



BRPC

Berkshire Regional Planning Commission

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MINUTES OF THE Berkshire Metropolitan Planning Organization (MPO)
Tuesday, February 23, 2021
Meeting Held Via Zoom Video Communications

MPO Representatives/Alternates Present:

Stephen Woelfel	MassDOT (Representing Secretary Jamey Tesler)
John Boyle	North Central Towns Representative
Zac Feury	City of North Adams
Kyle Hanlon	BRPC Chair
Andy Hogeland	Town of Williamstown
Jim Huebner	Southeast Towns Representative
Francesca Hemming	MassDOT District 1 (Representing Highway Administrator Gulliver)
Sheila Irving	Chair of BRTA
Jim Lovejoy	Southwest Towns Representative

Others Present:

Eammon Coughlin	BRPC
Peter Frieri	MassDOT District 1
Justin Gilmore	BRPC
Anuja Koirala	BRPC
Derek Krevat	MassDOT OTP
Clete Kus	BRPC
Tom Matuszko	BRPC
Mark Moore	MassDOT District 1
Bryan Pounds	MassDOT OTP
Andrew Reovan	FHWA
Steve Savaria	Fuss & O'Neill
Sarah Vallieres	BRTA

I. Introductions

Mr. Woelfel called the meeting to order at 4:00 p.m. Meeting attendees introduced themselves via a roll call conducted by Mr. Kus.

II. Opportunity for Public Comment

There were no public comments.

III. Approval of the Meeting Minutes from January 26, 2021 (Action Item)

ACTION: Motion by Mr. Hanlon, seconded by Mr. Huebner to approve the meeting minutes from the January 26th, 2021 MPO meeting.

Mr. Kus conducted a roll call:

Steve Woelfel – Yea
Francisca Hemming – Yea
Kyle Hanlon – Yea
Sheila Irving – Yea
Zac Feury – Abstain

Andy Hogeland – Yea
John Boyle – Yea
Jim Huebner – Yea
Jim Lovejoy – Yea

VOICE VOTE: Motion carried unanimously. Mr. Feury abstained from voting.

IV. Approval of an amendment (2nd amendment) to the 2021-2025 Transportation Improvement Program and authorize the Chairman to sign the certifications on behalf of the MPO members (Action Item)

Ms. Koirala explained that after the last MPO meeting, both the Highway and Transit amendments for the 2021-2025 TIP were released for a public comment period. Currently, the Highway amendment is still undergoing changes, and will therefore be tabled for this meeting. Two projects were included in the Transit amendment and both utilize 5339 discretionary funding received by BRTA. No public comments have been received to date regarding the Transit amendment.

ACTION: Motion by Mr. Lovejoy, seconded by Mr. Huebner to table the Highway amendment and approve the Transit amendment.

Mr. Kus conducted a roll call:
Steve Woelfel – Yea
Francisca Hemming – Yea
Kyle Hanlon – Yea
Sheila Irving – Yea
Zac Feury – Yea
Andy Hogeland – Yea
John Boyle – Yea
Jim Huebner – Yea
Jim Lovejoy – Yea

VOICE VOTE: Motion carried unanimously.

V. Approve an amendment to the 2021 Unified Planning Work Program and authorize the Chairman to sign the certifications on behalf of the MPO members (Action Item)

Mr. Kus proceeded to recap the [1st amendment to the 2020 UPWP](#). This amendment reallocates \$22,500 from the Berkshire Flyer Marketing and Implementation task (task 3.9) to the Climate Change task (task 3.6). Since the start of the federal fiscal year, virtually no work has occurred on task 3.9 by staff. Work efforts associated with climate change has been more significant to date, and therefore warrants reallocation.

ACTION: Motion by Mr. Huebner, seconded by Mr. Hanlon to approve the amendment and authorize chairman to sign certifications on behalf of MPO members.

Mr. Kus conducted a roll call:
Steve Woelfel – Yea
Francisca Hemming – Yea
Kyle Hanlon – Yea
Sheila Irving – Yea
Zac Feury – Yea
Andy Hogeland – Yea
John Boyle – Yea
Jim Huebner – Yea

Jim Lovejoy – Yea

VOICE VOTE: Motion carried unanimously.

VI. Discussion on the project evaluations for the 2022-2026 Transportation Improvement Program

Ms. Koirala proceeded to update MPO members on the development of the 2022-2026 TIP – with the new cycle beginning this past January. Ms. Koirala directed MPO members to the FFY 2022-2026 TIP Schedule handout ([here](#)). Ms. Koirala proceeded to review and discuss the TIP project evaluation sheet, which shows how individual projects scored based on the evaluation criteria and the year the project will be programmed based on the MassDOT TIP Readiness Day comments ([here](#)). Ms. Koirala stated that the project description handout ([here](#)) discusses the basis of the evaluation and corresponding score for each project.

Ms. Koirala proceeded to outline Bike and Pedestrian projects under design ([here](#)), reviewing cost and the projected program year.

Ms. Koirala proceeded to direct MPO members to the TIP development handout ([here](#)) – outlining the regional targets received for the Berkshire MPO. The regional targets are as follows:

- FFY 2022: \$8,388,033
- FFY 2023: \$9,031,063
- FFY 2024: \$9,149,430
- FFY 2025: \$8,935,836
- FFY 2026: \$8,703,789

Project costs continue to increase year over year, and the table contained in the TIP development handout outlines each project, the project cost for each FFY in the TIP (with a built-in 4% increase year over year), and expected program year. At the next meeting, Ms. Koirala will present various TIP scenarios for MPO members to review and discuss.

VII. Status Reports from Member Agencies

Mr. Frieri provided MPO members a status report of District One project updates. All updates are outlined in the District One Project Update handout sheet ([here](#)).

VIII. Other Business

Mr. Kus mentioned an upcoming Transportation Climate Initiative (TCI) webinar that will take place on March 1st, 2021 at 1:00 p.m. Mr. Kus highly encouraged MPO members to attend the webinar.

Mr. Woelfel mentioned that the MassDOT Innovation conference will occur on May 25th, 26th, and 27th from 8:00 a.m. to 1:00 p.m. those three days. It will be fully virtual.

There was no other business.

IX. Next Meeting Date – March 23, 2021

The next Berkshire MPO meeting date is March 23, 2021.

ACTION: Mr. Lovejoy motioned to adjourn, seconded by Mr. Hanlon. Mr. Woelfel adjourned the meeting at 4:35 p.m.

Materials Distributed:

- [Meeting Agenda](#)
- [BMPO January 26, 2021 Draft Meeting Minutes](#)
- [BMPO FFY 2021-2025 TIP 2nd Amendment](#)
- [BMPO FFY 2021-2025 TIP 2nd Amendment Transit](#)
- [FFY 2021 UPWP 1st Amendment Funding Profile](#)
- [FFY 2021 UPWP 1st Amendment Pages](#)
- [BMPO FFY 2022-2026 TIP Projects Evaluation Score Sheet](#)
- [BMPO FFY 2022-2026 Bike-Ped Projects Evaluation Score Sheet](#)
- [BMPO 2022-2026 TIP Project Descriptions Sheet](#)
- [BMPO 2022-2026 TIP Development](#)
- [BMPO 2022-2026 TIP Development Schedule](#)
- [MassDOT District 1 TIP Project Updates](#)