



## Meeting Notes

Attendees: Sign-In Sheet Available  
Upon Request

Date/Time: November 18, 2004 – 7:00PM

Project No.: 09023.00

Place: Ossipee Town Hall

Re: Ossipee Transportation Center Feasibility  
Study – Public Meeting #4

Notes taken by: R. Swierk

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David Wilcock of VHB introduced the meeting and briefly ran through the meeting agenda. The agenda is attached to these minutes for reference. The slides from the presentation will be posted on the project website.

### Project Overview

David Wilcock provided a brief overview of the project and all the efforts completed. Earlier meetings covered Existing Conditions, Purpose and Need, Transportation Center Program, Site Identification and Screening, and the beginning of the development of the Preferred Alternative. Since the last Public Meeting, the Preferred Alternative has been further developed, costs have been estimated, and discussions have taken place about funding, ownership and operations, and the overall feasibility of the project.

The Public Involvement process for the study has included four Public Meetings, four Project Advisory Committee (PAC) Meetings, and a project website. The findings of the study will be documented in the Final Report.

### Preferred Alternative

David Wilcock provided an overview of the Preferred Alternative for the Ossipee Transportation Center. This overview covered the Site Layout; the Building Program/Floor Plan; Ownership and Operations; Cost Estimates and Funding; and Environmental Impacts/Permits. The following is a summary of comments and discussion not specifically covered by the presentation slides:

- Regarding the Site Layouts, David Wilcock noted that the Transportation Center would be designed to be consistent with the recommendations of the Route 16 Corridor Study about minimizing the number of curb cuts on the highway.
- Regarding the Capital Costs, David Wilcock noted that the costs are based on sketch plans and general industry costs on a square-foot basis. They do not include the cost of land acquisition, but initial indications suggest that Option A would likely fit within the Federal Transit Administration (FTA) grant, including the cost of land acquisition.
- Regarding Operating Costs, Robert Swierk of VHB noted that more than half of the annual operating cost – over \$40,000 – is due to staffing in both options.

- Regarding the Environmental Impacts/Permits, David Wilcock noted that the findings in the presentation are preliminary and are based on existing available information; they would have to be verified at a later stage.

## Conclusions/Recommendations for Next Steps

David Wilcock presented the Study Team's Conclusions and Recommendations for Next Steps. Mr. Wilcock noted that these are based on the findings of the study process to date, and that input from this Public Meeting would be taken into account in the Final Report when it is issued next month. The following is a summary of comments and discussion not specifically covered by the presentation slides:

- David Wilcock noted that the 'starter project' suggested by FTA would provide visibility for the intercity bus service and a dedicated, secure parking area, both of which are lacking at the current bus stop.
- Ken Hazeltine of NHDOT commented that the State would be willing to own and operate the 'starter' facility, which would include providing maintenance, plowing and landscaping service. Mr. Hazeltine noted that Concord Trailways has not yet committed to serving the 'starter' facility; this is one outstanding question that needs to be resolved.
- David Wilcock noted that the Final Report will summarize the process and findings of the study. It will be posted on the project website and be made available in hardcopy form to LRPC and NHDOT.
- Ken Hazeltine asked if the Final Report would also be made available to the Town. David Wilcock replied that the Final Report will be made available to the Town.

## Public Discussion

After concluding the presentation, David Wilcock invited attendees to offer comments and ask questions regarding the information presented at the meeting.

The following is a summary of the public discussion:

- Tom Dodge asked if NHDOT could say more about the possibility of pursuing a highway rest stop in Ossipee. Ken Hazeltine replied that NHDOT has shown a definite commitment to the 'starter project' by its willingness to own and operate the facility, and that NHDOT would help pursue Federal Highway Administration (FHWA) funds for a highway rest stop if the Town wished to do so.
- Bill Grover asked if there is a cap on the amount of money the FTA would spend on the 'starter project.' David Wilcock replied that FTA has indicated it would pay for the acquisition of all of Parcel 46, but will fund only the amount of parking to satisfy the transit-related parking need in the present and projected in the near-term future.
- Bruce Boutin asked what the operating costs of the 'starter project' might be. David Wilcock replied that while they have not been estimated yet, it is likely that they will be much less than the estimated operating costs of the Preferred Alternative for the Ossipee Transportation Center. Ken Hazeltine added that NHDOT is willing to cover the costs of the starter facility by providing in-kind services such as snow removal and landscaping.
- An attendee asked whether the rent from the tenant space would cover the operating costs in the Preferred Alternative. David Wilcock replied that the Study Team estimates that rent and other sources of revenue such as commission from ticket sales would only bring in about \$20,000/year, which would leave the facility with an operating deficit of about \$60,000/year, as indicated in the presentation. Mr. Wilcock noted that the Study Team had spoken with an economic analysis

consulting firm that is familiar with New Hampshire real estate, and they had provided a rough estimate of rents for commercial space along Route 16 in Ossipee.

- Joe Chromy asked if anyone had spoken with Watson's Store about the revenue that the Concord Trailways ticket sales generates at the store. David Wilcock replied that the Study Team had spoken with Concord Trailways, who had provided an estimate of the ticket sales and commission at Watson's Store. Mr. Chromy stated that he thought that public comment at earlier meetings had favored locating a facility in the southern part of Ossipee, which would allow a greater separation from the rest stop in Intervale. David Wilcock replied that members of the public had suggested that southern Ossipee would be a good location for a highway rest stop; however, this study looked at the best location for a Transportation Center that would be funded by the FTA, which involved different site selection criteria. Mr. Wilcock noted that FTA has indicated a willingness to allow the 'starter facility' to include a highway rest stop/visitor center function if the Town can secure highway funding.
- Bruce Boutin stated that it was established earlier in the study process that Concord Trailways would not serve the southern part of Ossipee, so it was not the best site for the Transportation Center in this study.
- Tom Dodge stated that it appears that the Town is faced with a question now: whether to accept this compromise of establishing a 'starter facility' in West Ossipee in the hopes of building momentum for a highway rest stop/visitor center in the future.
- Mark McConkey thanked the Study Team, LRPC and NHDOT for their time and effort in the study. Mr. McConkey stated that the Transportation Center as developed in this study and the highway rest stop/visitor center work together towards the same goal. He stated that the Town has a good opportunity and a good compromise here. He stated that this kind of funding does not come along often, and urged the Town to take advantage of the opportunity that has been presented.
- An attendee asked for the Study Team to review the other sites that were considered for the Transportation Center and why the Preferred Alternative was selected. David Wilcock replied by briefly presenting the site alternatives, evaluation criteria, and evaluation results from the October 21<sup>st</sup> Public Meeting. Mr. Wilcock noted that the slides from this presentation are available on the project website for public review.
- Bruce Boutin stated that this FTA grant is a great opportunity for the Town of Ossipee, and it is a great help that the State is willing to be the owner and operator of the 'starter facility.' He stated that the Town should take this opportunity and go ahead with the project.
- Bruce Boutin stated that he would be concerned about the potential loss of ticket sales revenue at Watson's Store, but wasn't sure what could be done to address this issue.
- Joe Chromy asked whether the State's commitment to own and operate the 'starter facility' would continue in perpetuity. Ken Hazeltine replied that this would be the case.
- Kimon Koulet of LRPC thanked everyone for participating in the process, and stated that LRPC would make sure that an ample number of copies of the Final Report are made available.

Seeing that there were no further comments from the public, David Wilcock thanked the attendees for their participation and adjourned the meeting at approximately 8:40 PM.

# ***Ossipee Transportation Center Feasibility Study***

## **Public Meeting #4**

**Thursday, November 18, 2004  
7 to 9 PM**

*Purpose: To present the results of the Feasibility Study.*

### **Agenda**

- Project Overview
- Preferred Alternative
  - Site Layout
  - Building Program/Floor Plan
  - Ownership and Operations
  - Cost Estimates and Funding
  - Environmental Impacts/Permits
- Conclusions
- Recommendations for Next Steps