North Andover (\$7,500).

Stormwater Collaborative:

- MV DPW Stormwater Collaborative met Sept. 7th with Newton Tedder of EPA to discuss MS4 permit requirements scheduled to go into effect July 1st, 2017. Next meeting of Collaborative is set for Oct. 5th and will include best practices discussion with representatives of the New England Environmental Finance Center and demonstration by MVPC GIS Technology staff of mobile stormwater infrastructure app in development for the Town of Newbury.

MDPH/Mass. Association of Health Boards Mini-Grants:

- Methuen Downtown Walkability Assessment project completed with final report issued in July including strategy recommendations for prioritizing pedestrian environment improvements within Methuen's planned 40R district.

- Community workshop on Rapid Health Impact Assessment pilot project of Newburyport Route 1 rotary redesign alternatives was held June 16th. Assessment work is informing planned improvement for which City is seeking capital funding.

Upcoming Events:

- MassBays Management Committee meeting @ 100 Cambridge St., Boston – Sept. 15th
- Peer meeting of Conservation Administrators @ MVPC—Sept. 20th
- Regional planners quarterly meeting @ MVPC – Sept. 21st
- Lawrence Making a Visible Difference Stakeholders meeting @ Lawrence Heritage State Park---Sept. 22nd.
- Northeast Coastal Coalition meeting @ Ipswich Town Hall – Sept. 23rd
- State Stormwater Coalition meeting @ MassDEP office, Worcester – Sept. 27th.

11. Transportation Report Update

Mr. Komornick briefly touched upon some of the following tasks and activities that have been completed or undertaken by transportation staff since the last Commission meeting in May.

Merrimack Valley MPO (MVMPO)

The MVMPO met on June 20th and on August 1st. Key actions taken at these meetings were the release for public review and the subsequent adoption of the **MPO's FFYs 2017-2021 TIP, FFY 2017 UPWP, and amendments to its FFYs 2016-2019 TIP** (included in packet). Public Hearings on these documents were held at the MVPC Offices on July 13th.

Related to the MVMPO, USDOT in June released a **Notice for Proposed Rulemaking** (NPRM) that would significantly affect how many of the larger MPOs around the country would be defined and function. MVPC staff submitted a letter from the MVMPO to USDOT commenting on the NPRM along with a letter that was signed by the region's mayors and managers (both included in packet).

Mr. Komornick and Ms. Dunlap prepared all materials requested by MassDOT for our upcoming **four-year PL planning contract** with the Department.

Studies

Mr. Komornick and Ms. Goodrich are continuing work on assessing the potential for implementing transit service in the **MA-114 and MA-133 Corridors**.

Mr. Komornick, Mr. Cosgrove and Ms. Goodrich worked with Barry Keppard of MAPC to hold a **Health Impact Assessment** for the redesign of the **US-1 Rotary in Newburyport**. This event was held on June 16th.

Mr. Terlizzi and Mr. Komornick provided assistance to the **City of Newburyport** in developing a **MassWorks application** to construct bicycle and pedestrian improvements along Route 1 and at State Street in the vicinity of the Rotary.

Staff collected additional traffic volume and vehicle turning movement count information along Route 1 in Newburyport from Low Street north to the Salisbury Town Line.

Mr. Terlizzi continued to analyze traffic volume and vehicle crash data for the **River Street/Lowell Avenue Traffic Study in Haverhill**, the **Merrimack Street/I-495 Traffic Study in Methuen**, and the **Parker Street/Market Street-Parker Street/Merrimack Street Traffic Study in Lawrence**.

Mr. Komornick attended the August 24th **Newbury Master Plan Committee** meeting.

Other

Mr. Komornick and Ms. Goodrich met with the **Salisbury** Town Planner and DPW Director at Town Hall on June 1st to discuss MVPC involvement in developing the Town's **Complete Streets Program**.

Mr. Komornick presented information to the **Methuen City Council** on June 6th regarding the implementation of a **Heavy Commercial Vehicle Exclusion on Wheeler Street and Bradford Street**.

Staff participated in **MVPC's Regional Planning Day**, which was held at the Northern Essex Community College Campus in Haverhill on June 23rd.

Ms. Goodrich and Mr. Cosgrove prepared **Downtown Methuen Walkability Assessment** report.

Mr. Komornick attended the **Performance Management Subcommittee** meeting that was held at the Office of Transportation Planning Offices in Boston on July 6th.

Ms. Goodrich made a presentation to the **Massachusetts Bicycle and Pedestrian Advisory Board** on July 20th in Newburyport.

Mr. Komornick and Ms. Goodrich provided assistance to the City of Lawrence in their efforts to implement the Manchester and Lawrence Branch Rail Trail project.

Ms. Goodrich continued to work with Lawrence's Mayor's Health Task Force in preparing for and conducting the City's Ciclovía events, which were held on August 7th and August 21st. As part of that effort, Ms. Goodrich and Ms. Vilma Lora of Lawrence appeared on **WHDH's 'Urban Update'** television program to discuss the upcoming Ciclovía events.

Mr. Komornick attended a field demonstration of **bicycle and pedestrian traffic counting equipment** that took place along the Newburyport Rail Trail on July 15th.

Ms. Goodrich spearheaded a comprehensive update of the structure and content of the Transportation pages on **MVPC's website**.

Danny Ovalle continued to collect 48-hour traffic counts throughout the Valley.

Mr. Terlizzi also updated the region's CarteGraph database with new **pavement condition information**.

Mr. Komornick and Ms. Beninati are working on updating the MVMPO's **Congestion Management Process**.

Ms. Beninati is also working to complete updated **Greenhouse Gas emissions analyses** for all highway and transit projects that appear in the MVMPO's upcoming FFYs 2017-2021 TIP.

Mr. Whitten, Mr. Lopez and Ms. Quinlan worked with transportation staff to complete the following tasks:

- Completed MVPC Transportation Trails Editor/Viewer for use by Transportation staff;
- Revised Newbury Master Plan Transportation Map;
- Prepared maps showing locations of projects appearing in the Draft FFYs 2017-2021 TIP;
- Continued development of MVPC Transportation Viewer using Geocortex engine (added buffer analysis capability);
- Completed "story map" concept for park and ride facilities;
- Assembled all local road files into comprehensive file and provided to MassDOT;
- Created West Newbury trail map (also a component of open space mapping project), and
- Integrated traffic counts into Transportation Viewer.

Technical Assistance

Mr. Terlizzi assisted the **Town of West Newbury** by examining the feasibility of instituting four-way Stop sign control at the intersection of **Crane Neck Road and Georgetown Road**.

Mr. Komornick assisted the **Haverhill Police Department** in evaluating potential locations for a **crosswalk on Washington Street**.

Other Meetings and Outreach Efforts

- **Merrimack Valley Regional Coordinating Council (MVRCC):** MVPC hosted the June 9th meeting. Mr. Fontanella also provided voiceover for and appeared in travel training video that was shown on Amesbury Community Television.
- **Haverhill, Newburyport Traffic and Safety Committees:** Mr. Komornick attended the June 9th, August 11th, and September 7th meetings of the Newburyport Traffic and Safety Committee and the June 1st meeting of the Haverhill Traffic and Safety Committee.
- **Smart Growth Conference:** Ms. Goodrich attended the event that was held at the DCU Center in Worcester on June 2nd.

Upcoming Meetings

- Newbury Master Plan Transportation Subcommittee: – TBD
- DPW Directors: October 5th– 8:30 a.m. @ MVPC Office
- MVRTA Advisory Board: September 29th – 9:30 a.m. @ MVRTA Offices, Haverhill
- MARPA Transportation Program Managers Group: October 11th - 10:00 a.m. @ Worcester Union Station, Two Washington Sq.

12. Local and Regional Issues

MVPC's Joe Cosgrove noted the following:

- The Spicket River Cleanup is this weekend if anyone would like to volunteer their time.

13. Other – None

14. Adjourn

There was a motion and a second to adjourn. Meeting adjourned at 8:45pm.

I hereby certify that these minutes are an accurate account of the Merrimack Valley Planning Commission meeting held on September 15, 2016.

Ed Ramsdell, Secretary