

**MINUTES
NETC ADVISORY COMMITTEE MEETING**

DATE: February 24, 2015
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:

Advisory Committee:

Bill Ahearn, VTrans
 Colin Franco, RIDOT
 Ann Scholz on behalf of Glenn Roberts, NHDOT
 Patrick McMahon on behalf of Stephen Pepin, MassDOT
 Chris Jolly, FHWA – VT

University Representatives:

Per Garder, UMaine

NETC Coordinator:

Amanda Hanaway-Corrente, UVM

Others:

George Colgrove, VTrans
 Kevin Mahoney, ConnDOT
 Michael Sock, RIDOT

- 2. Oct 28, Nov 18, Dec 16, and Jan 27 Meeting Minutes:** In an effort to move past these archived meeting minutes, MA and NH provided proxy votes that will be confirmed after the meeting.

Motion: To approve the meeting minutes from Oct 28, Nov 18, Dec 16, and Jan 27.

By: Patrick McMahon

Second: Bill Ahearn

Discussion: None

In Favor: All

Opposed: None

- 3. Open Project Summary Table:** The Open Projects Summary Table was presented and reviewed, see attached. The following table and notes summarize the open action items for the projects:

	Open Ballots				
	06-4	14-1	14-2	14-3	14-4
VT	In favor			In favor	In favor
NH	In favor	In favor	In favor	In favor	In favor
ME	In favor	In favor	In favor	In favor	In favor
CT	Opposed	In favor	In favor	In favor	In favor
MA				In favor	
RI	In favor	In favor	Opposed	In favor	Abstain

Note: MA and VT provided their ballot responses and are in favor of all ballots listed in the table above. With that, we have a quorum in favor of all the open ballots.

- a. NCE request for NETC 06-4.** Officially Approved. Amanda will work with UVM’s contract department to process the NCE for NETC 06-4.

- b. NCE requests for NETC 13-1, 13-2. Bill Ahearn submitted the No Cost Extension letter to UVM. The Coordinator's contract end date will be 4/1/2018. Amanda will work with UVM's contract department to process the NCE for NETC 13-1 and 13-2.
- c. NETC 14-1, Technical Committee Recommends UMass Proposal be funded. Officially Approved. Amanda to begin the contract execution process with UMass.
- d. NETC 14-2, Technical Committee Recommends UMass Proposal be funded. Officially Approved. Amanda to begin the contract execution process with UMass. Also, Bill noted that VTrans is developing a new research problem statement with respect to retrofitting ledge cuts for bat habitats.
- e. NETC 14-3, Recommendation from the Technical Committee to drop the project. Officially Approved. Amanda to take this project off the books.
- f. NETC 14-4, Scope of Work document for review and approval. Officially Approved. Amanda to solicit the Request for Proposals.

Action Item: Amanda to work with UVM Contracts department to process NCE for 06-4, 13-1, and 13-2.

Action Item: Amanda to begin the contract execution process with UMass for NETC 14-1 and 14-2.

Action Item: Amanda to take NETC 14-3 off the books.

Action Item: Amanda to solicit the NETC 14-4 Request for Proposals.

4. **Peer Review of Dr. Azari's research.** Amanda contacted Dr. Azari and the list of peer reviewers with the list of questions that were developed by the subcommittee. The following have already agreed to perform a peer review: Walaa Mogawer, Jo Sias Daniel, Jim Mahoney, and Rajib Mallick. The Advisory Committee requested that Amanda check in with Thomas Bennert to see if he is interested in participating in the peer review. Also, they requested that Amanda determine when the peer reviews will be available.

It was also noted that the AASHTO Advanced Pavement Research Laboratory (AAPRL) is closing soon. All work at that lab will discontinue soon. It looks like the equipment will go to Turner Fairbanks. Dr. Azari is trying to work with the University of Maryland to lead a pooled-fund to carry out some of the research to completion. She is requesting \$100K for 2 years. The NETC Advisory Committee generally supports funding this effort, but they want to wait until the results of the peer review are available. Additionally, Chris Jolly noted that the NETC could transfer funds to another pooled-fund, but it would need to have an established lead organization first. Therefore, we must also wait to see if the University of Maryland will lead the pooled fund. Bill Ahearn offered to try and find out what the urgency is for making a decision on funding.

Action Item: Amanda to check in with Thomas Bennert to see if he is interested in participating in the peer review.

Action Item: Amanda to determine when the peer reviews will be available.

Action Item: Bill Ahearn offered to try and find out what the urgency is for making a decision on funding the work from AAPRL that may continue at the University of Maryland.

5. **New Coordinator RFP.** Bill provided an update on this process: The draft RFP has been reviewed by VTrans contracts department. Bill expects to issue the RFP within the next few weeks.
6. **Fund Balance and Transfers:** The NETC Coordinator reminded states to transfer the SPR-3(089) funds. The Advisory Committee asked Amanda to put together a report for the next meeting. The report should project the timing of contributions and transfers to we can see the worst case scenario for available funding.

- a. Transfers for FY14 – Complete!
- b. Transfers from SPR-3(089) - ME and RI still needed

Action Item: RI to check on the status of their SPR-3(089) transfer.

Action Item: Amanda prepare forward looking funding report.

	Contributions to TPF-5(222)	
	2014	Transfer from SPR-3(089)
VT	Submitted	Submitted
NH	Submitted	Submitted
ME	Submitted	In process
CT	Submitted	Submitted
MA	Submitted	Submitted
RI	Submitted	Submitted?

7. **General Updates and Reminders:**

- a. Update on Action Items. This is a general reminder that Amanda tracks all action items in case someone is curious about a particular one.
- b. Update on TPF-5(201). ConnDOT met with FHWA-CT to review the close out report. ConnDOT requested a more succinct close out report. FHWA-CT is still working on it. Amanda to follow-up with Jim Fallon.
- 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. NH submitted a list of their in-house implementation efforts for NETC projects. The format was very well done and all other states are encouraged to use that format, which is linked from: <http://netc.w3.uvm.edu/file-transfer/february-24-2015-netc-advisory-committee-meeting/>
- 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: Amanda to follow-up with Jim Fallon regarding the TPF-5(201) close out report.

8. **Other (if time permits):**

- a. New NETC Logo (better resolution). No one on the call had a problem with using the new logo, but it was recommended that we wait until after the next AC meeting given the low number of people on the call. For now, RI, MA, and VT have approved the new logo.
- b. RPS due date – currently Jan. 30th. The last few submissions will be from MassDOT, who plans to send the RPSs later this week.
- c. Outlook meeting invites. The Outlook meeting invites have been well received. Amanda will continue to use the Outlook meeting invites for future meetings.
- d. Chairperson. Looking at the spreadsheet of previous chairpeople, it appears that NH might be next on the list. However, NH is transitioning the Advisory Committee member

role. It was decided that RI, MA, and VT would have a side conversation to try and determine who should be the next Chairperson.

Action Item: RI, MA, and VT to have a side conversation to try and determine who should be the next Chairperson.

9. Adjourn: Next Meeting – March 24th, 2015

Motion: To adjourn the February meeting.

By: Colin Franco

Second: Pat McMahon

Discussion: None

In Favor: All

Opposed: None

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.