



## Accomack-Northampton Planning District Commission

### Transportation Technical Advisory Committee

#### MINUTES

Approved at May 22, 2018 meeting

#### MEMBERS PRESENT

**Date: March 27, 2018**

**Time: 1:30 PM**

#### Location:

**VDOT Residency Conference Room  
23096 Courthouse Road  
Accomac, VA 23301**

#### PROPOSED AGENDA:

- I. **Call to order**
- II. **Approval of Minutes:**
  1. July 28, 2017
  2. November, 28, 2017
  3. January meeting not held
- III. **Staff Update – Attendance & Contact Info**
- IV. **Unfinished business**
  - A. Revision to By-Laws as discussed in July 2017 DRAFT
  - B. Update on FLAP Phase III Southern Tip Bike/Hike Trail
  - C. Private Roads Inventory and next steps
  - D. Pedestrian Facilities Report – next steps
  - E. Multi-Modal Plan – discuss next steps
  - F. Ditch Outfalls – discuss next steps
- V. **New business**
  - A. FY19 Work plan – discuss and agree upon potential projects and goals for coming fiscal year (application due to VDOT April 13)
- VI. **Public participation**
- VII. **Next meeting – 1:30 p.m., May 22, 2018**
- VIII. **Adjourn**

Larry DiRe, Cape Charles representative  
Barbara Haxter, Accomack Airport\*  
Tim Holloway, Chesapeake Bay Bridge Tunnel\*  
Chris Isdell, VDOT Accomac Residency\*  
William Kerbin, Town of Onancock  
Susan McGhee, Northampton County\*, Chair  
Rich Morrison, Accomack County\*. Vice-Chair  
Jerry Pauley, VDOT, Alt\*.  
Ron Wolff, A-NTDC\*  
VACANT, A-NPDC\*

#### MEMBERS ABSENT:

Vanessa Cousineau, ESAAA/CAA representative  
Robert Duer, Town of Exmore  
Abra Jacobs, Center for Independent Living  
VACANT, STAR Transit  
Kelley L. Parks, Northampton County Alt.\*  
Alex Parry, Bay Coast Railroad  
Ivan Rucker, FHWA  
Lisa Sedjat, ESCSB  
Eric Stringfield, VDOT District Planner\*  
Jim West, Chincoteague\*  
Barbara Young, ESCSB, Alt\* for Lisa Sedjat

#### OTHERS PRESENT:

Stephen Johnsen, CTB, Rural at Large Member  
Karen Downing, Vice-President, Accomack  
Northampton Alumnae Chapter Delta Sigma Theta  
Sorority, Inc.

#### STAFF PRESENT:

Barbara Schwenk, A-NPDC  
Curt Smith, A-NPDC  
Keisha Wilkins, VDOT

#### NEXT 2018 MEETING DATES all at 1:30 p.m.:

May 22  
July 24  
September 25  
November 27

#### CONTACT:

Barbara Schwenk  
[bschwenk@a-npdc.org](mailto:bschwenk@a-npdc.org)  
757-787-2936 x127 Tues thru Thurs

#### FOLLOW US:

[www.a-ndpc.org](http://www.a-ndpc.org)  
\*Voting Members

Accomack-Northampton Planning District Commission  
23372 Front Street  
P.O. Box 417  
Accomac, VA 23301



Podemos ofrecer servicios de interpretación para la reunión. Por favor, llámanos tres días de anticipación para que podamos servir mejor a usted. 757-787-2936, ext. 127

- I. Call to Order – a quorum being present, Chairman McGhee called the meeting to order at 1:30 PM.
- II. Approval of Minutes – Minutes of the July 25 and November 28, 2017 meetings were accepted as presented by a motion of Morrison, seconded by Holloway and carried unanimously.
- III. Staff Report – Ms. Schwenk presented the contact information sheet and attendance record for 2018. Several corrections were noted.
- IV. Unfinished Business –
  - A. Revision to the By-Laws – It was noted in the July 2017 meeting that the by-laws were unclear as to when officers would be nominated and elected. The By-laws were amended to specify in Article IV – SELECTION OF OFFICIERS 4.2 “Nomination of officers shall be made from the floor at the first Committee meeting of each fiscal year which begins on July 1. Election of officers shall follow immediately. A candidate receiving majority vote of the entire membership shall be declared elected.” A motion to accept the revision was made by Holloway, seconded by Morrison and carried unanimously.
  - B. Update to FLAP Phase III Southern Tip Bike/Hike Trail – Schwenk reported that an RFP was advertised in January and e-mailed out to 40+ engineering firms. Five firms attended the pre-proposal meeting on February 15, and three expressions of interest were received. The firms responded were Burgess & Niple, which did Phase I and II, A. Morton Thomas, and McGill Engineering. The selection committee interviewed all three firms on March 7 and 8 and chose A. Morton Thomas with which to begin negotiations. On March 22, a scoping meeting was held and a work proposal and estimate to complete the preliminary engineering report and feasibility analysis are expected the week of March 26.
  - C. Private Roads Inventory and Next Steps – Schwenk reported that the study is nearly complete except for cost estimates, which VDOT will supply shortly. It is expected that the final report will be released no later than PMay. All unpaved, private roads were mapped and compared to the criteria for inclusion in the Rural Addition Program. Qualifying roads are at least 40 feet wide, have a platted right-of-way, and serve at least three occupied homes. Holloway questioned whether the platted ROW was still owned by the developer or by the residents in the development. A title search would need to be done in order to determine the answer to that questions, which would likely affect how the jurisdictions would prioritize the road for inclusion in the Secondary System of Roads for VDOT maintenance.
  - D. Pedestrian Facilities Report – Schwenk reported that Onancock and Eastville have expressed interest in the report and in building sidewalks where there are none now. The report was presented at the Onancock Town Council meeting on February 26, and Schwenk answered council members’ questions regarding funding for sidewalk improvements.
  - E. Multi-Modal Plan – Smith presented how the study is progressing to date. There was a great deal of discussion and questions about the methodology and data used. The proposed scoring for road segments was discussed and suggestions were made to alter it. DMV crash data (fatalities and injuries to pedestrians) was overlaid on the road segments identified by the committee and the Community Partners of the Eastern Shore back in November 2017. Both groups were asked to identify where they see people walking at least once per week on the roadways (not on sidewalks). There was a clear correlation between where pedestrians are seen and the crash data, but that would be expected.
    1. The discussion continued concerning traffic counts and which road should be included based on counts. There were suggestions to add some areas, such as the Chincoteague causeway, as the sample was too small, to expand the crash data back to 2009 for ten-year coverage, and to add symbols for destinations such as hotels, schools, etc.
    2. Originally, the Multi-Modal Plan was envisioned to be a revision to the 2014 ESVA Bicycle Plan. It was suggested that instead of adding it to the Bike Plan that it be incorporated into the Pedestrian

Facilities Report, since we are addressing pedestrians only in this study, and the infrastructure for bicycles and pedestrians are different. There was general agreement to that suggestion.

3. There was also a suggestion to get to the “why” of people walking on the roads – no vehicle available and walking to get to employment, shopping, socializing, STAR Transit stop? A survey might gather this information. No agreement reached on how to conduct a survey.

4. Trails (such as the Southern Tip Bike/Hike Trail) accommodate both bicycles and pedestrians, but the secondary roads don’t unless widened and paved. These are two different kinds of improvements, and road widening is extremely costly, therefore not likely to happen soon.

5. Smith will post the maps and the draft study on the A-NPDC webpage and advertise it on its Facebook page. Feedback will be solicited. Two members of the TTAC will work with Smith on continuing the study. Tim Holloway and Jerry Pauley/Eric Stringfield.

F. Ditch Outfalls – Discussion with VIMS staff on how to use the high-resolution LiDAR data have been held, and VIMS agreed to make maps of roadside ditches and elevations. It was suggested that Bob Savage of Accomack County also be consulted for this study. The study will identify road outfalls relative to tidal levels and areas where stormwater flooding occurs.

V. New Business

A. FY19 Work Program – Schwenk listed the “required” tasks set forth by VDOT for the State Planning Funds and those suggestions made by Eric Stringfield for the “optional” tasks.

1. The Rural Long Range Plan update work will begin in the next fiscal years, and it is required that each funding recipient include the update in its work program.

2. Continue to work on the Pedestrian Study – refine and complete

3. Continue to work on Ditch Outfall report

4. Provide technical assistance to both counties to develop SmartScale projects based in the Route 13 Safety Study. This has to happen quickly, as the pre-apps are due June 1. Look for “low-hanging fruit” that could be implemented quickly.

5. Help jurisdictions with Transportation Alternatives Program applications (two-year cycle).

6. Shift focus to implementing projects that have already been identified and studied. What can we make happen in FY19?

Schwenk and Smith will work with VDOT to develop the FY19 Work Program according to Committee input and priorities.

VI. Public Participation – Steve Johnsen, CTB, commented on funding and planning of transportation projects at the Commonwealth as well as local level. Karen Downing is interested in mass transit on the Shore, as that is part of her sorority’s mission.

VII. Next Meeting – May 22, 2018, 1:30 pm. Location TBD.

VIII. Adjourn – the meeting was adjourned at 3:40 p.m. by motion of Isdell and carried unanimously.