

**Martin County Comprehensive Transportation Plan
Steering Committee Meeting #1
Martin County Government Offices, Williamston NC
Wednesday March 11, 2015 - 6:00 pm.**

Attendees:

- ✓ **Bryant Buck – Mid-East RPO Planner/Mid-East Commission**
- ✓ **Justin Oakes – Mid-East RPO Planner/Mid-East Commission**
- ✓ **Carlos Moya-Astudillo – NCDOT – Transportation Planning Branch (TPB)**
- ✓ **Behshad Norowzi – NCDOT – Transportation Planning Branch (TPB)**
- ✓ **Jackie Gilliam – Citizen, Jamesville**
- ✓ **Kathleen Devur – Retired Martin County Health Department Director, Jamesville**
- ✓ **Bill Smith – Citizen/Retired Local Planner**
- ✓ **Jeff Haslip – Town Commissioner, Oak City**
- ✓ **Nancy Winslow – Citizen, Oak City/Hamilton**
- ✓ **Brent Kanipe – Planning & Development Director, Town of Williamston**
- ✓ **Eric Pearson – Town Administrator, Town of Williamston**
- ✓ **David Bone – County Manager, Martin County**
- ✓ **Frank Halsey – Martin County Transit**
- ✓ **Lula Council – Mayor, Town of Parmele**

- ❖ Bryant Buck welcomed the Committee and informed them that Martin County was beginning its Comprehensive Transportation Plan (CTP). He acknowledged that many on this Committee also served on the committee for the Land Use Plan, which was needed to begin a CTP. Bryant asked everyone to go around the room and introduce themselves.
- ❖ Carlos Moya introduced himself and thanked everyone for being there; said that this Committee would work for about two years, with Bryant serving as the primary contact along with Gretchen Byrum from NCDOT Division 1. Carlos explained that there would be two efforts within the plan: a Trend Analysis of the Martin County and a Transportation Travel Demand Model of the Town of Williamston.
- ❖ David Bone asked about the inclusion of the Airport; Carlos responded that aviation was not at the core of a CTP, but aviation will be incorporated in the Martin County CTP plan.
- ❖ Carlos said that the Committee would typically meet each month at the same time, but there would be a few months during the process that the Committee would not need to meet; Bryant said that Committee would set a date each month and have that as a placeholder in everyone's schedule.
- ❖ Carlos explained to the Committee what a Comprehensive Transportation Plan is, stating that the CTP will identify existing and future deficiencies, with the elements being examined including Highway, Transit/Rail, Bicycle, and Pedestrian; and will

provide information and data to help guide future transportation needs, which can help examine project development.

- ❖ Carlos said the Committee would establish a Community Vision Statement/Goals/Objectives; then a Community Survey would be conducted; Committee would also choose tools and data needs; Committee would also need to determine Roles and Responsibilities each member would play, including a champion to lead survey development, distribution, and administration.
- ❖ Carlos explained that the data that is collected will be analyzed, projected out, and that these projections will need endorsement from the Committee as well as the County, if needed. From analysis of data, deficiencies will be identified and alternatives recommendations developed. These recommendations would make up the plan, which would then need to be adopted by the County, as well as all of its municipalities, the Mid-East Rural Planning Organization, and NCDOT Board of Transportation.
- ❖ Carlos pointed out that a CTP does not promise to build a road, and it does not determine a pinpoint location of new roads; Bryant added that this plan was needed as without a project being included in a planning document, it cannot compete in the Project Prioritization Process. Carlos added that if there is a need for a project that does not currently exist, it needs to be addressed and included in the CTP so that it can be up for inclusion in the Statewide Transportation Improvement Plan (STIP), which is a 10-year plan.
- ❖ Carlos pointed out that the CTP is a 25-30 year document; he added that it allows for local priorities to be addressed, better integration of Land Use planning into transportation planning, and can serve as a guide to future development and transportation decisions.
- ❖ Carlos provided the Committee with Highway Maps for Martin County and Williamston, noting that in Martin County, there are three Strategic Transportation Corridors (STC), as the STC is currently proposed, including US 13, US 17, and US 64. Carlos told the Committee that if there were any issues they saw with the maps, please let him or Bryant know. Jeff Haslip asked about the inclusion of Prison Camp Road, to which Behshad responded that the maps were pre-draft maps, and that his recommendation for inclusion as well as the rest of the Committee recommendations is what they are looking for.
- ❖ Brent Kanipe asked what years traffic counts would be used for the Plan; Behshad said that they currently have the 2013 counts, are awaiting on 2014 AADT counts, and TPB will be requesting additional counts specific to the CTP.

- ❖ David asked about the difference between the Thoroughfare Plan and the CTP; Carlos said that the 1995 Thoroughfare Plan only looked at Highways, instead CTP is a multi-modal plan; with Bryant adding that there would be no new Thoroughfare Plan as the CTP now replaces that.
- ❖ Carlos discussed the Plan Vision Statement, providing examples from Mount Olive CTP. Carlos said the Committee should take about 2-3 months to go back and forth to discuss; David said that the committee discussed an initial draft at the kick-off meeting that was held last summer; Bryant read it aloud and said it would be a good starting point, and Carlos said that a point of contact was needed for the Vision Statement, with Bryant taking the main role.
- ❖ Carlos discussed the Survey, again providing an example from Mount Olive CTP and saying that a champion would be needed; Nancy Winslow said she would be the survey champion; Carlos added that the Committee would need to decide how to distribute and administer, noting that perhaps Bryant look at Census data to see if there were groups other than black and white that the Survey needed to be geared at (for example, the Latino community); Kathleen Devur asked when the Survey should go out, with Carlos answering a May/June timeframe.
- ❖ Behshad asked if there were other that should be added to the Committee, with David saying that there were others who are likely to serve who could not make this meeting; David also added that a representative from Robersonville and the airport are needed.
- ❖ Carlos said that the initial presentation would need to be made at the County Commissioners Meeting as well as the Williamston Town Council Meeting; David suggested that perhaps once the Survey had been completed that the presentation be made and surveys be distributed; Brent said Bryant could provide presentation at the same month for the Town of Williamston.
- Committee decided that the Steering Committee would meet on the 4th Tuesday of the month at 5:30 pm, with the exception of April's meeting. Due to the NCAMPO Conference falling at the same time, April's meeting would be held on Wednesday the 22nd at 5:30 pm. Bryant will be working with Nancy in the meantime on the survey and will send any relevant information to committee members through e-mail.

Meeting Adjourned at 7:38 pm.