

# CMAQ Intersections Project Steering Committee

## CHARTER

Pursuant to the Board of Selectmen's Rules of Procedure, Appendix A. Section 2.4, this Charter shall regulate the CMAQ Intersection Project Steering Committee ("Committee") that will serve as the advisory committee to the CMAQ Intersections Project ("Project").

- I. **MISSION/OBJECTIVES:** The purpose of the Committee is to work collaboratively with the consultant and staff throughout the Project and be broadly representative of the stakeholders and community.
- II. **DELIVERABLES/DEADLINES:** The Town of Goffstown was awarded a CMAQ Grant to improve the intersections of Route 114/Route 13 at both Pleasant Street and Elm Street/High Street. The grant was awarded based on several previous studies conducted by the Town in the past. Despite the past work the CMAQ process requires the community to study the alternatives that are available to improve flow of traffic through both intersections. The acronym CMAQ stands for Congestion Mitigation and Air Quality so the focus of the project study is how effectively we can mitigate concerns with vehicle emissions as the traffic moves through town. The prior body of work done through various corridor studies and the Goffstown Village Planning Committee will serve as launch points to focus our study. The Committee will hear local concerns from the citizens, work with the consultant to compare alternatives and make recommendations to the Board of Selectmen and the community on the favored alternative for each intersection.
- III. **OPERATIONAL CONSTRAINTS AND GUIDELINES:** At a minimum, meetings shall be publicly noticed 24 hours in advance; however, public presentations and public input sessions should be advertised with as much notice as possible. Summary minutes shall be kept for all meetings.
- IV. **COMMITTEE MEMBERSHIP:**  
There shall be 9 members of the Committee:
  - 5 - Community at Large
  - 1 - Main Street Program
  - 1 - Historic District Commission
  - 1 - Selectmen Representative
  - 1 - Planning Board Representative

The Committee will be supported by staff and other participants, including but not limited to:

- Fire Department representative
- Planning & Zoning
- Police Department representative
- Public Works representative

- V. **PERIOD OF EXISTENCE:** Until preferred alternatives are selected, presumably August 2013.
- VI. **BUDGET:** There is no specific budget for this committee. The Scope of Work with the Consultant identifies a total of 4 meetings, both public and workshop, that would involve this Committee.
- VII. **DRAFT SCHEDULE:**
- a. Local Concerns Meeting (public) – May 21<sup>st</sup>
  - b. Committee Alternatives Workshop – on or about June 4<sup>th</sup>
  - c. Alternatives Workshop (public) – on or about June 18<sup>th</sup>
  - d. Presentation of Recommended Alternative to the Board of Selectmen (public) – about mid-July

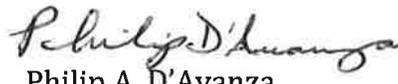
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