

MPO Meeting Minutes

Draft Memorandum for the Record

Boston Region Metropolitan Planning Organization Meeting

May 6, 2021 Meeting

10:00 AM–12:15 PM, Zoom Video Conferencing Platform

David Mohler, Chair, representing Jamey Tesler, Acting Secretary of Transportation and Chief Executive Officer of the Massachusetts Department of Transportation (MassDOT).

Decisions

The Boston Region Metropolitan Planning Organization (MPO) agreed to the following:

- Approve the minutes of the meeting of March 18, 2021
- Release Amendment Six to the Federal Fiscal Years (FFY) 2021–25 Transportation Improvement Program (TIP) for 21-day public review period
- Release FFYs 2022–26 TIP for 21-day public review period
- Approve the work program for the Massachusetts Bay Transportation Authority (MBTA) State Fiscal Year (SFY) 2022 National Transit Database (NTD)

Meeting Agenda

1. Introductions

See attendance on pages 8–10.

2. Chair’s Report—*David Mohler, MassDOT*

There was none.

3. Executive Director’s Report—*Tegin Teich, Executive Director, Central Transportation Planning Staff (CTPS)*

T. Teich provided an update on recent MPO staff outreach events, including the Transit Working Group meeting and the MPO-funded discrete study *Central Business District Part Two*. She introduced the new Director of Projects and Partnerships at CTPS, Rebecca Morgan.

4. Public Comments

Julie DeMauro (City of Revere) provided an update on project #611999 (Revere-Saugus—Roadway Widening on Route 1 North [Phase 2]).

5. Committee Chairs' Reports—Benjamin Muller, MassDOT, Chair, Unified Planning Work Program (UPWP) Committee

B. Muller stated that the committee will meet directly after the MPO meeting to discuss FFY 2022 studies.

6. Regional Transportation Advisory Council Report—Lenard Diggins, Chair, Regional Transportation Advisory Council

L. Diggins announced that Ariel Patterson and Sandy Johnston (MPO staff) will speak at the next Advisory Council meeting on May 12, 2021. On June 9, 2021, the Advisory Council will host Boston University PhD student Matthew Raifman.

**7. Action Item: Approval of March 18, 2021, MPO Meeting Minutes
Vote**

A motion to approve the minutes of the meeting of March 18, 2021, was made by the Metropolitan Area Planning Council (MAPC) (Eric Bourassa) and seconded by the North Suburban Planning Council (City of Woburn) (Tina Cassidy). The motion carried.

8. Action Item: FFYs 2021–25 TIP Amendment Six—Matt Genova, MPO Staff

Documents posted to the MPO meeting calendar

1. [TIP Amendment Six Simplified Table](#)

Amendment Six makes changes to four projects in FFY 2021, three projects in the Highway Element, and one adds one project in the Transit Element. Detailed information about the TIP changes can be obtained from materials posted to the [MPO meeting calendar](#). M. Genova stated that the 21-day public review period would begin May 10th if approved by the MPO board.

Discussion

There was none.

Vote

A motion to release Amendment Six to the FFYs 2021–25 TIP for 21-day public review period was made by MAPC (E. Bourassa) and seconded by the At-Large Town (Town of Arlington) (Daniel Amstutz). The motion carried.

9. Action Item: FFYs 2022–26 TIP—Matt Genova, MPO Staff

Documents posted to the MPO meeting calendar

1. [FFYs 2022–26 TIP](#)

M. Genova summarized the proposed FFYs 2022–26 TIP, including cost changes, project readiness details, Community Connections projects, regional distribution of target funds, and formation of a TIP policy subcommittee. The proposed programming scenario reflects the board’s decision to allocate nearly all of its available funding in FFYs 2022 through 2025 and to leave approximately \$20.5 million in regional target funds unallocated to specific projects, with most of this funding available in FFY 2026. The use of that funding will be discussed in future TIP cycles. The proposed FFYs 2022–26 TIP includes MassDOT’s highway programming and regional transit programming (MBTA, Cape Ann Transportation Authority [CATA], MetroWest Regional Transit Authority [MWRTA]). The full document is posted to the [MPO meeting calendar](#).

Discussion

There was none.

Vote

A motion to release the FFYs 2022–26 TIP for 21-day public review period was made by MAPC (E. Bourassa) and seconded by the City of Boston (Boston Transportation Department) (Tom Kadzis). The motion carried.

10.Action Item: Work Program, MBTA SFY 2022 National Transit Database (NTD)—Bradley Putnam, MPO Staff

Documents posted to the MPO meeting calendar

1. [Work Program—MBTA SFY 2022 National Transit Database \(NTD\)](#)

B. Putnam stated that the project would develop estimates of passenger-miles traveled and unlinked passenger trips for MBTA’s directly operated transportation modes: bus, rapid bus, trackless trolley, heavy rail, and light rail, and purchased service bus. MPO staff would collect and analyze data about transit ridership for the MBTA to help the agency make their federally required annual submission to the NTD. The duration of the project is 18 months with a total estimated cost of \$127,288 using non-MPO funding.

Discussion

Brian Kane asked about the methodology of passenger counts and requested documentation of the process of how NTD data is collected. B. Putnam said that the work scope for CTPS focuses on one aspect of NTD work and that several other entities contribute to it.

Jillian Linnell (MBTA) stated that she will also document the process of how NTD data is collected.

L. Diggins asked about using camera technology for data collection. B. Putnam stated that there are some difficulties using cameras and it is preferable to count passengers with person counters.

Vote

A motion to approve the work program for the MBTA SFY 2022 NTD was made by the MBTA Advisory Board (B. Kane) and seconded by MAPC (E. Bourassa). The motion carried.

11. Discussion: Update on *MetroCommon 2050*—Emily Torres-Cullinane, MAPC Staff, Eric Bourassa, MAPC Staff, and Anne McGahan, MPO Staff

E. Torres-Cullinane stated that MAPC staff is drafting policy recommendations to reach the region's goals outlined in *MetroCommon 2050*, Greater Boston's next regional long-range plan. The policy recommendations are composed of a series of strategies and actions. MAPC staff is seeking comments and feedback from the public on the proposed recommendations via a survey located on the [MetroCommon 2050 website](#).

E. Bourassa asked for feedback on the proposed recommendations so MAPC staff can make changes to the draft document over the summer and fall.

A. McGahan stated that MPO staff is coordinating with MAPC as the development of the next Long-Range Transportation Plan (LRTP), *Destination 2050*, is currently underway. MPO staff will review *MetroCommon 2050's* goals and if applicable, incorporate them into the LRTP's goals and objectives. In addition, *MetroCommon 2050's* scenarios will be reviewed as MPO staff begins its scenario planning process.

A. McGahan also provided an update on recent MPO staff work for LRTP development, including the completed focus groups conducted as part of the MPO's *Informing the Big Ideas* study that will lay the groundwork for the MPO's scenario planning process, website improvements, and updating the Needs Assessment.

Discussion

B. Kane asked how all documents (TIP, Capital Investment Plan, State Transportation Improvement Program, *MetroCommon 2050*, LRTP) relate to each other. A. McGahan stated that all documents are reviewed when developing the LRTP. E. Bourassa stated that MAPC's policy recommendations are distinct from the MPO's, but the demographic work completed for land use assumptions are used in the LRTP. He commented on the challenge of making predictions 25 years into the future and the importance of making good 10 year predictions. A. McGahan said the demographic work will begin this

summer using new census data and working with other entities, including MAPC, other MPOs in the Commonwealth, and MassDOT.

12. Discussion: FFY 2020 Safety and Operations at MPO Selected Intersections Study—Chen-Yuan Wang, MPO Staff

Documents posted to the MPO meeting calendar

1. [Memo: FFY 2020 Safety and Operations Analyses at Selected Intersections—Medfield](#)
2. [Memo: FFY 2020 Safety and Operations Analyses at Selected Intersections—Quincy](#)

C. Wang explained the purpose of the study and described the location of the first study area in Medfield. It is the four-way signalized intersection on Route 27 (North Meadows Road) at West Street in Medfield. There are safety and operational issues at the intersection and many crashes have been recorded there. C. Wang proposed several short-term improvements for the study area. He proposed three alternatives for long-term improvements in the study area, providing conceptual plans for all of them. He conducted an intersection capacity analysis of the three long-term proposed alternatives. Details can be found in materials posted to the [MPO meeting calendar](#). C. Wang presented the recommendations to MassDOT and the Town of Medfield in September. The Town recently began the design process and is seeking funding to reconstruct the intersection.

C. Wang described the second study location of the two intersections of Adams Street at Furnace Brook Parkway and at Common Street in Quincy, stating the two intersections are both high-crash locations with safety and operational problems. C. Wang proposed short-term, low-cost improvements for the study area, including improved signage and signal upgrades, among others. He proposed four alternatives for long-term improvements along with conceptual plans and intersection capacity analysis results. The study findings were presented to MassDOT and the City of Quincy staff in February 2021. The City favors Alternatives 2 and 4 and plans to work with the Massachusetts Department of Conservation and Recreation (DCR) to advance the proposed improvements.

Discussion

L. Diggins asked if MPO staff followed up with the Town of Medfield and requested that police reports and pedestrian crashes be reflected in the appendices showing demographic information. L. Diggins said that there may be an equity issue depicted in the reports that may give municipalities more reasons to make changes to the

intersections. C. Wang said that detailed information on each crash (the when, how, and under what conditions) is available in the appendices.

L. Diggins asked what feedback is important or helpful for when staff present memorandums.

Mark Abbott (MPO Staff) replied that personal information in crash reports is protected by HIPAA (Health Insurance Portability and Accountability Act) and staff does not receive all information. He said that the feedback on appendices and new study locations is helpful.

C. Wang added information about bicycle and pedestrian crashes at both intersections.

T. Kadzis (City of Boston) suggested adding videos in TIP project evaluations as videos could be effective in providing greater context of the study areas.

Ken Miller (Federal Highway Administration) asked about DCR's ownership of roads and signals at the Quincy intersection, commenting that some sidewalks were already redone as shown in Google Maps. He asked who is responsible for implementing the proposed short-term improvements. C. Wang said he was unfamiliar with the sidewalk improvements but the city is working with DCR who can share the report. He said the city is active in obtaining ownership of some of these DCR-owned assets.

K. Miller made a recommendation for a specific short-term roadway improvement. C. Wang said he will share the recommendation with the City.

13. Discussion: Locations with High Bike and Pedestrian Crash Rates— Casey Claude, MPO Staff

Documents posted to the MPO meeting calendar

1. [Memo: Locations with High Bicycle and Pedestrian Crash Rates in Chelsea](#)
2. [Memo: Locations with High Bicycle and Pedestrian Crash Rates in Lynn](#)
3. [Memo: Locations with High Bicycle and Pedestrian Crash Rates in Malden](#)

C. Claude provided a summary of the project conducted to study bicycle and pedestrian high crash locations. Its purpose is to examine safety, mobility, and comfort issues for bicycle and pedestrians at three locations in the Boston Region MPO. She explained how data was gathered and analyzed for the selected intersections in Chelsea, Lynn, and Malden. All locations have safety and operational issues and crashes have been recorded there. Common issues shared among all intersections include safety issues, faded or missing markings, lacking bicycle facilities, pedestrian accommodations, accessibility, and roadway geometry. C. Claude proposed improvements for each of the

three intersections. Details can be found in materials posted to the [MPO meeting calendar](#).

Discussion

D. Amstutz commended her and C. Wang's work. He suggested the word "accident" be changed to "crash" on diagram maps that were presented. He asked about the proposed improvements to bike facilities in Malden and the flexible bollards in Chelsea. C. Claude explained the reasoning behind the proposed recommendations and will make modifications if need be.

K. Miller asked if the Americans with Disabilities Act (ADA) transition plans were brought up in discussions with the three selected cities. C. Claude said it did not come up, explaining that their work was to identify issues to present to the City and then the City can incorporate the results if they wish.

14. Members Items

T. Kadzis announced his resignation effective May 31st and retirement from the City of Boston after 43 years. He served on the MPO board for more than 20 years.

Jim Fitzgerald (City of Boston [Boston Planning & Development Agency]) expressed appreciation for T. Kadzis's mentorship and guidance. He, along with Tom Bent, Marie Rose (MassDOT Highway Division), K. Miller, and D. Mohler congratulated him.

15. Adjourn

A motion to adjourn was made by the City of Boston (Boston Transportation Department) (T. Kadzis) and seconded by the Inner Core Committee (City of Somerville) (T. Bent). The motion carried.

Attendance

Members

Representatives and Alternates

At-Large City (City of Everett)	Jay Monty
At-Large City (City of Newton)	David Koses
At-Large Town (Town of Arlington)	Daniel Amstutz
At-Large Town (Town of Brookline)	Todd Kirrane
City of Boston (Boston Planning & Development Agency)	Jim Fitzgerald
City of Boston (Boston Transportation Department)	Bill Conroy
	Tom Kadzis
	Ken Miller
Federal Highway Administration	
Federal Transit Administration	
Inner Core Committee (City of Somerville)	Tom Bent
Massachusetts Department of Transportation	David Mohler
MassDOT Highway Division	John Romano
	Marie Rose
Massachusetts Bay Transportation Authority (MBTA)	Jillian Linnell
Massachusetts Port Authority	Laura Gilmore
MBTA Advisory Board	Brian Kane
Metropolitan Area Planning Council	Eric Bourassa
MetroWest Regional Collaborative (City of Framingham)	Thatcher Kezer III
Minuteman Advisory Group on Interlocal Coordination (Town of Acton)	Austin Cyganiwicz
North Shore Task Force (City of Beverly)	Darlene Wynne
North Suburban Planning Council (City of Woburn)	Tina Cassidy
Regional Transportation Advisory Council	Lenard Diggins
South Shore Coalition (Town of Rockland)	Jennifer Constable
South West Advisory Planning Committee (Town of Medway)	Peter Pelletier
Three Rivers Interlocal Council (Town of Norwood/Neponset Valley Chamber of Commerce)	Tom O'Rourke

Other Attendees	Affiliation
Aleida Leza	Belmont Resident
Benjamin N.W. Muller	MassDOT
C Senior	MassDOT
Charlie Russo	Town of Sudbury Select Board
Connie Raphael	MassDOT
Emily Torres-Cullinane	MAPC
Eric Johnson	City of Framingham
Frank Tramontozzi	City of Quincy
James Fitzgerald	
Joe Blankenship	Boston Planning & Development Agency
Johannes Epke	Conservation Law Foundation
John Gonzalez	DHK Architects
Josh Klingenstein	MBTA
Joy Glynn	MWRTA
JR Frey	Hingham
Judy Lehrer Jacobs	Friends of the Blue Hills
Julie DeMauro	City of Revere
Matthew Petersen	TransitMatters
Mike Garrity	MassDOT
Owen MacDonald	Town of Weymouth
Paula Doucette	
Sarah Bradbury	MassDOT
Steven Olanoff	TRIC Alternate
Timothy Paris, P.E.	MassDOT
Todd Baldwin	Town of Saugus
Todd Blake	City of Medford

MPO Staff/Central Transportation Planning Staff

Tegin Teich, Executive Director

Anne McGahan

Annette Demchur

Ariel Patterson

Barbara Rutman

Betsy Harvey

Bradley Putnam

Casey Claude

Chen-Yuan Wang

Gina Perille

Hiral Gandhi

Jonathan Church

Kate White

Mark Abbott

Martin Milkovits

Matt Archer

Matt Genova

Michelle Scott

Paul Christner

Rebecca Morgan

Róisín Foley

Sandy Johnston

Seth Asante

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Boston Region MPO
10 Park Plaza, Suite 2150
Boston, MA 02116
civilrights@ctps.org

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857.702.3702 (voice)

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