

**DRAFT MINUTES
NETC ADVISORY COMMITTEE MEETING**

DATE: December 1, 2015
TIME: 11:00 a.m. – 12:00 p.m.
LOCATION: Conference Call 1-866-906-7447, Participant Access Code 8626283

AGENDA ITEM

1. **Call to Order:**, NETC Coordination Team, called the meeting to order at 11:05 a.m. The following people were in attendance:

State Transportation Agencies				A = Attended X = Absent			
Michael Connors – CT	X	Curtis Bradley – MA	X	Dale Peabody – ME	A	Ann Scholz – NH	A
Colin Franco – RI	X	Bill Ahearn - VT	X				
Others				A = Attended X = Absent			
Michael Sock #– RI	A	Dionysia Oliveira - CT	X	Bradley Overturf # - CT	A	Steve Woelfel – MA	X
Elizabeth (Beth) Klemann- NH	A			Eloise Powell	X	Erik Shortell	X
Christopher Jolly - FHWA	A						
University Representatives				A = Attended X = Absent			
Eric Jackson – UCONN	A	Per Garder - Maine	X	John Collura - UMASS	A	Jo Daniel - UNH	A
Deborah Rosen – URI	X	Eric Hernandez - UVM	X				

NETC Coordinators				A = Attended, X = Absent			
Laurie Eddy	A	Jacob Leopold	A				

Voting Authority on file to act on behalf of state Advisory Committee Member

Discussion:

2. Approval of minutes, October 27, 2015

Motion to approve: Ann Scholz
 Seconded: Michael Sock
 In-Favor: All
 Opposed: None

3. NETC Coordinator RFP

Discussion: UVM is looking at the current No-cost extension of the contract and how work can be continued under the current NCE. With the end of the coordination contract set at 4/2/2016, the NETC Coordination Team at UVM will be reassigned internally at UVM in April. The contracts set up through UVM's coordination contract can be continued, but no management (financial) of the projects will be conducted during that lapse. The NETC Coordination Team will meet with UVM's Sponsored Project's Office to discuss how subcontracts can be continued without a coordinator contract and whether the University will assume said risk. Additionally there is concern about the timing of RFP and the timing of contract execution as to whether there will be continuity in the Coordinator Contract. There is frequently a minimum amount of time an RFP must be open for solicitation, as well as the significant time associated with negotiating a contract.

The issue of whether the NETC should continue given the current staffing cycles at the NE DOTs was raised. This is an ongoing discussion to be had with the Advisory Committee as well as all eventualities. Based on the nature of that discussion the NETC Coordination team will set up a conference call for the NETC Advisory Board. The NETC Coordination Team will also set up a list of items to be addressed in closing out the NETC should that eventuality arise.

Action Items:

- 1) NETC Continuity conference call to be scheduled by NETC Team.
- 2) Prior to that NETC Closeout Items should be prepared (allow projects to run their course).
- 3) Dale Peabody to reach out MassDOT about possible NETC representative.

4. NETC Fund Balance, Transfers and 2015 Contributions

Discussion:

- **2016 Transfers** are on hold per FHWA, email from Chris Jolly. All transfers are on hold.
- **Update on SPR-3(089)** –Chris Jolly reported that the ME transfer is in the works. The funds had not been received in VT as of 10/27, but the transfer is in process. Will look for it in November. Dale Peabody to follow up with ME Finance.
- **Update on TPF-5(201)** – As per the last meeting's information, the close out of TPF-5(201) would require the release of funds back to the five states that contributed. Chris stated that the total to be transferred is a little over \$496,000. States should be on the lookout for the funds to be returned to them in the coming two weeks (it did not come in the first two weeks of November, but will be in process shortly once the FHWA financial system is back online – CT, ME, NH, NY, and VT will be receiving funds). They will need to be obligated to the current TPF-5(222).
- **2015 Contributions** – CT and VT have made their transfers, NH's transfer is partially completed and they are aware of the issue. Contributions are still needed from MA, ME & RI. All contributions for Fund Balance transfers are on hold pending the restoration of FHWA's Financial System.

Action Items: None

5. Open Ballots:

	CT	MA	ME	NH	RI	VT
2015 Research Program	X		X	X		

Discussion: None

6. Quarterly Reports

a. Project updates:

- i. 06-4 Preventative Maintenance and Timing of Applications –
No progress reported
- ii. 07-1 In-Place Response Mechanisms of Recycled Layers Due to Temperature and Moisture Variations –
Continuing on schedule with analysis of FWD (falling weight deflectometer) test data, the research team will be comparing the estimated values from the back calculation with the estimated values from the FWD deflection and they also plan to begin drafting their final report.
- iii. 09-2 Effective Establishment of Native Grasses on Roadsides –
Continuing on schedule with weekly visits to sites as well as visits to Ernst Conservation Company, Iowa DOT and a DOT workshop presentation
- iv. 09-3 Advanced Composite Materials: Prototype Development and Demonstration –
No progress reported
- v. 10-3 Low Temperature and Moisture Susceptibility of RAP Mixtures with Warm Mix Technology –
HMA User/Producer survey drafted and distributed
- vi. 13-1 Development of High-Early Strength Concrete for Accelerated Bridge Construction Closure Pour Connections –
No progress reported this quarter
- vii. 13-2 HMA Mixtures Containing Recycled Asphalt Shingles (RAS): Low Temperature and Fatigue Performance of Plant-Produced Mixtures –
HMA User/Producer survey drafted and distributed
- viii. 13-3 Improved Regionalization of Quality Assurance (QA) Functions –
Project continued on schedule review the QA process of NE State DOTs and two more agency visits were conducted (MA and VT). Some early findings were established.
- ix. 14-1 Measuring the Effectiveness of Competency Models for Job-Specific Professional Development of Engineers & Engineering Technicians –
The first technical committee meeting was held in November where the products of Task 1 were to be reviewed.
- x. 14-2 Investigation of Northern Long Eared Bat Roosting Sites on Bridges –
Preliminary evaluation of thermal imaging from one bridge and have performed the initial screening of data. They plan to continue analysis of Summer 2015 data and have distributed their scope of work for Summer 2016.
- xi. 14-4 Optimizing Future Work Zones in New England for Safety and Mobility –
Kick off meeting held and the literature review has begun.
- xii. 15-1 Use of Forested Habitat Adjacent to Highways by Northern Long Ear Bats –
RFP has issued, not comments/questions received to date
- xiii. 15-3 Moisture Susceptibility Testing for Hot Mix Asphalt Pavements in New England – RFP has been issued, one comment/question directed to the Technical Committee

7. Other Business

• PI Performance Evaluation Form Draft

Discussion:

The Advisory Committee will review the draft process and provide feedback to the Coordination Team. The coordination team will collect feedback and provide a second draft prior to the next meeting. As well as include it in the next meeting's agenda. The Coordination team will issue the current RFPs (15-1 and 15-3). The PI Performance Evaluation will not be included in the 2015 Research Program. A revised PI Performance Evaluation Form will be drafted with an added section for the Technical Committee Chair to address how the project provided a benefit (financial, productivity, best practice) to the State DOTs.

This evaluation form and its process will be tabled pending the outcome of the NETC Furtherance discussion.

Action Items: None

- **NETC Lead State**
 - Tabled until NETC Furtherance Discussion
- **NETC Advisory Committee Chair**
 - Tabled until NETC Furtherance Discussion
- **NETC Traffic Management Meeting**
 - Tabled until NETC Furtherance Discussion

8. General updates and reminders:

- There is no update on the 05-2 Reimbursement.
- 15-2 TAC is meeting, the naturalist driving study is a slightly larger topic than was expected, but they are making headway.

Action Items: None

9. Adjourn

Motion to approve: Ann Scholz

Seconded: Dale Peabody

In-Favor: All

Opposed: None

Next Meeting – Tuesday, January 26, 2016 Conference Call 11:00 AM – 12:00 PM