

**TOWN OF RYE – TAP GRANT COMMITTEE
MEETING
Thursday, February 9, 2023 – 5:30 p.m.
Rye Public Library**

Present: *Lydia Tilsley, John Loftus, Victor Azzi, and Selectman Tom King*

I. CALL TO ORDER

Tom King called the meeting to order at 5:45 p.m. and led the Pledge of Allegiance. This is the initial meeting of the Transportation Advisory Program Grant Committee. The TAP Committee is a committee of the Select Board.

II. REVIEW CHARTER

TAP Grant Committee Charge

The Transportation Alternative Program (TAP) Grant Committee is charged with planning and preparation for implementation of the TAP Grant. The Committee will identify and vet contractors/consultants for project implementation. It will assist the Select Board in acquiring information required by NH State entities for project implementation. Also, to analyze project specifications in relation to shifting landscape of structures and uses within the projects geographic area to ensure harmonization. Further, to recommend potential improvements/changes over the life of the project.

The Committee will consist of no more than 5 members and shall be appointed by the Select Board for a term ending March 31, 2025. Over the term, the Committee will participate in discussions with and make a final presentation to the Select Board. Staff members may be appointed as non-voting members of the Committee. It is the intent of the Select Board that the Committee sunset after completion of its charge, unless the members of the Select Board vote to continue the Committee.

The TAP Grant Committee shall follow the Rules of Procedure for Committees established by the Select Board.

III. LAUNCH COMMITTEE

Members introduced themselves:

- Lydia Tilsley
- John Loftus
- Victor Azzi

There are two open seats on the Committee. Anyone who is interested in volunteering to be on the Committee is encouraged to apply to the Select Board's office. It was noted that Selectman King is not an official sitting voting member.

IV. OTHER BUSINESS

There was some discussion about gathering all the files and information regarding the Town Center; including, Town Center Committee files and TAP Grant files, along with communication notes with the State. Selectman King agreed to contact Karen Stewart to ask if she can direct the Committee to any files that may be available. He will also follow up with Town Administrator Matt Scruton to see what information he may have.

The Committee reviewed requirements of the grant which is set by NH DOT. Committee members agreed to read through the requirements further on their own. One of the requirements is a scoping meeting, which is a site walk with representatives from NH DOT. The Committee discussed possible dates for the scoping meeting. It was agreed to submit the dates of February 14th at 1:00, with a second choice of February 21st at 1:00, to DOT.

After some discussion about the responsibility of the chair for the Committee, Member Loftus agreed to take on the role. Member Tilsley agreed to sit as vice-chair.

Motion by Lydia Tilsley to nominate John Loftus as chair of the TAP Grant Committee. Seconded by Victor Azzi. All in favor.

Motion by John Loftus to nominate Lydia Tilsley as vice-chair of the TAP Grant Committee. Seconded by Victor Azzi. All in favor.

V. NEXT MEETING

The Committee discussed the meeting schedule for future meetings. It was the consensus to meet biweekly on the second and fourth Thursdays of the month at 5:30 p.m. The next meeting is scheduled for February 23rd. There may be a need to have a meeting on February 9th to review grant submittals and prepare for the scoping meeting, depending upon when the site walk with the State is going to be held.

ADJOURNMENT

Motion by John Loftus to adjourn at 6:48 p.m. Seconded by Lydia Tilsley. All in favor.

Respectfully Submitted, Dyana F Ledger