

Draft Memorandum for the Record

Boston Region Metropolitan Planning Organization

Unified Planning Work Program Committee Meeting Minutes

June 13, 2024, Meeting

1:00 PM–1:20 PM, Zoom Video Conferencing Platform

Derek Krevat, Chair, representing Monica Tibbits-Nutt, 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 minutes of the March 22, 2024, meeting
- Endorse the Federal Fiscal Year (FFY) 2025 UPWP

Materials

Materials for this meeting included the following:

1. FFY 2025 UPWP ([pdf](#)) ([html](#))
2. FFY 2025 UPWP Appendices ([html](#))
3. March 22, 2024, Meeting Minutes ([pdf](#)) ([html](#))

Meeting Agenda

1. Introductions

See attendance on page 5.

2. Public Comments

There were none.

3. Action Item: Approval of March 22, 2024, Meeting Minutes

Vote

A motion to approve the minutes of the meeting of March 22, 2024, was made by the Three Rivers Interlocal Council (Town of Norwood) (Tom O'Rourke) and seconded by the City of Newton (David Koses). The motion carried.

4. FFY 2025 UPWP—*Srilekha Murthy, MPO Staff*

D. Krevat gave an update on the FFY 2025 UPWP and stated that approximately \$370,600 of de-obligated planning funds were added to the FFY 2025 UPWP. These funds would be included in the final version of the FFY 2025 UPWP.

Tegin Teich, Executive Director of the MPO staff, added that using de-obligated funds is a new process the MPO has been engaged in with MassDOT. MassDOT released guidance on how to utilize de-obligated planning funds. T. Teich stated that MPO staff have developed a proposal that outlines the initiatives the de-obligated funds would be used for and MassDOT will review the proposal. T. Teich stated that MPO staff are asking MassDOT to match 20 percent of the de-obligated planning funds.

Srilekha Murthy, MPO staff, presented an overview of the comments received during the 21-day public comment period for the FFY 2025 UPWP.

MPO staff received five comments:

- Two from the public
- One from the Regional Transportation Advisory Council
- One from the MBTA Rider Oversight Committee
- One from the 495/MetroWest Partnership

Comments were generally supportive of the FFY 2025 UPWP and offered some suggestions for MPO staff to consider. S. Murthy stated that there was general support for the discrete study on roadway-pricing and the breadth of work that the MPO plans to undertake in FFY 2025. Comments also encouraged the study of bike and electric vehicle charging infrastructure and highlighted work in performance-based planning and programming.

Public comments were summarized in the following categories:

- Supporting the discrete study on roadway-pricing
- Increasing evaluation of projects and policies
- Support for the development of the Community Leadership Institute
- State of MBTA stations

One public commenter disagreed broadly on the final selection of discrete studies chosen in the FFY 2025 UPWP.

MPO staff responded to all comments, the details of which can be found in Appendix B of the FFY 2025 UPWP.

MPO staff also made minor edits to text and graphics throughout the document, including the following:

- Copy edits or syntax
- Added more descriptive language, where needed
- Updated tables with the most accurate contract and funding information

T. Teich spoke more specifically about the de-obligated planning funds. The funds are direct planning funds, so they would be attributable to direct line items in the FFY 2025 UPWP. T. Teich stated that examples include consultant work and purchasing new equipment.

T. Teich stated that MPO staff focused on work that staff did not have the capacity to pursue in an ideal timeline. The proposal included a plan to hire consultants to help MPO staff advance that work. The initiatives where the de-obligated funds would be allocated to include the following:

- Branding and redesigning
- Developing an FTA Stops Model
- Agency-wide Diversity, Equity, and Inclusion assessment
- Purchase of six Eco-Counters

Discussion

Lenard Diggins, Advisory Council, responded to a public comment that expressed discontent with the amount of previous work mentioned in the FFY 2025 UPWP and stated that the updates on previous years' work were extremely useful. L. Diggins stated that the section acted as a review of what was accomplished in the previous FFY and L. Diggins encouraged MPO staff to keep the section.

Vote

A motion to endorse the FFY 2025 UPWP was made by the SouthWest Advisory Planning Committee (Town of Wrentham) (Rachel Benson) and seconded by the Advisory Council (L. Diggins). The motion carried.

5. Members Items

There were none.

6. Next Meeting

To be announced.

7. Adjourn

A motion to adjourn was made by the Advisory Council (L. Diggins) and seconded by the Three Rivers Interlocal Council (Town of Norwood) (Tom O'Rourke). The motion carried.

Attendance

Members	Representatives and Alternates
At-Large City (City of Newton)	David Koses
City of Boston (Planning and Development Agency)	Jim Fitzgerald
Massachusetts Department of Transportation (Office of Transportation Planning)	Derek Krevat
Metropolitan Area Planning Council	Julia Wallerice
Regional Transportation Advisory Council	Lenard Diggins
SouthWest Advisory Planning Committee (Town of Wrentham)	Rachel Benson
Three Rivers Interlocal Council (Town of Norwood)	Tom O'Rourke
	Steven Olanoff

MPO Staff/Central Transportation Planning Staff

Tegin Teich, Executive Director
Annette Demchur
Dave Hong
Erin Maguire
Ethan Lapointe
Hiral Gandhi
Lauren Magee
Sam Taylor
Srilekha Murthy

CIVIL RIGHTS NOTICE TO THE PUBLIC

Welcome. Bem Vinda. Bienvenido. Akeyi. 欢迎. 歡迎.



You are invited to participate in our transportation planning process, free from discrimination. The Boston Region Metropolitan Planning Organization (MPO) is committed to nondiscrimination in all activities and complies with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin (including limited English proficiency). Related federal and state nondiscrimination laws prohibit discrimination on the basis of age, sex, disability, and additional protected characteristics.

For additional information or to file a civil rights complaint, visit www.bostonmpo.org/mpo_non_discrimination.

To request accommodations at meetings (such as assistive listening devices, materials in accessible formats and languages other than English, and interpreters in American Sign Language and other languages) or if you need this information in another language, please contact:

Boston Region MPO Title VI Specialist

10 Park Plaza, Suite 2150

Boston, MA 02116

Phone: 857.702.3700

Email: civilrights@ctps.org

For people with hearing or speaking difficulties, connect through the state MassRelay service, www.mass.gov/massrelay. Please allow at least five business days for your request to be fulfilled.