

Draft Memorandum for the Record Boston Region Metropolitan Planning Organization Meeting Minutes

December 4, 2025, Meeting

10:00 AM – 11:30 AM, Zoom Video Conferencing Platform

David Mohler, Chair, representing Phillip Eng, Interim Secretary of Transportation and Chief Executive Officer of the Massachusetts Department of Transportation (MassDOT)

Decisions

The Boston Region Metropolitan Planning Organization (MPO) agreed to the following:

- Approve the minutes of the meeting of September 4, 2025
- Approve the work scope for Massachusetts Bay Transportation Authority (MBTA) Heavy Rail Capacity Analysis
- Approve the Transportation Improvement Program (TIP) Project Readiness Guidelines
- Endorse the Federal Fiscal Years (FFYs) 2026–30 TIP Adjustment Two
- Endorse the FFYs 2026–30 TIP Amendment One

Meeting Agenda

1. Introductions

See attendance on page 6.

2. Chair's Report—*David Mohler, MassDOT*

D. Mohler welcomed Meghan Roche, Town of Lexington, a newly elected member of the MPO.

3. Executive Director's Report—*Tegin Teich, Executive Director, Central Transportation Planning Staff*

T. Teich announced that the Long-Range Transportation Plan (LRTP) update cycle has shifted from every four to five years.

T. Teich said that the MPO held its first semi-annual municipal engagement event, with more than 70 municipal staff attendees representing more than half of the cities and towns in the region.

T. Teich announced staffing updates, including the departure of Sam Taylor and the hiring of Billy Chupp, Data Manager.

T. Teich previewed the agenda and upcoming meetings.

Len Diggins, Town of Arlington, shared his hope that the extra year for developing the LRTP will allow for a more thorough review of the needs assessment.

4. Public Comments

There were none.

5. Committee Chairs' Reports

Jen Rowe, City of Boston, shared that the TIP Process, Engagement, and Readiness Committee had the City of Lynn share an update on the Western Avenue project, MPO staff lay out the timeline for developing the FFYs 2027–31 TIP, and staff preview the TIP Readiness Policy.

6. Community Advisory Council Report—Caitlin Allen-Connelly, Chair, Community Advisory Council

C. Allen-Connelly reported that the Community Advisory Council heard from four council members on their mission and work, including the 495/MetroWest Partnership, MassBike, Watertown Transportation Management Association (TMA), and Town of Natick. Staff also presented on the BlueBikes and MBTA Connections UPWP study.

She announced there would be no meeting in December, as several members will be attending the MPO Annual Meeting in person.

7. Action Item: Approval of September 4, 2025, MPO Meeting Minutes Documents posted to the MPO meeting calendar

1. September 4, 2025 Minutes ([pdf](#)) ([html](#))

Vote

A motion to approve the minutes of the meeting of September 4, 2025, was made by the City of Somerville (Brad Rawson) and seconded by the Metropolitan Area Planning Council (MAPC) (Eric Bourassa). The motion carried.

**8. Action Item: Work Scope for MBTA Heavy Rail Capacity Analysis—
*Joe Delorto, MPO Staff***

Documents posted to the MPO meeting calendar

2. MBTA Heavy Rail Capacity Analysis Work Scope ([pdf](#)) ([html](#))

J. Delorto summarized the work scope, which has a schedule of nine months and a budget of \$75,000, funded by 5303 Transit Planning funds.

Vote

A motion to approve the MBTA Heavy Rail Capacity Analysis work scope, was made by MAPC (E. Bourassa) and seconded by the Town of Arlington (L. Diggins). The motion carried.

**9. Action Item: TIP Project Readiness Guidelines—*Ethan Lapointe and
Adriana Jacobsen, MPO Staff***

Documents posted to the MPO meeting calendar

3. TIP Project Readiness Guidelines Memo ([pdf](#)) ([html](#))

E. Lapointe stated the need for an updated readiness policy, noting that the absence of a formal readiness framework has led to substantial and repeated cost increases, fewer advertised projects, jeopardized funding status for current projects, and very limited funding for new projects. He then explained the objective of the new policy, which is to program projects in the year they are most likely to advertise.

E. Lapointe explained the three elements of the readiness policy, a minimum design requirement, next milestone requirement, and regular cost updates. He then summarized the implementation of the new policy.

E. Lapointe clarified that further decisions by the board are required because fiscal constraint is not considered in the readiness policy. He then shared how this policy ties into greater efforts by the MPO to improve the TIP.

Discussion

B. Rawson shared his support for the policy. E. Bourassa echoed his support.

L. Diggins expressed his appreciation for staff's work and asked about the pre-25 percent submission threshold. E. Lapointe explained that the current 25 percent requirement has more elements of the project development process than in the past, so the new policy is more of a return to the spirit of the 2021 25 percent design requirement.

Erin Chute, Town of Brookline, expressed her support for the more streamlined process, but also called on MassDOT to continue to move important projects along the process.

Vote

A motion to approve the TIP Project Readiness Guidelines, was made by the City of Somerville (B. Rawson) and seconded by the Town of Arlington (L. Diggins). The motion carried.

10. Action Item: FFYs 2026-30 TIP Adjustment Two—Ethan Lapointe, MPO Staff

Documents posted to the MPO meeting calendar

4. FFYs 2026–30 TIP Adjustment Two ([pdf](#)) ([html](#))

E. Lapointe summarized Adjustment Two, which includes the consolidation of three MetroWest Regional Transit Authority (MWRTA) projects into a single line item for improvements in and around the Blandin Hub and a cost adjustment for a Cape Ann Transportation Authority (CATA) passenger counting and vehicle location project.

Vote

A motion to endorse the FFYs 2026–30 TIP Adjustment Two, was made by the MWRTA (T. Terrasi) and seconded by MAPC (E. Bourassa). The motion carried.

11. Action Item: FFYs 2026-30 TIP Amendment One—Ethan Lapointe, MPO Staff

Documents posted to the MPO meeting calendar

5. FFYs 2026–30 TIP Amendment One ([pdf](#)) ([html](#))

E. Lapointe summarized Amendment One, which includes cost increases on two FFY 2026 Regional Target projects, a delay of the Stratton School Improvements project in Arlington to the FFY 2026 Regional Target Program, returning unobligated earmark and discretionary grant projects, and funding source changes.

Vote

A motion to endorse the FFYs 2026–30 TIP Amendment One, was made by MAPC (E. Bourassa) and seconded by the City of Boston (J. Rowe). The motion carried.

12. Route 114 Corridor Study in Salem—Seth Asante, MPO Staff

Documents posted to the MPO meeting calendar

6. Route 114 Corridor Study in Salem ([pdf](#)) ([html](#))

S. Asante shared the key takeaways from the study, noting the substantial stakeholder engagement, data-driven recommendations, project and funding identification, and significant safety and operational benefits of the proposed improvements.

S. Asante explained that the study was initiated due to a high incident of crashes, operational problems, and multimodal and regional significance. He then described the study process from public engagement to implementation.

Discussion

L. Diggins shared his appreciation for S. Asante's work and asked how long the study took. S. Asante responded that it took about a year. L. Diggins also asked if data would be made available, and S. Asante responded that the City of Salem has been provided with information to support implementation. L. Diggins wished S. Asante well on his retirement.

Logan Casey, Town of Marblehead, also shared his support for S. Asante's work, specifically for Marblehead rail trail improvement work.

David Kucharsky also shared his support for S. Asante and his team's work.

D. Mohler wished S. Asante a great retirement.

13. Members' Items

There were none

14. Adjourn

A motion to adjourn was made by MAPC (E. Bourassa) and seconded by the City of Boston (J. Rowe). The motion carried.

Attendance

Members	Representatives and Alternates
At-Large City (City of Everett)	Eric Molinari
At-Large City (City of Newton)	David Koses
	Jenn Martin
At-Large Town (Town of Arlington)	Lenard Diggins
At-Large Town (Town of Brookline)	Erin Chute
Cape Ann Transportation Authority	Felicia Webb
City of Boston (Boston Planning & Development Agency)	
City of Boston (Boston Transportation Department)	Patrick Hoey
	Jen Rowe
Community Advisory Council	Caitlin Allen- Connelly
	Karl Alexander
Federal Highway Administration	
Federal Transit Administration	
Inner Core Committee (City of Somerville)	Brad Rawson
Massachusetts Department of Transportation	David Mohler
	Derek Krevat
	Derek Shooster
MassDOT Highway Division	John Bechard
Massachusetts Bay Transportation Authority (MBTA)	Laura Gilmore
Massachusetts Port Authority	
MBTA Advisory Board	Hanna Switekowski
Metropolitan Area Planning Council	Eric Bourassa
	Travis Pollack
MetroWest Regional Collaborative (City of Framingham)	Dennis Giombetti
MetroWest Regional Transit Authority (MWRTA)	Jim Nee
	Tyler Terrasi
Minuteman Advisory Group on Interlocal Coordination (Town of Lexington)	Meghan Roche
North Shore Task Force (City of Beverly)	Darlene Wynne
North Suburban Planning Council (Town of Burlington)	
South Shore Coalition (Town of Hull)	Chris Dilorio
South West Advisory Planning Committee (Town of Medway)	
Three Rivers Interlocal Council (Town of Norwood)	Steve Olanoff
	Tom O'Rourke

Other Attendees	Affiliation
Abby Swaine	
Aleida Leza	
Allison Lenk	
Andrew Wang	MassDOT
Benjamin Muller	MassDOT
Cam Sullivan	MWRTA
Cheryll-Ann Senior	MassDOT District 5
Christian MilNeil	StreetsblogMass
Elizabeth Mainini	Milford Town Engineer
George Thiel	
John Alessi	McClure Engineering
Joy Glynn	MWRTA
Makaela Niles	MassDOT
Miranda Briseno	MassDOT
Noah Harper	MassDOT
Patrick Snyder	MassDOT
Peter Schaeublin	Salem Fire Department
Robert Warren	
Sarah Bradbury	MassDOT District 3
Tracie Lenahrdt	MassDOT

MPO Staff/Central Transportation Planning Staff

Tegin Teich, Executive Director

Abby Cutrumbes Heerema

Annette Demchur

Billy Chupp

Bradley Putnam

Carmen Baskauf

Dave Hong

Elena Ion

Erin Maguire

Ethan Lapointe

Gina Perille

Hiral Gandhi

Ibbu Quraishi

Jia Huang

Jenn Emiko Concannon

Joseph Delorto

Lauren Magee

Olivia Saccocia

Priyanka Chapekar

Rebecca Morgan

Sean Rourke

Seth Asante

Steven Andrews

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Email: civilrights@ctps.org

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