

Draft Memorandum for the Record Boston Region Metropolitan Planning Organization Unified Planning Work Program Committee Meeting Summary

September 15, 2022, Meeting

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

Derek Shooster, representing Derek Krevat, 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:

- Endorsed the Federal Fiscal Year (FFY) 2022 UPWP Adjustment One

Materials

Materials for this meeting included the following:

1. [FFY 2022 UPWP Adjustment One Memo](#)

Meeting Agenda and Summary of Discussion

1. Introductions

See attendance list on page 4.

2. Public Comments

There were none.

3. Action Item: Vote to Endorse FFY 2022 UPWP Adjustment One— *Jonathan Church, MPO Staff*

Jonathan Church (MPO Staff) presented FFY 2022 UPWP Adjustment One. The reason for the adjustment is because certain projects and line item needs have evolved since the approval of Amendment Two in August of 2022. One notable increase is to the Support to the MPO and its Committees line item in order to support staff time to prepare for the in-person federal Certification Review, occurring at the end of September. Other line-item increases include the UPWP, to support the completion of the FFY 2023 document, as well as the Intersection Improvement Program, in order to

complete work for ongoing intersection improvements, and to the Congestion Management Process, to complete calculations for ongoing work.

Certain line items also saw decreases, primarily because staff time initially budgeted for those tasks had been reallocated to other projects. Thus, this adjustment has a net zero impact on the UPWP's budget.

Discussion

Steven Olanoff (Three Rivers Interlocal Council/Town of Westwood) asked why the budget for Freight Planning Support has been reduced by \$5,000. Sandy Johnston (MPO Staff) responded that he has had to prioritize other MPO work, such as the UPWP and the Long-Range Transportation Plan (LRTP) recently, thus he is unable to complete a significant amount of freight planning work through the end of the fiscal year.

David Koses (At-Large Town/Town of Newton) asked whether these adjustments for individual projects would delay work until the next fiscal year. J. Church responded that there will be no changes in the work itself, but existing programs will be allocated enough funds to complete work within this fiscal year.

Lenard Diggins (Regional Transportation Advisory Council) asked whether the projects with reduced budgets will have less staff time allocated to them. J. Church responded that work will still be done on those projects and programs, but other line items need increased support and staff time; thus, some budgets were reduced.

Annette Demchur (MPO Staff) clarified that the decreased funding for Future of The Curb Phase Three is due to the need for data collection for evaluating strategies proposed through the project. L. Diggins asked whether this project will be finished within the current fiscal or whether it will impact next year's spending. A. Demchur stated that it will impact next year's spending, as once the data collection is completed staff will need funds to do the analysis.

Vote

A motion to endorse FFY 2022 UPWP Adjustment One was made by the Inner Core Committee (City of Somerville) (Tom Bent) and seconded by the Regional Transportation Advisory Council (Lenard Diggins). The motion passed unanimously.

4. Members Items

There were none.

5. Next Meeting

The next meeting date will be announced.

6. Adjourn

A motion to adjourn was made by the Inner Core Committee (City of Somerville) (Tom Bent) and seconded by the Metropolitan Area Planning Council (Eric Bourassa). The motion carried.

Attendance

Members	Representatives and Alternates
Massachusetts Department of Transportation (Office of Transportation Planning)	Derek Shooster
Metropolitan Area Planning Council	Eric Bourassa
Regional Transportation Advisory Council	Lenard Diggins
At-Large City (City of Newton)	David Koses
At-Large Town (Town of Arlington)	Daniel Amstutz
City of Boston (Boston Transportation Department)	
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)	

Other Attendees	Affiliation
Joy Glynn	MetroWest Regional Transportation Authority
Tyler Terrasi	MetroWest Regional Transportation Authority
Jon Seward	
Renee Kiley	
Amira Patterson	MBTA Advisory Board
Brian B.	

MPO Staff/Central Transportation Planning Staff

Tegin Teich, Executive Director

Annette Demchur, Director of Policy and Planning

Hiral Gandhi, Director of Finance and Operations

Rebecca Morgan, Director of Projects and Partnerships

Jonathan Church, Manager of MPO Activities

Sandy Johnston, MPO Staff

Srilekha Murthy, MPO Staff

Judy Taylor, MPO Staff

Logan Casey, MPO Staff

Silva Ayvazyan, MPO Staff

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857.702.3700 (voice)

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