

## Meeting Minutes

Salisbury/Wicomico Metropolitan Planning Organization  
April 27, 2011

City of Salisbury/Wicomico County Government Building  
125 North Division Street, Salisbury, MD  
Room 301 (Council Chambers)

### Attendees:

#### TAC Members:

John Redden, Wicomico Department of Public Works  
Ian Beam, Maryland Department of Transportation  
Riggin Johnson, Shore Transit/Tri-County Council  
Jim Raszewski, Maryland Transit Authority  
Gregory Oliver, Delaware DOT  
Keith Hall, S/W MPO staff

#### Others:

Mike Nixon, Maryland Department of Transportation  
Lenny Howard, Maryland Transit Authority  
Robin Ayele, S/W MPO staff  
Bill Remington, DBF

### Introduction

John Redden opened the meeting without a quorum at 1:05 p.m. and welcomed everyone. Introductions of all attendees were made. There was a brief discussion of the lack of a quorum for the meeting, but attending members agreed to proceed with an informal meeting that required no official action of the Technical Advisory Committee.

### Minutes

The review of the March 7, 2011 meetings minutes were tabled due to the lack of a quorum.

### Presentation of the Long Range Transportation Plan

Mr. Jack Henneman, Cambridge Systematics, presented elements and highlights of the draft Long Range Transportation Plan update. The Study is being completed consistent with Federal requirements for development and adoption of a fiscally constrained Long Range Plan identifying the transportation needs in the MPO area over the next twenty to twenty-five years.

Mr. Henneman provided a brief overview of the major components of the Plan including: the Introduction containing information about the MPO structure, use of the Plan, and the Public Involvement Process; Goals and Objectives of the Plan; Existing and Future Conditions describing the demographics and major activity centers within the Planning boundary; Transportation Modes such as roadways, air, rail, waterways, and non-motorized forms; Goods Movement describing the major routes, modes of freight movement, and commodity flow; Environment, Safety, and Security; and the focus of the discussion was the Financially Constrained chapter of the Plan.

Mr. Henneman provided an overview of the financially constrained and unconstrained projects that have been included within this Plan. He stated the projects contained in this section of the Plan were derived from a variety of sources including, but not limited to local Capital Improvement Plans, Maryland's Consolidated Transportation Plan, Shore Transit's Annual Transportation Plan, and locally approved comprehensive plans.

### **FY 2012 Unified Planning Work Program (UPWP)**

Mr. Hall presented the list of potential projects, special studies, and reports for the Proposed FY 2012 UPWP. The Core Planning functions consisting of the preparation of the Transportation Improvement Program, Unified Planning Work Program, updates to the Long-Range Transportation Plan, as well as review of Shore Transit's Transportation Development Program, are annual work programs included within this Draft Work Program. Collectively, these four items account for \$6,100 of the proposed FY 12 budget of \$126,478.

Other items included within the UPWP are the allocations dedicated to MPO Administration, as well as the Public Participation Process. The proposed UPWP allocates \$36,000 to MPO Administration. This allocation is consistent with the funding level for the MPO Administration contained in the adopted FY 2011 UPWP. The funding level allocated to the Public Participation Process in the FY 2012 UPWP is \$2,000, which represents a proposed reduction of \$500 in comparison to the FY 2011 UPWP.

Mr. Hall stated that Special Studies component of the Draft UPWP consists of the following:

- GIS enhancements
- Studies and Reports
  - Pedestrian safety and connectivity study along U.S. Route 50 extending from Ward Street to Civic Avenue due to heavy pedestrian movements from Wicomico Middle and Wicomico High School.
  - Shore Transit study identifying mechanisms to increase ridership.
  - Shore Transit study on costs to retrofit existing bus shelters for ADA compliance.

Mr. Hall stated that due to the lack of a quorum, the TAC would not be able to make a recommendation on the UPWP to the Council at this time. He requested the ability to conduct a vote to members via e-mail. Staff suggested forwarding the draft FY 2012 UPWP to TAC members for their review and recommendation to the MPO Council. Mr. Redden concurred with Staff's recommendation to proceed with seeking a recommendation of the TAC members via e-mail.

### **Studies and Reports**

Ms. Ayele provided a brief overview of the current MPO projects including: Naylor Mill Road / U.S. Route 13 Corridor Study, Shore Transit Routing Analysis, MPO Freight Study, and the Hiker/Biker Functional Master Plan.

See Attachment #1.

**Other Business**

There was no other business to report, and no action was necessary for this item.

**Public Comments**

There were no public comments.

**Next Meeting Date/Adjourn**

There being no further business the meeting adjourned at 2:30 P.M.