

**Draft Memorandum for the Record
Boston Region Metropolitan Planning Organization (MPO) Meeting**

November 3, 2011 Meeting

10:00 AM – 1:30 PM, State Transportation Building, Conference Rooms 2 & 3, 10 Park Plaza, Boston

Clinton Bench, Chair, representing Richard Davey, Secretary and Chief Executive Officer, Massachusetts Department of Transportation (MassDOT)

Decisions

The Boston Region Metropolitan Planning Organization agreed to the following:

- elect the Metropolitan Area Planning Council (MAPC) as the vice chair of the MPO
- approve the minutes of the meeting of October 6

Meeting Agenda

1. Welcome for New MPO Members

Richard Davey, Secretary and Chief Executive Officer of MassDOT, opened the MPO meeting by welcoming new members of the MPO who were elected in October. He spoke of the need for continued investment in the transportation infrastructure of the Commonwealth and its importance in terms of job creation, economic development, attracting private sector investment, and recovering from recession. The Secretary enlisted MPO members in advocating for adequate resources to meet transportation needs. He also remarked upon MassDOT's customer focus and aims to implement projects more quickly and to build public confidence so that when more federal resources are available, the public will have confidence that those resources will be used wisely. Remarking on the MPO's role in achieving those aims, he expressed that he looks forward to working with the MPO.

Mayor Setti Warren, City of Newton, underscored the Secretary's point regarding transportation investment as an important factor for job creation and economic development. He emphasized the need to urge members of the Massachusetts Congressional delegation to support investment in transportation. Secretary Davey expressed his concerns that it will likely be imperative to consider reduced federal funding in the future.

Marc Draisen, of MAPC and Vice Chair of the MPO, and Michelle Ciccolo, President of MAPC, introduced themselves. M. Draisen stated that MAPC is deeply committed to increasing revenues for progressive transportation services and for maintaining state-of-good repair, which is needed after decades of under-investment. He also noted that making the right transportation decisions has benefits for both economic development and the environment.

MPO members then had the opportunity to introduce themselves.

Scott Galvin, Mayor of the City of Woburn, announced that Woburn is the MPO member from the North Suburban Planning Council. He expressed his interest in informing the MPO of the transportation needs of the subregion he represents and supporting projects that add jobs and increase the vitality of the Commonwealth. The Mayor introduced Ed Tarallo, who will be representing him at MPO meetings.

Clarissa Rowe is Chair of the Board of Selectmen for the Town of Arlington, which holds an at-large town seat on the MPO. She expressed support for Complete Streets policies and stated that she is a firm believer in the ability of large transportation projects to bring economic vitality to the Commonwealth. She also introduced Laura Wiener, who will be representing Arlington at MPO meetings.

Melissa Santucci Rozzi was representing Mayor Joseph Sullivan of Town of Braintree, which is the municipality from the South Shore Coalition on the MPO. She noted that the City of Braintree became a member of the MPO several years ago and that it takes an interest in transportation planning from an economic development perspective.

Mayor Warren of Newton noted that the City of Newton holds an at-large city seat on the MPO. He introduced David Koses, who will continue his role representing the city on the MPO.

Dennis Crowley is from the Board of Selectmen of the Town of Medway which is the municipality from the SouthWest Advisory Planning Committee on the MPO. He remarked on his interest in seeing that transportation funds are distributed in a fair and equitable manner in the region, including to rural areas. He also spoke of the need to support infrastructure improvement, such as rail service, in rural areas.

Steve Olanoff is Chair of the Regional Transportation Advisory Council, which is the public involvement arm of the MPO. He described the Advisory Council, which is made up of approximately 55 members representing state agencies, municipalities, and advocacy groups, as well as its Committees, which includes a Freight Committee. He urged MPO members to attend Advisory Council meetings.

Richard Canale, Chair of the Planning Board for the Town of Lexington, represented Hank Manz, Chair of the Lexington Board of Selectmen. Lexington holds an at-large town seat on the MPO. A former member of the MPO, R. Canale spoke of the progress that the MPO has made over the years in terms of becoming more inclusive.

Joe Cosgrove, MBTA, represented MBTA Acting General Manager Jonathan Davis. He spoke regarding the MBTA's state-of-good repair needs as well as the MBTA's focus on upgrading vehicle fleets and customer satisfaction. He remarked upon the increase in MBTA ridership and upcoming public discussions in 2012 regarding fare structures. He also introduced Ron Morgan, who also represents the MBTA at MPO meetings.

David Anderson, Deputy Chief Engineer for the MassDOT Highway Division, represented Highway Administrator Frank DePaolo. He described his role overseeing the

MassDOT Highway Division's Environmental and Project Management sections. He is responsible for ensuring that projects are made ready for advertisement and construction after the MPO programs funding for them. He invited members to use him as a resource for information about project management.

Richard Reed is Manager for the Town of Bedford which holds the seat from the Minuteman Advisory Group on Interlocal Coordination. He has been the town manager for 23 years and is past president of the Massachusetts Municipal Association. He has served on the MPO for several years. Noting the number of worthy municipal projects that come before the MPO, he expressed hope that new initiatives by the MPO will result in more of them getting funded.

Paul Regan, Executive Director of the MBTA Advisory Board, discussed his organization's role as one of two regional bodies represented on the MPO (along with MAPC). The MBTA Advisory Board represents 135 municipalities in the MBTA service area. It is focused on MBTA service, reliability, and finances.

Dennis Giombetti is a selectman for the Town of Framingham, which is the municipal member from the MetroWest Regional Collaborative on the MPO. As an MPO member for a number of years, he spoke about working on the MPO. He remarked that the MPO has an outstanding and dedicated staff to support it. He also noted that the projects that come before the MPO often have a passionate backing at the community level, and that the MPO faces difficult decisions when it comes to project selection.

Tom Bent represented Somerville Mayor Joseph Curtatone. The City of Somerville holds the Inner Core Committee seat on the MPO. On behalf of the Mayor, T. Bent congratulated and welcomed new members. As an MPO member for a number of years, he also spoke about his experience working on the MPO. He commended the work of the MPO staff and expressed that he looks forward to working with the newly appointed Executive Director of Central Transportation Planning Staff (CTPS), Karl Quackenbush. He noted that projects coming before the MPO often have an economic development and jobs focus, and expressed the importance of having that focus. He expressed thanks the Secretary and the Governor for their support of two such projects, the *Green Line Extension* and the new *Orange Line Station at Assembly Square*.

Beverly Mayor William Scanlon, Jr. is the member from the North Shore Task Force. He has been the Mayor of Beverly for 16 years and is a civil engineer by training. He expressed that he looks forward to working on the MPO and representing the North Shore, which has been under-represented in the past. He introduced Tina Cassidy, who will be representing him at MPO meetings.

Lourenço Dantas, Senior Planner for the Massachusetts Port Authority, expressed his agency's interest in the region's transportation system given that MassPort operates in six of the region's MAPC subregions (airports and bus service) with about 90 percent of its customers using the ground transportation system to access its airports. He noted the importance of a reliable and efficient transportation system to the region's economy.

Jim Gillooly is Deputy Commissioner for the City of Boston's Transportation Department and is the longstanding designee of Boston Mayor Thomas Menino on the MPO. He spoke of the history of the MPO and MPO's progression to include more members. He praised CTPS and MAPC for the information they provide to the MPO as well as the state agencies for their professionalism, and he commended David Mohler, MassDOT, for being instrumental in bringing this larger MPO body together. J. Gillooly also discussed the City of Boston role on the MPO, as representative of 20 percent of the region's population and a number of neighborhoods, some of which are larger than entire municipalities elsewhere in the region. He asked members to bear in mind that projects in Boston are often projects addressing state-owned infrastructure (rather than city-owned). And he assured members that the City takes a regional approach when selecting projects for funding.

Lara Mérida of the Boston Redevelopment Authority's Planning Department, also represents Mayor Thomas Menino on the MPO. She works closely with the Boston Transportation Department to find innovative ways to finance transportation projects. She expressed that she is honored to be serving on the MPO.

Karl Quackenbush, Executive Director of CTPS, thanked the MPO for having the confidence in him to appoint him to his position. He expressed his interest in having open communication and transparency, as well as his openness to new ideas. He invited members to contact him with questions they may have and he expressed interest in having one-on-one meetings with members during the year.

John Romano, MassDOT Highway Division, has served on the MPO for several years. He discussed the challenges associated with funding transportation projects.

Marzie Galazka, Community Development Director for the City of Everett, represented Everett Mayor Carlo DeMaria, Jr. The City of Everett holds an at-large city seat on the MPO. She expressed that she looks forward to bringing the needs of communities to the discussion.

Clinton Bench, MPO Chair, MassDOT, welcomed the new MPO members and encouraged them to think and act regionally in their roles on the MPO.

2. Public Comments

There were none.

3. Chair's Report – Clinton Bench, MassDOT

There was none.

4. Subcommittee Chairs' Reports

There were none.

5. Regional Transportation Advisory Council Report – *Steve Olanoff, Chair, Regional Transportation Advisory Council*

The Advisory Council will meet next on November 9. The agenda includes a presentation by Jody Ray, Deputy Rail Administrator, MassDOT. The Membership and Freight Committees will also meet that day.

6. Director's Report – *Karl Quackenbush, Executive Director, Central Transportation Planning Staff*

There are two staff vacancies at CTPS for the positions of Transportation Improvement Program (TIP) Manager and Congestion Management Process (CMP) Manager. The recruitment process is underway and decisions are expected to be reached soon.

New MPO members may get IDs for access to the State Transportation Building. Forms may be obtained from Pam Wolfe, Manager of Certification Activities, MPO Staff.

7. Orientation for New MPO Members – *Karl Quackenbush, Executive Director, Central Transportation Planning Staff; Pam Wolfe, Manager of Certification Activities, MPO Staff; and Michael Callahan, Project Manager and Specialist, MPO Staff*

K. Quackenbush, P. Wolfe, and Michael Callahan provided an orientation for new MPO members. A packet was distributed to members with information on the subjects discussed. Members were invited to contact the MPO staff for more detailed conversations about the topics covered. They will also be provided with a PowerPoint presentation including weblinks to documents.

Federal Framework

K. Quackenbush began by providing an overview of the federal framework under which the MPO operates. Members were informed that an MPO is a vehicle by which surface transportation dollars are allocated for project design, construction, and planning. MPOs carry out the federal metropolitan planning process. MPO plans and programs must be carried out using a “3C” planning process, which must be continuing (on-going planning addressing short-term needs and long-term visions for the region), cooperative (involving a wide variety of interested parties through a public participation process), and comprehensive (covering all transportation modes and being consistent with local land use and economic development plans). Every four years, the MPO goes through a federal recertification review process, to certify that it is following the 3C process. This MPO underwent its most recent recertification in the summer of 2010 and received the findings of that process this past summer.

Under federal law, MPO must exist in urban areas with populations exceeding 50,000. In areas with populations exceeding 200,000, they must be designated as Transportation Management Area (TMAs). MPOs have five core functions: to establish a setting for fair and effective decision making; to identify and evaluate alternative transportation improvement options (Unified Planning Work Program); to develop and maintain a Long-Range Transportation Plan; to develop a short-range program of transportation

projects (Transportation Improvement Program) that is consistent with the Long-Range Transportation Plan; and to involve the public in all of these functions.

The Boston Region MPO has additional responsibilities because, under federal air quality laws, it is a non-attainment area for the pollutant ozone. As such, the MPO must conform its plans to the Commonwealth's air quality plans. Also, as a TMA, the Boston Region MPO must also maintain a Congestion Management Process (CMP). The CMP systematically evaluates actions and strategies to reduce congestion and improve mobility in the region.

Material was provided in members' packets describing the federal funding programs through which projects in this region are funded. These funds flow to the MPO through MassDOT.

MPO Documents, Programs, and Tools

M. Callahan then provided an overview of the documents and programs that MPOs are required to produce. MPOs must prepare three Certification Documents: the Unified Planning Work Program (UPWP), Transportation Improvement Program (TIP), and Long-Range Transportation Plan (LRTP).

The UPWP is a program prepared annually that lists all of the work the MPO staff conducts during the federal fiscal year. It also includes work that MAPC conducts for the MPO and an appendix of transportation studies conducted in the region by other agencies.

The LRTP states how the MPO plans to invest in the transportation system over a 20-year period. It includes a vision for the future, goals and policies to reach that vision, and financial estimates for maintenance, operations, and capital improvements for the system. All regionally significant projects – which add capacity to the system or cost in excess of \$10 million – must be listed in the LRTP. The current LRTP, *Paths to a Sustainable Region*, was approved in September. This plan includes a Needs Assessment.

The TIP is a four-year plan that implements the LRTP. Any project that receives federal funding must be listed in the TIP. This document must be fiscally constrained. It must conform to the Commonwealth's air quality plan, the State Implementation Plan (SIP).

A graphic was provided in members' packets showing the relationship of these documents to other transportation planning documents and programs.

M. Callahan then discussed specific MPO programs and tools.

The Congestion Management Process (CMP) is a means for collecting data on congestion and its causes, and developing recommendations to address those problems. These data are important for evaluating projects for the TIP and LRTP.

The MPO also conducts Air Quality Conformity work. Eastern Massachusetts is a non-attainment area for the U.S. Environmental Protection Agency's ozone standard. Like the TIP, the LRTP must conform to the SIP. The MPO is also concerned about reducing greenhouse gas emissions, particularly in light of the Commonwealth's Global Warming Solutions Act.

The MPO's Transportation Equity Program is concerned with improving mobility, accessibility, needs, and distribution of transportation services to all people. The key components of this program are public participation, and analyses of transportation plans for impacts to environmental justice areas (defined by percentage of minorities and low-income residents). The MPO will be working on redefining environmental justice areas based on new census data.

The MPO's Coordinated Human Services Transportation Plan is focused on examining how to improve human services transportation, such as the MBTA's THE RIDE service. This plan is used to evaluate projects and programs seeking funding from two federal programs: the Job Access and Reverse Commute Program, and the New Freedom Program.

The MPO's Travel Demand Model is used to predict the usage of transportation facilities and transportation modes in the region. It is used to evaluate projects, programs, and policies. Underlying the model is a database of socio-economic and transportation data. MAPC prepares projections of socio-economic data for use in the model.

In response to recent federal guidance, the MPO began programs on Safety and Security (which includes examination of how natural and human-made disasters may potentially interact with the transportation system), Livability (including workshops and technical support to communities), and Freight (including a study of freight needs of the system).

The MPO Region and Operation of the MPO

P. Wolfe continued by discussing the history of the MPO, which was formed in 1973 and expanded its membership and outreach capabilities over the years. (A timeline was provided in the members' packets.) She emphasized that the work the MPO does today will be the platform for the future activities of the MPO.

She also provided information on the MPO region, which contains 101 municipalities, about 3 million residents, and 2 million jobs. About 16 million trips are made in the region each weekday. (Graphics in the members' packets show the demographic characteristics of the region by subregion and transit usage.) More detailed information is available in the LRTP's Needs Assessment on the MPO's website. P. Wolfe asked members to make the MPO website, www.bostonmpo.org, a favorite site for visiting.

She then referenced other documents provided to members including the MPO's Memorandum of Understanding (MOU), which establishes the MPO's mission and structure. She also discussed the MPO's vision and policies, public participation policies, and other protocols and practices.

The MPO operates in accordance with the Commonwealth's Open Meeting Law, a copy of which was provided to members. The MPO also complies with Title VI, federal environmental justice regulations, and the Americans with Disabilities Act. All MPO meetings are accessible by public transportation and for people with disabilities. The MPO provides assistive listening devices and large-format materials at meetings, and will make materials available in Braille or other languages upon request.

The agenda of MPO meetings are set by the Chair in consultation with the Vice Chair. Materials for MPO meetings are posted on the MPO's website at least 48 hours prior to the meetings (generally a week before). Information presented to the MPO after that time may be acted upon by unanimous vote of the MPO. Members were asked to print out all relevant materials for meetings and to bring them to the meeting. All MPO meetings are recorded and the audio file is posted on the MPO's website.

Regarding voting, 12 members must be present to create a quorum. A two-thirds vote is required to adopt Certification Documents. Other votes require a majority to pass. Abstaining from a vote is considered not voting. A roll call vote may be held at a member's request.

Information on the MPO's Public Participation Program is available on the website.

The MPO adopted new policies in the spring of 2010, which are used as guidance for decision-making and project evaluation. There are seven major topics of these policies. Several important ones are: System, Preservation, Modernization, and Efficiency (maintaining the existing system as a top priority and using low-cost strategies); Mobility (improving access to transit, strengthening connections, and addressing bottlenecks); and Environment (promoting fleet modernization, non-motorized modes, and energy conservation).

A chart showing the annual schedule of MPO work was provided in members' packets, and basic UPWP and TIP development activities were highlighted.

MPO Staff

K. Quackenbush described the MPO's staff resources. The MPO has a staff of about 60 full-time employees. These CTPS employees are legally employees of MAPC, which is CTPS's fiduciary agent. CTPS employees are not state employees.

Members were provided with an organizational chart showing the functional groups at CTPS. These groups are as follows:

- Administrative Services
- Analytical Studies (which conducts various studies of the transportation system)
- Certification Activities (which oversees certification work as well as bicycle and pedestrian planning, livability, freight, and air quality programs)
- Graphics (which produces graphics for reports and has a cartographic function)

- Information Technology and Services (which conducts GIS and technical work, manages databases, and maintains our computers)
- Technical Editing
- Traffic Analysis and Design (which conducts multi-modal planning studies, and manages the CMP)
- Transit Service Planning (which works with MBTA service planners and regional transit authorities)
- Travel Model Application
- Travel Model Development

The Unified Planning Work Program describes all of the work conducted by CTPS and all of the 3C-funded work conducted by MAPC. Members were provided with a chart showing which CTPS groups are involved in ongoing projects and programs.

K. Quackenbush urged members to contact him for further discussion about the work of the MPO staff.

Questions and Comments

M. Draisen spoke further about the relationship between MAPC and CTPS. As the regional planning agency for the 101 municipalities in the MPO region, MAPC considers its relationship with CTPS and the MPO as one of its core functions. As the fiduciary agent for CTPS, MAPC is involved in staffing, personnel policies, and auditing.

MAPC's data services staff develops demographic projections for the region (population, household, and employment), and coordinates with CTPS and MassDOT to determine statewide totals and to develop projections. These projections are the data that underlie MAPC's MetroFuture plan and MPO plans, and that are used in federal reviews of projects vying for funding from federal programs, such as New Starts.

MAPC has eight subregional coordinators. Often the agendas at subregional meetings focus on the MPO's certification documents and providing input to those documents. MAPC employs seven transportation planners as well as land use planners who work with CTPS on project evaluation. He invited members to contact him for more information.

R. Reed requested a more detailed organizational chart showing staff names. K. Quackenbush stated that the information would be made available. Robin Mannion, Deputy Director of CTPS, added that staff members' contact information is listed on the MPO's website. C. Bench suggested that questions for MPO staff be first directed to K. Quackenbush or R. Mannion.

D. Crowley asked for more information regarding the allocation of federal transportation dollars to the region. C. Bench replied by discussing the federal authorization bill, SAFETEA-LU, through which federal dollars are distributed to states, and the formula that is used by the Massachusetts Association of Regional Planning Agencies (MARPA) to distribute Massachusetts' share to the 13 MPOs in the Commonwealth. P. Wolfe added

that the Commonwealth uses a portion of the federal funds for statewide road and bridge projects and that the Boston Region MPO receives 43% of the funds after the statewide needs are met. J. Cosgrove also discussed the transit funding that is stewarded by the MBTA. K. Quackenbush offered to provide more information to members about the apportionment of federal funds.

D. Koses raised a question about the state match to federal dollars. C. Bench explained that the state generally matches 20% for federal aid highway projects, except in the case of certain programs such as Safe Routes to School or projects funded by federal earmarks, competitive grant awards, or stimulus funds.

8. Signing of the MPO Memorandum of Understanding – *All Members*

Members were provided with copies of the MPO's Memorandum of Understanding, which took effect on November 1, 2011, and they signed the document's signature page.

9. Election of Vice Chair – *Clinton Bench, MassDOT*

The Chair invited nominations for the position of Vice Chair of the MPO. P. Regan nominated MAPC. S. Olanoff seconded that nomination. On behalf of MAPC, M. Ciccolo accepted the nomination.

A motion to elect MAPC as the vice chair of the MPO was made by T. Bent, and seconded by S. Olanoff. The motion carried.

10. Meeting Minutes – *Pam Wolfe, Manager of Certification Activities, MPO Staff*

A motion to approve the minutes of the meeting of October 6 was made by S. Olanoff, and seconded by J. Gillooly. The motion carried. The following members abstained: At-Large Town (Town of Arlington); At-Large Town (Town of Lexington); City of Boston (Boston Redevelopment Authority); MetroWest Regional Collaborative (Town of Framingham); North Shore Task Force (City of Beverly); North Suburban Planning Council (City of Woburn); and SouthWest Advisory Planning Committee (Town of Medway).

11. Work Programs – *Karl Quackenbush, Executive Director, Central Transportation Planning Staff*

K. Quackenbush introduced three work programs for discussion. He also described the practice for developing work programs. Project concepts are described in the UPWP and work programs contain detailed descriptions of work tasks, funding sources, and costs. MPO approval of work programs enables staff to begin work on them. The work programs presented today were for discussion, not for a vote.

2011 – 2012 HOV Monitoring on I-93 North and the Southeast Expressway

The work program for *2011 – 2012 HOV Monitoring on I-93 North and the Southeast Expressway* is a continuation of work that CTPS does annually for MassDOT, which is required by the Department of Environmental Protection (DEP) to monitor travel time on the region's HOV lanes and associated general purpose lanes. The purpose of this work is to provide data that can be used to determine if HOV lane travel results in acceptable

travel time savings. CTPS measures travel times throughout the year, reports on the results each quarter, and produces a final memorandum showing results for the year. CTPS also conducts vehicle occupancy counts on the HOV and associated general purpose lanes twice a year.

Members discussed this work program.

S. Olanoff remarked that in past MPO discussions concerns have been raised about whether this work is a good use of money. He asked if this sentiment had been shared with DEP. K. Quackenbush acknowledged that this topic had been discussed at the MPO previously. He reported that staff investigated using other available automated data, but that the data were not sufficient for this purpose. Staff is continuing to investigate other options. C. Bench reported that MassDOT staff had informal conversations with DEP about his matter and have conveyed that the data collected by CTPS shows a consistent trend over the years. However, the requirement to conduct this work is still in place. He noted that the funding for this project comes out of statewide planning funds, not MPO target funds.

S. Olanoff also asked about how CTPS handles occupancy counts for buses. K. Quackenbush noted that staff observes occupants on all types of vehicles. In the case of buses, when it is not possible to count all occupants, staff relies on other data sources to get an estimate of the typical number of riders.

Safety and Operations Analyses at Selected Intersections, FFY 2012

The work program for *Safety and Operations Analyses at Selected Intersections, FFY 2012* is the fifth such study that the MPO has conducted in recent years in which the staff identifies a set of intersections to study for safety improvements. Intersections are selected based on crash data, travel time monitoring data collected through the CMP, and input from local officials and MAPC. A selection from the set of intersections is then chosen for further analysis. A factor in choosing intersections for study is interest from municipalities in following through on study recommendations. This study differs from previous ones in that it would address larger, more complex intersections and clusters of intersections.

Staff conducts field work at the selected locations and collects data on traffic operations. Taking an approach in line with Complete Streets policies, and using various traffic engineering tools, staff considers improvements that could benefit all modes, including bicyclists, pedestrians, and transit vehicles. The results of the study are draft recommendations for safety and operational improvements, many of which are low-cost. Staff then works with the MassDOT Districts and municipalities on implementation of the recommendations.

Members discussed this work program.

D. Koses suggested that the interest of a municipality to follow through on study recommendations should not be a criterion for selection since the municipality would not

know what the recommendations would be at the outset of the study. K. Quackenbush noted that this criterion exists because the MPO has been concerned about implementation of study recommendations in the past. The conversations staff has with municipalities at the outset of the studies are informal and do not commit a municipality to implementing recommendations.

In response to a question regarding the project budget, K. Quackenbush stated that reports on project spending can be provided to members upon request. Spending on projects is tracked on a weekly basis.

D. Giombetti requested a list of intersections that were studied previously, along with the status of recommendations made.

T. Bent expressed concern that this study would be addressing larger, more complex intersections, whereas the original intent was to study smaller intersections and identify low cost solutions that municipalities could implement. K. Quackenbush noted that there could be management or operations strategies (rather than large capital improvements) that could be applied to these larger intersections.

M. Ciccolo noted that CTPS reaches out to municipalities' TIP coordinators when seeking to identify intersections to study.

MBTA Systemwide Passenger Survey: Comparison of Results

In the 1990s, CTPS conducted a survey of MBTA passengers to identify passenger characteristics and attitudes, and trip characteristic (such as origins and destinations and modes used). A second, identical survey was conducted in 2008-2009. Through the work program for the *MBTA Systemwide Passenger Survey: Comparison of Results*, staff intends to compare the results of the two surveys to determine how passenger characteristics and attitudes, and trip making has changed.

This information will be helpful to planners in terms of revealing whether there are parts of the system that might require modifications to improve service, and for determining how frequently such surveys should be conducted.

Members discussed this work program.

C. Bench raised a question about the budget for this project noting that it is about \$900 more than the cost estimate that was in the UPWP. K. Quackenbush explained that the figure in the UPWP, which contains descriptions of project concepts, is an early estimate and that more accurate cost figures appear in the detailed work program. He noted that the UPWP Subcommittee leaves to his judgement whether modest cost differences can be accommodated by using funds that are available from another project budget. Substantial cost differences are presented to the UPWP Subcommittee for their approval. C. Bench asked that standard practices be discussed at the next UPWP Subcommittee meeting.

12. State Implementation Plan Update – Matthew Ciborowski, MassDOT

M. Ciborowski provided an update on the status of projects in the State Implementation Plan (SIP), a set of projects that the Commonwealth is required to complete as mitigation for the Central Artery/Tunnel project. He reported on changes since the last monthly report. (The full SIP status report was distributed.)

The construction of the Blue Hill Avenue Station – part of the *Fairmount Line Improvement* project – has been delayed due to design issues and community concerns. The MBTA is tentatively expecting to advertise the project in February or March 2012 and to begin construction in the spring. As this project is behind schedule, mitigation will be required. Interim offset projects are being identified and must be in place by January 2012.

The *Construction of 1,000 New Parking Spaces* project will be complete when the Wonderland Parking Garage in Revere is completed in June 2012. As this project is also behind schedule, mitigation will be required.

MassDOT is petitioning DEP to remove the *Red Line – Blue Line Connector (Design)* project from the SIP.

The environmental assessment hearing for the *Green Line Extension* project was held on October 20 and represents a major step toward getting a federal environmental review of the project. Public comments are due on November 18. Also, the schedule for completion of the project has been extended to 2018 – 2020. MassDOT is working on identifying projects to mitigate for the delay and is seeking public comment.

Members discussed the report.

S. Olanoff asked if MassDOT has petitioned DEP to delay the *Green Line Extension* project yet. M. Ciborowski responded that MassDOT has announced that a petition will be forthcoming, but that it must develop mitigation projects to submit with the petition.

T. Bent noted that hundreds of people attended the hearing on the *Green Line Extension* in support of the project.

13. Members Items

D. Giombetti raised the topic of recognizing the representatives of the Town of Hopkinton for their service on the MPO. The Chair concurred and staff will plan to recognize the former members at an upcoming meeting.

Lourenço Dantas, Massachusetts Port Authority, reported that construction of the *East Boston/Chelsea Bypass Road* project has begun. The project is expected to be completed by the end of 2012. MassPort has also launched an early morning Sunrise Shuttle to Logan Airport.

K. Quackenbush alerted new members that there is a feature on the MPO website that allows members of the public to contact MPO members by e-mail, but without revealing their e-mail addresses.

14. Adjourn

Boston Region Metropolitan Planning Organization Meeting Attendance
Thursday, November 3, 2011, 10:00 AM

Members

At-Large City (City of Everett)
At-Large City (City of Newton)

At-Large Town (Town of Arlington)

At-Large Town (Town of Lexington)
City of Boston (Boston Redevelopment Authority)
City of Boston (Boston Transportation Department)

Inner Core Committee (City of Somerville)
Massachusetts Department of Transportation

MassDOT Highway Division

Massachusetts Bay Transportation Authority (MBTA)

Massachusetts Port Authority
MBTA Advisory Board
Metropolitan Area Planning Council

MetroWest Regional Collaborative (Town of Framingham)
Minuteman Advisory Group (Town of Bedford)
North Shore Task Force (City of Beverly)

North Suburban Planning Council (City of Woburn)

Regional Transportation Advisory Council
South Shore Coalition (Town of Braintree)
SouthWest Advisory Planning Committee (Town of Medway)

Representatives and Alternates

Marzie Galazka
Mayor Setti Warren
David Koses
Clarissa Rowe
Laura Wiener
Richard Canale
Lara Mérida
Jim Gillooly
Tom Kadzis
Tom Bent
Richard Davey
Clinton Bench
David Anderson
John Romano
Joe Cosgrove
Ron Morgan
Lourenço Dantas
Paul Regan
Michelle Ciccolo
Marc Draisen
Eric Halvorson
Dennis Giombetti
Richard Reed
Mayor William Scanlon, Jr.
Tina Cassidy
Mayor Scott Galvin
Ed Tarallo
Steve Olanoff
Melissa Santucci Rozzi
Dennis Crowley

MPO Staff/Central Transportation Planning Staff

Karl Quackenbush, Executive Director
Michael Callahan
David Fargen
Maureen Kelly
Robin Mannion
Sean Pfalzer
Mary Ellen Sullivan
Alicia Wilson
Pam Wolfe

Other Attendees

Aaron Carty	Conservation Law Foundation
Callida Cenizal	MassDOT Office of Transportation Planning
Matthew Ciborowski	MassDOT Office of Transportation Planning
Ned Codd	MassDOT Office of Transportation Planning
Denise Deschamps	City of Beverly
Arthur Frost	MassDOT District 3
Jim Gallagher	Somerville resident
Timothy Kochan	MassDOT District 5
Rafael Mares	Conservation Law Foundation
Joe Onorato	MassDOT Highway
Jennifer Rushlaw	Conservation Law Foundation
Wig Zamore	Somerville Transportation Equity Partnership / Mystic View Task Force