



## Meeting Notes

Attendees: See Attached Sign-In Sheet

Date/Time: July 22, 2004 – 10:00AM

Project No.: 09023.00

Place: Ossipee Town Hall, 2nd Floor

Re: Ossipee Transportation Center Feasibility  
Study – PAC Meeting

Notes taken by: K. Wickham

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On July 22, 2004, the Project Advisory Committee (PAC) for the Ossipee Transportation Center Feasibility Study met. The following is a brief summary of the discussion of the meeting. A copy of the agenda is attached for reference.

- Kristine Wickham opened the meeting by asking if the package of materials that had been distributed to the PAC prior to this meeting had been received by all. All members noted that they had received the package.
- The meeting minutes from the 6/25/04 PAC Meeting were reviewed. There were no comments on the meeting minutes and they were accepted as final.
- It was asked if all members of the committee had reviewed the Guidelines and Procedures for the PAC. All members had not. Additional copies of the Guidelines were distributed. It was requested that PAC members review the guidelines and provide comments to the Project Team. The Guidelines will be reviewed and approved at the next PAC meeting.
- David Wilcock of VHB explained that Greg Tansley had recently departed the Lakes Region Planning Commission (LRPC). Larry Dreihaup was introduced as the new representative for the LRPC on the PAC. Mr. Dreihaup's contact information will be made available on the project website ([www.vhb.com/ossipee](http://www.vhb.com/ossipee)).

### Study Team Presentation and Discussion

David Wilcock of VHB gave a presentation that included:

- an overview of the existing conditions in the project study area;
- a review of the Draft Purpose and Need;
- a list of potential evaluation criteria for screening of alternative sites; and
- an initial discussion of potential alternative sites.

The following is a summary of some key points discussed during the presentation:

- David Wilcock gave a presentation of the existing conditions in the project study area. He asked that members of the committee provide additional information where warranted. The overview included information on Ossipee's demographics; travel patterns, roadway network, transit and transportation services; land use; and natural resources/environment.

- David noted that VHB will be speaking with the local intercity bus carriers, Concord Trailways and C&J Trailways, to discuss the issues and opportunities for providing transit service in the Ossipee area.
- The Draft Purpose and Need statement that was distributed with the PAC mailing was reviewed. The Draft Purpose and Need focuses on transportation and mobility; environment and quality of life; and economic development/transit-oriented development. David Wilcock asked the PAC for feedback on the Purpose and Need. The following is a summary of some of the key discussion points:
  - Blair Folts had provided via email a number of comments on the Draft Purpose and Need. Comments included a need for public support for the project, the need for a transit component in the facility, and the need to evaluate environmental impacts.
  - Pat Jones noted that Ossipee is an area that has a number of elderly or economically challenged residents. These are the people who need transit services the most to get to work, shopping or to medical services.
  - Tom Dodge noted that seasonal people could also benefit from a facility with amenities for bikes and connections to bike paths.
  - Ken Hazeltine asked if there is a plan to develop a senior center in Ossipee. He explained that there are facilities of this type in Laconia and Conway and that there could be an opportunity to access additional funds through this resource. It was explained that the Organization of Concerned Citizens (OCC) is the closest thing that Ossipee has to a senior center, but that it is currently at capacity. It was discussed that there is a severe lack of sufficient transportation options for the elderly, and that the community may support a local transit service.
  - Blair Folts expressed that the transit carriers should be included in the discussions of the project. Ken Hazeltine explained that there are three different types of bus services – intercity, community transit and human services. He explained that intercity carriers are private operators and that they have to consider profit margins and revenue in order to provide a viable service. Local transit can be federally funded or subsidized for capital costs, but not for operating costs. Generally, local transit needs to be supported by the community. Additionally, operating and maintaining the facility must have its own funding source.
  - Mark McConkey explained that the Carroll County Transportation Alliance (CCTA) met two years ago and developed a model for the needs in the community. CCTA had the support of the various community groups (i.e. Hospice, VNA, etc.) and an opportunity for CMAQ funds, but was unsuccessful in this attempt. CCTA is no longer in existence, but could be mobilized for the right effort.
  - It was noted that the Gibson Center is currently in the process of, or has recently completed, purchasing Silver Lake landing.
  - George Katsoufis of DHK noted that in addition to the elderly component of a facility, it is possible to consider the youth perspective as well. There may be activities or facilities that can tie together elder and youth-oriented services. Pat Jones noted that Ossipee is short on space for children and that the youth component is a need. Mickey Krockmalnic of DHK stated that it is possible to join Youth and Senior Centers together by having after school programs that elderly residents could assist with.
  - Mark McConkey noted that the Fire Department is accessing funding from Homeland Security for disaster relief. This could be a potential resource for additional funds.
  - Another need that was identified is for health care facilities. Mickey Krockmalnic noted that it would be possible to stage the development of a facility over time, by adding

- different aspects at different stages. All elements do not have to be constructed right away.
- It was noted that Tri-County Cap, a non-profit agency, is a major provider in Berlin, but does not run any transportation out of the Ossipee area.
  - It was asked if this project has to be developed in Ossipee or in other areas outside of Ossipee. It was explained that the funding is for a transportation center in Ossipee.
  - It was suggested that caregivers in the various areas be contacted.
  - Harry Merrow stated that the Town of Ossipee is growing. A significant number of new building permits have been received, more this year than last. There is a need to address the Town's growth.
  - It was explained that transportation centers can be of various sizes and types, ranging from small kiosks to larger, full service facilities.
  - It was explained that the study will identify how the facility will be funded and if it is sustainable.
  - Maps of the bus routes in New Hampshire were distributed to the PAC. Ken Hazeltine explained that Concord Trailways currently operates through West Ossipee up to Berlin. North of Ossipee, ridership is generally low. There is no intercity service along Route 16, south of Ossipee. Ken explained that bus operators need to have a service that generates enough ridership to be viable. There are concerns about dividing the ridership between the different providers and the impacts that would have on being able to sustain a service. Additionally there is the concern that if the state were to subsidize a new service, there would be impacts on current operator's labor forces. These impacts would need to be considered.
  - It was suggested that the community be surveyed as to their opinion on the transportation center. Harry Merrow stated that he would propose at the next Board of Selectmen meeting that the September election include a question for Ossipee residents on the support for a transportation facility.
- The potential evaluation criteria to be used in screening and ranking alternatives were discussed. David Wilcock explained that the goal of establishing evaluation criteria is to be able to compare and contrast alternative sites. Evaluation Criteria identified by the project team includes Transit Service Plan/Multimodal Potential; Ridership Potential; Regional Accessibility; Proximity to Rail Corridor; Proximity to Trails/Paths; Availability of Land; Land Use/Zoning; Proximity to Population Centers; Site Design/Access (Transit); Site Design/Access (Other Uses); Construction/Implementation Costs; Wetlands/Floodplain; Watershed Protection; Hazardous Materials; and Historical/Archeological Resources. Discussions related to the evaluation criteria included:
- It was proposed that minimum adverse impacts on the environment be one criterion. Additionally, easy access to major highways for intercity bus service and the potential for different transit uses were also suggested as evaluation criteria.
  - Zoning and land use compatibility were also discussed. Tom Dodge explained that the Planning Board has spent time looking at areas in Ossipee for land use. Pat Jones explained that the land use areas identified in the 1983 Town report are still generally the same.
  - Environmental considerations are critical in Ossipee. Considerations as to what can be built over an aquifer must be made. Additionally, proposed facilities should be able to safely handle sewage and water. The water systems in Ossipee are provided from the Town and the County. According to members of the PAC, Center Ossipee is the only

- place in town with Town water. Town sewer is provided in small sections. (VHB to verify).
  - It was discussed if trucks could be accommodated at the transportation center. It was explained that this transportation facility would not be designated as a rest area for trucks.
  - Concerns were raised about whether or not there is a transportation need that can support the facility, and if there are funds available for additional services out of the facility. Concerns were voiced that it would not be possible to put Town money into the facility. Additionally, it was explained that if a facility were built and were found not to be utilizing the transit component as requested by the FTA, the owner/operator would be responsible for returning the money.
  - It was expressed that the Town will likely not want to be the owner of the facility. In the event that NHDOT were to be the owner, then it would be necessary to find a carrier who could operate and maintain the facility.
- At the conclusion of the meeting, a number of alternative sites were identified by individuals on the PAC. The following is a listing of those sites that were identified by the committee for analysis:
- Ossipee – Ames Shopping Center @ the intersection of Rte 16/Route 28
  - Ossipee – Gravel Pit @ Route 171/Route 16
  - Center Ossipee – A parcel of State-owned property at the intersection of Route 16 (at the Effingham Town Line)
  - Center Ossipee – Three wooded parcels on the east side of Route 16 at the interchange of Route 25W/Route 16
  - Center Ossipee – The wooded parcel bordered by Huckins/Folsom Road/Old NH 16
  - West Ossipee – Yield House Property @ Route 16/Route 41
  - West Ossipee – Post Office/McDonald's parcel on east side of Route 16

## **Public Comment Period/Open Discussion**

David Wilcock concluded the Committee discussion and invited members of the public present at the meeting to offer input, and invited any last comments by anyone present. The following is a summary of the key points of discussion:

- A Police Officer stated that there is a definite need for access to medical facilities and that there is a definite transportation need. It is suggested that the project team talk to OCC and Carroll County Health Homecare. General travel to Boston is also a need. Although the Officer has no specific location for the site, he would like to see rail incorporated into it. Seasonal rail would be good for the area, and should be looked at and accommodated for the future.
- Huggins Hospital has received a Rural Healthcare Grant to have facilities in Conway, Tamworth and Ossipee. Transportation is part of the grant for moving people from one facility to another. It may be possible to coordinate with the proposed Huggins facility in Ossipee to be efficient.
- Joe Chromy asked if any transportation facilities have been built on federal land and run by the Town. No one was aware of a situation similar to the one put forth. Joe also asked if the federal restrictions for building on wetlands are stricter than the State or Town's restrictions. It was explained that the federal restrictions are established by the National Environmental Protection Agency (NEPA). The most stringent of the restrictions (NEPA, State, and Local) must be met. It was also explained that all necessary permits will be required to build the facility.

- Mr. Chromy asked if the federal funds have, or will, run out for the project. Ken Hazeltine explained that the funds have a three year deadline that will run out in September of 2005. A letter from NHDOT has been sent to obtain an extension of the funds. Joe Chromy stated that he was told by FTA that the funds would be available only until September 2004. Ken Hazeltine to clarify with FTA.

## Upcoming Meetings

The following is the list of upcoming meetings:

- Public Meeting #2 - *Present and obtain input on alternative sites – Aug. 26, 2004, 7-9PM*
- PAC Meeting #3 - *Review and rank alternative sites – Sept. 24, 2004, 10AM-12PM*
- PAC Meeting #4 (combined with Public Meeting #3) - *Present the ranking process and alternatives – Oct. 21, 2004, 7-9PM*
- PAC Meeting #5 (combined with Public Meeting #4) - *Present results of the study – Nov. 18, 2004, 7-9PM*

It was noted that all meetings, except PAC Meeting #4, will be held at Ossipee Town Hall. PAC Meeting #4 will be held at the Ossipee Central School across the street from Town Hall.

David Wilcock adjourned the meeting at 12:00PM.

# Ossipee Transportation Center Feasibility Study

## Project Advisory Committee

### Attendance Register

**July 22, 2004**

**10:00 AM to 12:00 PM**

*\* Please update or add information, if necessary*

<b>Name</b>	<b>Agency/Firm</b>	<b>Mailing Address</b>	<b>Email</b>	<b>Initial if in Attendance</b>
Steve Arnold	Operations Manager New Hampshire Northcoast	P.O. Box 429 Ossipee, NH 03864	<a href="mailto:sarnold@bostonsand.com">sarnold@bostonsand.com</a>	
Tom Dodge	Ossipee Planning Board	195 Circuit Road Ossipee, NH 03864	None	
Larry Dreihaup	Lakes Region Planning Commission	103 Main Street Suite #3 Meredith, NH 03235	<a href="mailto:ldreihaup@lakesrpc.org">ldreihaup@lakesrpc.org</a>	<i>LD</i>
Blair Folts	Executive Director Green Mountain Conservation Group	P.O. Box 95 South Effingham, NH 03882	<a href="mailto:bfolts@earthlink.net">bfolts@earthlink.net</a>	<i>BF</i>
Bill Grover	President Greater Ossipee Area Chamber of Commerce	P.O. Box 237 Center Ossipee, NH 03814	<a href="mailto:info@ossipeevalley.org">info@ossipeevalley.org</a>	<i>BG</i>
Ken Hazeltine	Bureau of Rail and Transit NHDOT	7 Hazen Drive P.O. Box 483 Concord, NH 03302-0483	<a href="mailto:khazeltine@dot.state.nh.us">khazeltine@dot.state.nh.us</a>	<i>KH</i>
Dr. Patricia Jones	LRPC Commissioner – Ossipee Town of Ossipee Sec. to Boards	P.O. Box 537 Center Ossipee, NH 03814	Fax: 603-539-4183 ATTN: Pat Jones	<i>PJ</i>
Mark McConkey	LRPC Commissioner – Ossipee Co-Chair NH Route 16 Corridor Advisory Committee	57A Joshua Road Center Ossipee, NH 03814	<a href="mailto:mconkey2@hotmail.com">mconkey2@hotmail.com</a>	<i>MM</i>
Harry Merrow	Board of Selectmen	P.O. Box 94 Center Ossipee, NH 03814	<a href="mailto:merrow@worldpath.net">merrow@worldpath.net</a>	
John T. Morgan	Assistant Governor Rotary District 7850	33 Abenaukee Drive Wolfeboro, NH 03894-4211	<a href="mailto:itmorgan@earthlink.net">itmorgan@earthlink.net</a>	

# Ossipee Transportation Center Feasibility Study

<b>Name</b>	<b>Agency/Firm</b>	<b>Mailing Address</b>	<b>Email</b>	<b>Initial if in Attendance</b>
Betsy Patten	Chair Carroll County Delegation	HC 62, Box 415 Center Harbor, NH 03226-7706	<a href="mailto:rcpatten@worldpath.net">rcpatten@worldpath.net</a>	BEP
Ansel Sanborn	Bureau of Transportation Planning NHDOT	7 Hazen Drive P.O. Box 483 Concord, NH 03302-0483	<a href="mailto:asanborn@dot.state.nh.us">asanborn@dot.state.nh.us</a>	
John Swanson	Resident	P.O. Box 664 Center Ossipee, NH 03814	<a href="mailto:swanee2@rcn.com">swanee2@rcn.com</a> <i>swanee2@rcn.com to desktop - mit</i>	J/S
Greg Tansley	Project Manager	103 Main Street, Suite #3 Meredith, NH 03235	<a href="mailto:gtansley@lakesrpc.org">gtansley@lakesrpc.org</a>	
Marge Webster	Tri-County Community Action Program  Carroll County Commissioner	c/o Tri-County CAP 448 White Mountain Highway Tamworth, NH 03886	<a href="mailto:mwebster@tccap.org">mwebster@tccap.org</a>	
Frank Wolfe	Co-Chair NH Route 16 Corridor Advisory Committee	P.O. Box 2292 Conway, NH 03818	None	FW
<b>Project Team:</b>				
David Wilcock	VHB	38 Chauncy Street Boston, MA 02111	<a href="mailto:dwilcock@vhb.com">dwilcock@vhb.com</a>	
Kristine Wickham	VHB	38 Chauncy Street Boston, MA 02111	<a href="mailto:kwickham@vhb.com">kwickham@vhb.com</a>	
Robert Swierk	VHB	38 Chauncy Street Boston, MA 02111	<a href="mailto:rswierk@vhb.com">rswierk@vhb.com</a>	
Mickey Krockmalnic	DHK	155 Massachusetts Ave. Boston, MA 02115	<a href="mailto:krockmalnic@dhkinc.com">krockmalnic@dhkinc.com</a>	M/K
George Katsoufis	DHK	155 Massachusetts Ave. Boston, MA 02115	<a href="mailto:gkatsoufis@dhkinc.com">gkatsoufis@dhkinc.com</a>	EN
<b>Others:</b>				
<i>David Wilcock</i>	<i>WHDOT</i>	<i>38 Chauncy Street Boston, MA 02111</i>	<i>dwilcock@vhb.com</i>	
<i>Peter Whitcomb</i>	<i>Town of Ossipee</i>			
<i>David Cote</i>	<i>CMCG</i>	<i>PO Box 121 Chocoma NH 03817</i>	<i>david@kinterm.com</i>	<i>DMC</i>