

# Draft Memorandum for the Record

## Boston Region Metropolitan Planning Organization Unified Planning Work Program Committee Meeting Summary

### August 19, 2021, Meeting

9:00 AM–9:20 AM, Zoom Video Conferencing Platform, recording:

<https://www.youtube.com/watch?v=hzMG54MCOgM>

Benjamin Muller and Derek Shooster, Chair, representing Jamey Tesler, Secretary of Transportation and Chief Executive Officer of the Massachusetts Department of Transportation (MassDOT)

### Decisions

The Boston Region Metropolitan Planning Organization's (MPO) Unified Planning Work Program (UPWP) Committee agreed to the following:

- Approve the summary of the August 5, 2021, meeting
- Recommend that the MPO board endorse the federal fiscal year (FFY) 2022 UPWP

### Materials

Materials for this meeting included the following:

1. Summary of the August 5, 2021, meeting
2. Final FFY 2022 UPWP
3. Appendices to the FFY 2022 UPWP
4. Public comments on the public review draft of the FFY 2022 UPWP

### Meeting Agenda and Summary of Discussion

#### 1. Introductions

B. Muller introduced the meeting and read the guidelines and accessibility statement. He introduced D. Shooster (MassDOT), who assumed Chair responsibilities for the remainder of the meeting and going forward. D. Shooster called the roll.

#### 2. Public Comments

There were none.

### **3. Meeting Summary of August 5, 2021—Approval of this summary**

A motion to approve the summary was made by Eric Bourassa (Metropolitan Area Planning Council [MAPC]) and seconded by Daniel Amstutz (Town of Arlington). The motion carried.

### **4. Action Item: FFY 2022 UPWP—Sandy Johnston, UPWP Manager**

S. Johnston presented the final FFY 2022 UPWP. On July 15, 2021, the UPWP Committee voted to recommend that the MPO board release the public review draft of the FFY 2022 UPWP for a 30-day public comment period. The public comment period ended on August 13, 2021. MPO staff received five comments, which are included in [Appendix B](#).

S. Johnston provided an overview of the public comments. MassDOT gave a variety of recommendations on the FFY 2022 UPWP and future UPWPs. The 495/MetroWest Partnership supported several studies included in the document and identified their subregional priorities for future UPWPs. Julia Wallerice, on behalf of the Institute for Transportation and Development Policy, supported two studies and provided suggestions on project scoping. John McQueen (WalkBoston and the Regional Transportation Advisory Council [Advisory Council]) requested restoring the study on congestion pricing, which was removed from the draft list of MPO staff recommended studies due to budget constraints. Susan Barrett (Transportation Manager, Town of Lexington) asked about the relationship between the various task items in the UPWP and the goals and objectives outlined in the Long-Range Transportation Plan and Chapter One of the UPWP document.

S. Johnston stated that differences between the public review draft and the final draft of the FFY 2022 UPWP are limited to the correction of typos and minor content changes. He asked for a vote to recommend the document for endorsement by the MPO.

A motion to approve the FFY 2022 UPWP was made by E. Bourassa and seconded by Lenard Diggins (Advisory Council).

L. Diggins complimented the appendices of the document. He stated that the inclusion of the Universe of Proposed New Studies ([Appendix C](#)) provides transparency in study selection. D. Amstutz complimented the information provided in the Geographic Distribution of UPWP Studies and Technical Analyses ([Appendix D](#)).

The motion passed unanimously on a roll call vote.

## **5. Members Items**

Tom O'Rourke (Town of Norwood/Three Rivers Interlocal Council) praised S. Johnston and MPO staff for making UPWP development easier for UPWP Committee members with each iteration of the document.

S. Johnston announced that Kate White (Public Outreach Coordinator, MPO staff) has taken a job with the City of Somerville. He praised her work facilitating UPWP Committee meetings and coordinating outreach and engagement for the UPWP.

B. Muller stated that he is joining MassDOT Highway District 6. L. Diggins thanked B. Mueller for his work as Chair of the UPWP Committee.

## **6. Next Meeting**

The next meeting was scheduled for September 2, 2021. This meeting will include approval of Amendment One to the FFY 2021 UPWP, which will allow reallocation of funds in the last month of the FFY and make minor content adjustments for MAPC work. Details of the amendment were provided at the [August 5, 2021, MPO meeting](#).

## **7. Adjourn**

A motion to adjourn was made by D. Amstutz and seconded by E. Bourassa. The motion carried.

## Attendance

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<b>Members</b>	<b>Representatives and Alternates</b>
Massachusetts Department of Transportation (Office of Transportation Planning [OTP])	Ben Muller
Massachusetts Department of Transportation (OTP)	Derek Shooster
Metropolitan Area Planning Council	Eric Bourassa
Regional Transportation Advisory Council	Lenard Diggins
At-Large City (City of Newton)	Nicole Freedman
At-Large Town (Town of Arlington)	Daniel Amstutz
City of Boston (Boston Transportation Department)	Bill Conroy
Inner Core Committee (City of Somerville)	Tom Bent
Three Rivers Interlocal Council (Town of Norwood/Neponset Valley Chamber of Commerce)	Tom O'Rourke
Three Rivers Interlocal Council alternate (Town of Westwood)	Steve Olanoff
City of Framingham (Metrowest Regional Collaborative)	Erika Oliver Jerram

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### **Other Attendees Affiliation**

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Derek Krevat	MassDOT (OTP)
Michael Garrity	MassDOT (District 6)
Amira Patterson	MBTA Advisory Board

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### **MPO Staff/Central Transportation Planning Staff**

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Tegin Teich, Executive Director  
Annette Demchur, Director of Policy and Planning  
Mark Abbott, Traffic Analysis and Design Group Manager  
Jonathan Church, Certification Activities Manager  
Sandy Johnston, UPWP Manager  
Kate White, Public Outreach Coordinator

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**Title VI Specialist**

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**By Telephone:**

857.702.3702 (voice)

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