

MINUTES
NETC ADVISORY COMMITTEE MEETING

DATE: November 18, 2014
TIME: 11 AM – 12 PM
LOCATION: Conference Call (605) 781-1000, Participant Access Code: 867375#

ITEMS

1. **Call to Order:** Amanda Hanaway-Corrente, NETC Coordinator, called the meeting to order at 11:05AM. The following people were in attendance:

NETC Coordinator:

Amanda Hanaway-Corrente, UVM
Laurie Eddy, UVM

Others:

Chris Jolly, FHWA – VT
Erik Shortell, FHWA – CT
Mike Sock, RIDOT
John Collura, UMass

2. **Minutes of October 28, 2014 Meeting:** We did not have enough voting Advisory Committee members to make any business decision at this meeting. We will table the approval of the 10/28/14 meeting minutes to the December meeting.
3. **Open Project Summary Table:** A. Hanaway presented the Open Projects Summary table, which is attached to these meeting minutes. Most projects are progressing as planned. Major updates include:
 - a. NCE requests for NETC 06-4, 10-3. The NETC 06-4 Technical Committee recommended that the No Cost Extension be approved. One of the reasons for the time extension request is to allow more time for monitoring newly placed projects. The Technical Committee was concerned about not having enough time to observe the pavement deterioration patterns of pavement preservation projects when the monitoring of new pavement preservation projects begins now and ends in 2016. To limit the length of this project while still achieving the goals, it was decided that the Technical Committee members will provide data on 10 year old pavement preservation projects of different types. Technical Committee members will provide whatever information is available, such as the last automated pavement condition survey before the treatments were placed, as well as from each time a survey was done since the treatments were placed. If a state has been specifically monitoring these types of treatments over the last 10 years, the Technical Committee member should provide any monitoring data that is available. Newly placed pavement preservation projects should also be included if data exists. This additional information, in conjunction with the No Cost Extension, should allow us to achieve the goals of the project. Since we did not have enough voting Advisory Committee members to make any business decision at this meeting, Amanda will issue a ballot after we return from Thanksgiving. The NETC 10-3 Technical Committee reviewed the No Cost Extension request and advised the Principal

- Investigator to hold off on the request for now. The project delay is attributed to a delay in the delivery of the test mixes from the plants. The Technical Committee recommended that we wait until the test mixes are delivered because at that point we will have a better understand of how much time is needed to complete the project.
- b. NCE requests for NETC 13-1, 13-2. This item has been carried forward from previous meetings. Both of these projects will require a NCE once we have the extension processed for the NETC Coordinator's contract, which is currently set to end on 4/1/16. The NETC 13-1 and 13-2 proposals listed project end dates beyond 4/1/16, but cannot be processes as such until the Coordinator's contract is extended. It might take a little while for VTrans to process the NCE, so we are tracking this task on monthly meetings.
 - c. NETC 14-3, Recommendation from the Technical Committee. Amanda reported that the The Technical Committee for NETC 14-3 recommends that the project be cancelled in leui of NCHRP12-100 "Guidelines for Maintenance and Repair of Small Movement Bridge Expansion Joints", which covers the same topic. It may be necessary in the future to develop an NETC project that, for example, compiles the results of the NCHRP12-100 project into a user-friendly guideline that is specific to New England. We recommend revisiting this discussion after the results of NCHRP12-100 are published. Since we did not have enough voting Advisory Committee members to make any business decision at this meeting, Amanda will issue a ballot after we return from Thanksgiving.
 - d. NETC 14-4, Scope of Work document for review and approval. The Technical Committee drafted the Scope of Work document and it is ready for Advisory Committee review and approval. Since we did not have enough voting Advisory Committee members to make any business decision at this meeting, Amanda will issue a ballot after we return from Thanksgiving.

Action Item: Amanda to issue ballots for NETC 06-4 No Cost Extension, NETC 14-3 Project Cancellation, and NETC 14-4 Scope of Work.

- 4. **Peer Review of Dr. Azari's research:** Amanda reported that 10+ people joined the conference call to discuss questions for Peer Review of Dr. Azari's iRLPD procedures. The meeting notes were summarized and sent to the Advisory Committee for final approval. The notes include the list of questions and recommendations for who the reviewers should be. Amanda will forward the notes to the Advisory Committee one more time and request final approval.

Action Item: Amanda to send the meeting notes for Dr. Azari's research to the Advisory Committee one last time for final approval.

- 5. **New Coordinator RFP:** Amanda reported that the last time she heard an update, the Advisory Committee were reviewing a revised draft of the previous RFP package. Jim and Bill were not on the call to provide an update, but Amanda will follow-up with them via email.

Action Item: Amanda to follow up with Jim and Bill for an update on the NETC Coordinator's RFP.

- 6. **Fund Balance and Transfers:** The NETC Coordinator reminded states to make FY14 commitments and to transfer the SPR-3(089) funds.
 - a. Transfers for FY14 have been received from: CT, MA, RI, VT
 - b. Transfers from SPR-3(089) have been received from: CT, MA, VT

- c. Transfers can now be processed: ME, NH, and RI contributions and transfers needed. There was a time between August and October that Transfers were not processed, but this service is now available again.
- d. Carry balance forward to 2015 or approve more projects in 2014? Amanda reviewed the three notes above, but this question was tabled until a future meeting. We are waiting until all the funds from the previous Pooled Fund accounts are transferred.

7. General Updates and Reminders:

- a. Update on Action Items Amanda just reminded everyone that a summary spreadsheet of archived action items is attached with every meeting agenda email.
- b. Update on close out of TPF-5(201). Erik Shortell was on the call and provided the update that the account is finally reconciled. Erik is planning to meet with Eloise and Jim Fallon one last time before the close out is complete.
- c. Reminder to send Amanda any implementation of NETC research. This is a general reminder that Amanda tracks all the implementation success stories from all NETC projects.
- d. Did everyone meet with Policy Committee members using Memo and Ballot? VT and MA are still working on this, but the group was comfortable moving forward with a quorum (RI, ME, NH, CT).

Action Item: Erik Shortell to meet with Eloise and Jim Fallon one last time before the close out is complete.

8. Other (if time permits):

- a. No Cost Extension for NETC Coordinator's contract. See section 3 above for more information. It might take a little while for VTrans to process the NCE, so we are tracking this task on monthly meetings.
- b. New NETC Logo (better resolution). The UVM TRC Outreach Professional asked if we could use a better resolution logo for outreach. Mike Sock asked if the new logo was in a vector format, and Amanda replied "yes". The vector format allows for the logo to be printed at a large scale, like for a banner. Further discussion planned for the next meeting.
- c. RFP for 14-4. John Collura asked how long the RFP is open, which is usually 6 weeks. He recommended that the proposals be due the first week of February to account for the holiday break schedule.

9. Adjourn: Next Meeting – December 16th, 2014

For Fund Balance and Transfer Discussion:

	Project	Travel
a. TPF-5(222)	1,471,619.55	25,000
i. Plus ConnDOT 2014 contributions	100,000.00	5,000
ii. Plus MassDOT 2014 contributions	100,000.00	
iii. Plus RI DOT 2014 contributions	100,000.00	10,000
iv. Plus VTrans 2014 contributions	100,000.00	
v. Plus ConnDOT Transfer (from SPR-3(089))	88,771.38	
vi. Plus MassDOT Transfer (from SPR-3(089))	101,453.00	
vii. Plus VTrans Transfer (from SPR-3(089))	101,453.01	
viii. Minus some travel reimbursements		- 1,365.87
		- 1,638.70
ix. Minus 2012 NETC Coordinator Fee	- 179,344.49	
x. Minus 2013 NETC Coordinator Fee	- 179,344.49	
xi. Minus 2014 NETC Coordinator Fee	- 179,344.49	
	1,625,263.47	36,995.43
		(1,662,258.90 combined)
b. TPF-5(201)	650,000	15,000
xii. Minus Project Expenses and Travel Expense	- 204,881.44	-12,689.01
	445,118.56	2,310.99
		(447,429.56 combined)
c. SPR-3(089)	4,906,551.38	10,000
xiii. Minus Project Expenses and Travel Expense	- 4,286,392.27	- 11,564.37
xiv. Minus Transfers to TPF-5(222)	- 291,677.39	
	328,481.72	- 1,564.37
		(326,917.35 combined)
d. BALANCE/TOTALS from all three pooled funds	2,398,863.75	
37,742.05		
xv. Minus Cost for 06-4,07-1,09-2,09-3,10-3	- 836,221.00	
xvi. Minus Cost for 13-1, 13-2, 13-3	- 524,708.00	
	1,037,934.75	
xvii. Minus 2015 NETC Coordinator Fee	-179,344.49	
	858,590.26	
e. With 2014 contributions:		
xviii. ME, NH, to be obligated	+200,000.00	
	1,058,590.26	37,742.05

Note 1: The entire four-year NETC Coordinator contract fees are represented above in a-ix., a-x., a-xi., and d-xvii.