

Northeast Association of State Transportation Officials

2013 NASTO Board Meeting *Draft* Minutes
Sunday, June 9, 2013
NASTO Annual Meeting, Portland, Maine
3:30 P.M. – 4:45 P.M.

The following handouts were e-mailed prior to the meeting to all NASTO Members:

- BOD Agenda
- February 14, 2013 – Conference Call Minutes
- June 9, 2013 – Treasurer’s Report
- April 3, 2013 – Air Quality Committee Minutes
- NASTO Fund Proposals
- NASTO Website RFP Responses

Welcome & Roll Call

NASTO President James Redeker (CT) opened the Board meeting with a roll call. The following states/provinces sent a Board member or alternate representative: CT, DE, NY, DC, ME, MD, NH, PA, RI, MA, NJ, VT, Quebec, and Ontario. A quorum for voting was established. Notably, Anne Stubbs (CONEG), Bud Wright (AASHTO), Joseph Giglio (Northeastern University), and Robert Powers (Northeastern University), were in attendance. A complete list of attendees is attached.

President Redeker welcomed all to the meeting and offered thanks to everyone for their support in making this past year a very enjoyable experience. He also offered congratulations to the next NASTO President, Chris Clement (NH), and was looking forward to “handing over the responsibilities” to such a capable person.

Minutes & Reports

President Redeker asked for any comments with regard to the draft minutes from the February 14, 2013 conference call. With no further comments or discussion, President Redeker solicited for a motion to approve. ***Motion received, seconded and the minutes were so approved.***

Treasurer Michael Baker (PA) presented the key financial activities since the last Board of Directors meeting in Pittsburgh, PA on November 7, 2013. He identified a current cash balance of approximately \$288,833 which included \$88,833 cash-on-hand plus two \$100,000 certificates of deposit. Mr. Baker also reported that the 2012-13 membership dues invoices

were mailed in January and that all dues have been collected except for two states. A reminder was sent out for those dues in arrears on April 15, 2013. Mr. Baker also advised that \$30,000 was sent to the conference planner (as a starter) to cover member subsidies. On another note, Mr. Baker reminded all incoming NASTO officers that they will need to sign a conflict of interest statement as required by NASTO bylaws and the IRS.

President Redeker solicited for a motion to approve the treasurer's report. ***Motion received, seconded and so approved.***

Next, Mr. Baker reported that the Air Quality Committee met on April 3, 2013 at the offices of the Delaware Valley Regional Planning Commission. (Minutes from that meeting were sent out prior to BOD meeting). Mr. Baker indicated that the Air Quality Committee is NASTO's longest serving committee at over twenty years and noted that the group meets once a year to discuss issues of interest in the "air quality, energy, greenhouse gas, climate change arena". He invited any states not presently participating to join the committee.

Business Items

2014 Annual Meeting in Portsmouth, New Hampshire

Commissioner Clement provided a brief update for next year's annual meeting to be held in Portsmouth, New Hampshire, June 8th-10th. (Sheraton Harbor Hotel) Mr. Clement remarked that the planning was going well and that next year's theme will focus on "Innovation - Bridge to the Future". Similarly, this theme is keeping in line with FHWA's initiative for innovation and will investigate some of the creative ideas/concepts being utilized in the transportation industry.

Another focus for the upcoming year will be how states can leverage relationships in order to save money. Mr. Clement referred to Professor Giglio's presentation which explored group purchasing and its advantages. Mr. Clement stated that "one goal for NASTO should be to purchase one or two commodity items together, in bulk, whether it be road salt, glass beads, guard rail, tires, trucks... which will be much more cost effective".

Delegates will also enjoy a boat cruise on the Piscataqua River and tour two nearby bridge projects on which New Hampshire DOT and Maine DOT have partnered together to repair/replace. (Memorial Bridge & Sarah Mildred Long Bridge).

Vice-President

Commissioner Chris Clement nominated Secretary Shailen Bhatt (DE) as NASTO Vice-President for the 2013-2014 year. ***Motion received, seconded and approved.***

SCORT

President Redeker noted that NASTO does not have a SCORT (Standing Committee on Rail Transportation) representative and introduced the matter for discussion/comments. Mike Lewis (RI) recognized the value of this type of representation and stated that the “more representation the better”. Secretary Bhatt nominated Delaware’s Brett Taylor as a candidate citing his good work with the Northeast Corridor Commission (NEC). President Redeker asked for a motion to appoint Mr. Taylor to the committee. ***Motion received, seconded and approved.***

NASTO Website

Philip Scarrozzo (CT, NASTO Secretary) reported that the re-design of the NASTO website is progressing nicely. The RFP was advertised in April of this year resulting in forty-one inquiries and twenty-nine formally submitted proposals received by the May cut-off date. The proposals were evaluated by an IT committee who compiled a short list of three submittals. Selection of a finalist will be made within two weeks and a new website should be launched by the end of the summer.

Mike Lewis inquired as to the annual cost for maintaining the website. Mr. Scarrozzo reported that the average cost ranged from \$1K to \$3K per year but also added that the website was being designed with a “user friendly” platform so it could be maintained in-house if so desired.

A beta version of the website will be released to all NASTO members for a two week review and comment period before final acceptance.

Northeast DOT Procurement

George Campbell (Lexden Capital) introduced Professor Joseph Giglio from Northeastern University who spoke on group purchasing opportunities for state DOTs. This initiative was first explored when Mr. Campbell was Commissioner of New Hampshire and was reintroduced by Commissioner Clement. To summarize, “the presentation explored the concept and applications of group purchasing involving multiple members, discussed the major advantages and challenges of different group purchasing approaches, and suggested follow-up steps that NASTO could take to further define and test the concept for application by its members”.

[See attached Presentation]

NASTO Funding Needs Solicitation

A solicitation was sent out to the member states seeking proposals on how to utilize some of NASTO's excess funds. Nine proposals were submitted (see attachment) and President Redeker opened the floor for discussion, particularly to those states that submitted proposals.

Mike Lewis endorsed utilizing the excess reserves to fund a bulk purchasing pilot study as proposed in Professor Giglio's presentation. He deemed it was a "very good use of resources to explore this subject as its advantages can save the member states money at a time when resources are scarce."

Secretary Bhatt confirmed the pilot study had merit but identified proposals six and nine as having much "commonality" and "value". He recommended any additional funds be utilized to focus on "storm preparedness and how we deal with things".

Scott Christie (PA) agreed with Secretary Bhatt because Pennsylvania had so many storm related issues due to the lack of multi-state coordination. He stated that "doing something along these lines is critical right now".

Karen Songhurst (VT) suggested that Vermont's study on lessons learned could be added to any future study with regard to storm preparedness.

President Redeker asked Mike Baker how much funding is needed annually to run operations. Mike confirmed that NASTO needs \$50K to \$60K to conduct routine business for the organization. He identified the following tasks as being routine business items:

- Providing seed money to the host conference state
- Distributing funds for the member subsidy
- Paying for tax accountant services
- Other miscellaneous expenses

With regard to the effort on bulk purchasing, Secretary Lewis suggested putting a sub-committee together of NASTO volunteers in order to "start brainstorming at the state level to define the scope of work before we contemplate bringing a consultant on board".

With regard storm preparedness, Secretary Bhatt offered that "the I-95 corridor coalition would be willing to contribute some funds to the study as well so that it wouldn't be funded solely by NASTO." A detailed scope of work is needed to define the individual tasks and determine funding responsibilities.

President Redeker summarized the next “formal actions” as follows:

- A meeting for those states interested in scoping out the bulk purchasing initiative (New Hampshire to take the lead)
- Vermont, Pennsylvania, Rhode Island, and Delaware will work together to prepare a scope and budget for an emergency response/coordination study (combination of proposals 6 & 9). Secretary Bhatt will coordinate with I-95 corridor coalition.
- Mr. Baker will investigate the timing of the CD’s maturity so that the Board knows exactly when the money is available.

President Redeker noted that “no action will be taken to fund any activities at the moment”, but will take it up for discussion when scopes and budgets are developed.

Mike Lewis suggested that the AASHTO meeting in Denver should be the next forum to continue this discussion with the aforementioned committees. President Redeker agreed and asked everyone to be prepared to discuss the particulars (scope & budget) at the October Annual meeting in Denver, CO.

CONEG Update

Ann Stubbs provided a brief update with regard to the happenings in Congress. She stated that CONEG continues to interact with the Northeast Corridor’s (NEC) futures study and asked that all members “push the case” in order to help move this initiative forward. She reiterated that “it is absolutely critical to get more money for this study, before funds run out, so we can get the EIS completed which enables the NEC to compete for large scale federal projects in the future”.

Ms. Stubbs stated that CONEG is available to work with and support the northeast corridor states to ensure that liaison and communication is effective between the states and the sub-committees. She also stated that CONEG is available to assist with regard to the development of the state/Amtrak relationship. With that in mind, CONEG continues to monitor the Passenger Rail Investment and Improvement Act (PRIIA) authorization. She reminded everyone that there are several components in the act that are very important to the northeast.

CONEG continues its work with NASTO on a series of regional workshops on lessons learned with regard to disaster assistance. Ms. Stubbs commented that some promising steps have resulted from these meetings including getting FEMA and the other federal agencies moving towards developing continuity in the application/forms process. Additionally, CONEG will continue discussions with the NASTO states and the transportation committee on some of the MAP-21 financing options that have “regional specificity” and will build on the work that AASHTO has already done on its own.

Finally, Ms. Stubbs reminded the New England states that the Governors and Premiers will be meeting in Quebec (September) to discuss a final report (and action plans) addressing air quality and climate change. This report is primarily the work of the state's environmental agencies but it does have a transportation component. Ms. Stubbs identified two states that have yet to submit any information (or a plan) with regard to what they are doing to address these issues. She will be reaching out to them to get that done.

With time running short a state-by-state roundup did not take place. The meeting was adjourned at 4:45 P. M.