

DRAFT
MINUTES
NETC ADVISORY COMMITTEE MEETING

DATE: December 16, 2014

TIME: 11 AM – 12 PM

LOCATION: Conference Call (605) 781-1000, Participant Access Code: 867375#

ITEMS

1. **Call to Order:** Amanda Hanaway-Corrente, NETC Coordinator, called the meeting to order at 11:05AM. The following people were in attendance:

Advisory Committee:

Dale Peabody, MaineDOT

NETC Coordinator:

Amanda Hanaway-Corrente, UVM

Others:

Chris Jolly, FHWA – VT

Ann Scholz, NHDOT

Mike Sock, RIDOT

2. **Minutes of October 28, 2014 and November 18, 2014 Meetings:** We did not have enough voting Advisory Committee members to make any business decision at this meeting. We will table the approval of the 10/28/14 and 11/18/14 meeting minutes to the January meeting.
3. **Open Project Summary Table:** A. Hanaway presented the Open Projects Summary table, which is attached to these meeting minutes. Most projects are progressing as planned. Major updates include:
 - a. NCE request for NETC 06-4. Amanda reminded the Advisory Committee that she is still waiting for ballots from MA, CT, VT.
 - b. NCE requests for NETC 13-1, 13-2. This item has been carried forward from previous meetings. Both of these projects will require a NCE once we have the extension processed for the NETC Coordinator's contract, which is currently set to end on 4/1/16. The NETC 13-1 and 13-2 proposals listed project end dates beyond 4/1/16, but cannot be processed as such until the Coordinator's contract is extended. It might take a little while for VTrans to process the NCE, so we are tracking this task on monthly meetings.
 - c. NETC 14-1, Technical Committee Recommends UMass Proposal be funded. The recommendation just came from the Technical Committee. Since there were not enough voting members at the meeting, Amanda will issue a ballot to approve the TC recommendation for NETC 14-1.
 - d. NETC 14-3, Recommendation from the Technical Committee. Amanda reminded the Advisory Committee that she is still waiting for ballots from MA, CT, VT.
 - e. NETC 14-4, Scope of Work document for review and approval. Amanda reminded the Advisory Committee that she is still waiting for ballots from MA, CT, VT). Amanda will

send out a reminder email for NETC 06-4, 14-3, and 14-4 ballots, with the new ballot for NETC 14-1.

Action Item: Amanda will send out a reminder email for NETC 06-4, 14-3, and 14-4 ballots, with the new ballot for NETC 14-1.

4. **Peer Review of Dr. Azari's research:** We are moving forward with this initiative. Amanda will email the recommended list of reviewers and Dr. Azari with the list of review questions. It was suggested that we could use some of the funds from the canceled project (NETC 14-3) for this initiative.

Action Item: Amanda will email the recommended list of reviewers and Dr. Azari with the list of review questions.

5. **New Coordinator RFP:** There were no new updates for this initiative. The last update was that the previous RFP documents were distributed to the Advisory Committee asking everyone to review the documents and recommend revisions. A follow-up meeting will be scheduled soon.

6. **Fund Balance and Transfers:** The NETC Coordinator reminded states to make FY14 commitments and to transfer the SPR-3(089) funds.

- a. Transfers for FY14 have been received from: CT, MA, RI, VT
- b. Transfers from SPR-3(089) have been received from: CT, MA, VT
- c. Transfers can now be processed: ME, NH, and RI contributions and transfers are still needed. ME and NH reported that their transfers are being processed now.
- d. Carry balance forward to 2015 or approve more projects in 2014? Amanda reviewed the three notes above, but this question was tabled until a future meeting. We are waiting until all the funds from the previous Pooled Fund accounts are transferred.

7. **General Updates and Reminders:**

- a. Update on Action Items. This is a general reminder that Amanda tracks all action items in case someone is curious about a particular one.
- b. Update on TPF-5(201). Jim Fallon, Eloise Powell, and Erik Shortell will be meeting on 12/19 to discuss the final steps in the close out process. Amanda will follow up with Eloise and provide an update at the next AC meeting.
- c. Reminder to send Amanda any implementation of NETC research. This is a general reminder that Amanda tracks all the implementation success stories from all NETC projects.
- d. Did everyone meet with Policy Committee members using Memo and Ballot? VT and MA are still working on this, but the group was comfortable moving forward with a quorum (RI, ME, NH, CT).

Action Item: Amanda will follow up with Eloise and provide an update on TPF-5(201) at the next AC meeting.

8. **Other (if time permits):**

- a. New NETC Logo (better resolution). No one on the call had a problem with using the new logo, but it was recommended that we wait until after the next AC meeting given the low number of people on the call. Also, Chris Jolly recommended some different colors.

For example, can the state of Vermont be colored green in the logo? We will discuss this more at the next meeting.

- b.** RPS due date – currently Jan. 15th. The current schedule allows for an extra two weeks for Advisory Committee endorsements, due on January 30th. It was recommended that we leave the January 15th due date as is since we have two additional weeks for endorsement.

9. Adjourn: Next Meeting – January 27th, 2014

For Fund Balance and Transfer Discussion:

	Project	Travel
a. TPF-5(222)	1,471,619.55	25,000
i. Plus ConnDOT 2014 contributions	100,000.00	5,000
ii. Plus MassDOT 2014 contributions	100,000.00	
iii. Plus RI DOT 2014 contributions	100,000.00	10,000
iv. Plus VTrans 2014 contributions	100,000.00	
v. Plus ConnDOT Transfer (from SPR-3(089))	88,771.38	
vi. Plus MassDOT Transfer (from SPR-3(089))	101,453.00	
vii. Plus VTrans Transfer (from SPR-3(089))	101,453.01	
viii. Minus some travel reimbursements		- 1,365.87
		- 1,638.70
ix. Minus 2012 NETC Coordinator Fee	- 179,344.49	
x. Minus 2013 NETC Coordinator Fee	- 179,344.49	
xi. Minus 2014 NETC Coordinator Fee	- 179,344.49	
	1,625,263.47	36,995.43
		(1,662,258.90 combined)
b. TPF-5(201)	650,000	15,000
xii. Minus Project Expenses and Travel Expense	- 204,881.44	-12,689.01
	445,118.56	2,310.99
		(447,429.56 combined)
c. SPR-3(089)	4,906,551.38	10,000
xiii. Minus Project Expenses and Travel Expense	- 4,286,392.27	- 11,564.37
xiv. Minus Transfers to TPF-5(222)	- 291,677.39	
	328,481.72	- 1,564.37
		(326,917.35 combined)
d. BALANCE/TOTALS from all three pooled funds	2,398,863.75	
37,742.05		
xv. Minus Cost for 06-4,07-1,09-2,09-3,10-3	- 836,221.00	
xvi. Minus Cost for 13-1, 13-2, 13-3	- 524,708.00	
	1,037,934.75	
xvii. Minus 2015 NETC Coordinator Fee	-179,344.49	
	858,590.26	
e. With 2014 contributions:		
xviii. ME, NH, to be obligated	+200,000.00	
	1,058,590.26	37,742.05

Note 1: The entire four-year NETC Coordinator contract fees are represented above in a-ix., a-x., a-xi., and d-xvii.

Project Number	Project Name	PI	Contract Execution Date	Start Date		End Date		Most Recent Quarterly Report Date = 9/30/2014	Spent Budget (as of most recent Quarterly Report)		Progress (as of most recent Quarterly Report)		Progress Broken Down by Task	
				Anticipated	Actual	Anticipated	Actual		Reasons for variations	Total Budget	Anticipated	Actual		Anticipated
06-4	Preventative Maintenance and Timing of Applications	Wala S. Mogawer, Umass	8/21/2013	9/16/2013	9/16/2013	9/15/2015	TBD	NOTE: No Cost Extension has been requested, and is currently being reviewed by the Technical Committee.	\$ 242,909.00	\$ 126,286.02	\$ 5,247.26	52%	15%	Task 1: Kick-Off Meeting (100%) Task 2: Literature Review (30%) Task 3: Internet Survey (10%) Task 4: Assess Current Preventive Maintenance (PM) Practices in New England States (0%) Task 5: Development of Pavement Preventive Maintenance Procedures for New England (0%) Task 6: Laboratory and Field Testing (10%) Task 7: Determination of Feedback Mechanism (0%) Task 8: Development of Pavement Preventive Maintenance (PPM) Manual (0%) Task 9: Training (0%) Task 10: Preparation of the Final Report (0%)
07-1	In-Place Response Mechanisms of Recycled Layers Due to Temperature and Moisture Variations	Jo Sias Daniel, UNH	7/23/2013	7/1/2013	7/23/2013	3/31/2016	TBD	1. The PI originally listed a Project End Date beyond 4/2/16, which is the end date of UVM's contract to Coordinate NETC. The contract and proposal had	\$ 198,154.00	\$ 87,575.19	\$ 91,823.87	44%	35%	Task 1: Conduct Survey and Identify Potential Test Sites (100%) Task 2: Select Test Sites and Develop Work Plan (100%) Task 3: Execution of Work Plan (45%) Task 4: Data Analysis (15%) Task 5: Final Report (0%)
09-2	Effective Establishment of Native Grasses on Roadsides	Julia Kuzovkina, Uconn	10/16/2013	9/1/2013	10/16/2013	2/28/2016	TBD	1. Uconn requested some revisions to the contractual language with respect to final financial reporting and insurance requirements.	\$ 80,000.00	\$ 32,277.46	\$ 17,295.14	40%	35%	Task 1: Literature Review (30%) Task 2: Interviews (30%) Task 3: Field Inspections/Testing (40%) a. Select a suite of native grasses with the most potential for roadside establishment in New England b. Develop effective establishment protocols through modification of existing approaches Refinement of previously developed protocols Establishments of the demonstration plots c. Evaluate native grass tolerances and potential for degradation of roadside contaminants Final Task: Publication of a Manual
09-3	Advanced Composite Materials: Prototype Development and Demonstration	Roberto Lopez-Anido, UMaine	10/14/2013	9/1/2013	9/25/2013	8/31/2015	TBD	1. UMaine requested some revisions to the contractual language with respect to insurance requirements (and some other minor requests)	\$ 165,000.00	\$ 86,595.74	\$ 64,569.00	52%	69%	Task 1: Conduct review of typical bridge drain details that are representative in New England. (100%) Task 2: Develop standard drain requirements for new and rehabilitation projects (100%) Task 3: Identify and contact FRP composite manufacturers (100%) Task 4: Identify two or three bridges being constructed within New England where the FRP standard drains can be used. (50%) Task 5: Coordinate with field personnel at each of the bridge sites selected and document the installation (0%) Task 6: Document the FRP drain initial condition after installation (0%) Task 7: Prepare a final project report highlighting the outcomes of the research (40%)
10-3	Low Temperature and Moisture Susceptibility of RAP Mixtures with Warm Mix Technology	Wala S. Mogawer, UmassD	8/21/2013	9/16/2013	9/16/2013	9/15/2015	TBD	NOTE: No Cost Extension has been requested, and is currently being reviewed by the Technical Committee.	\$ 150,158.00	\$ 78,065.68	\$ 13,611.77	52%	25%	Task 1: Literature Review (50%) Task 2: Determine Critical Information (50%) Task 3: WMA Technologies Selection Process (25%) Task 4: Identify Moisture Susceptibility Test (0%) Task 5: Development of a Testing Matrix (60%) Task 6: Obtain Plant Produced Samples (15%) Task 7: Laboratory Testing of Plant Produced Samples (0%) Task 8: Prepare a Final Report (0%) Task 9: Execute Implementation Plan (0%)
13-1	Development of High-Early Strength Concrete for Accelerated Bridge Construction Closure Pour Connections	Sergio F. Breña University of Massachusetts Amherst	New Project	9/1/2014	9/1/2014	4/2/2016	8/31/2016	A no cost extension is expected to be requested to accommodate the current coordination contract that	\$ 174,923.00	\$ 8,761.26	\$ 4,276.00	5%	5%	Task 1: Literature Search – 40% complete Task 2: Develop Mixture Design Specification – Work for this task has not started (0%) Task 3: Develop Mix Design – Work for this task has not started (0%) Task 4: Test Mixture – Work for this task has not started (0%)
13-2	HMA Mixtures Containing Recycled Asphalt Shingles (RAS): Low Temperature and Fatigue Performance of Plant-Produced Mixtures	Wala S. Mogawer, UmassD	New Project	6/1/2014	7/21/2014	4/2/2016	5/31/2016	7/21/14 was the date the research contract with the PI was signed. A no cost extension is expected to be requested to accommodate the current coordination contract that NETC has with the University of Vermont. The proposed project period was for 24 months. Waiting on the No Cost Extension to the NETC Coordinator's Contract so that we can extend the research subawards to their actual end date (24 month project)	\$ 249,785.00	\$ 28,558.35	\$ -	11%	0%	Task 1: Kick-Off Meeting (0%) Task 2: Literature Review (0%) Task 3: Determine Critical RAS Information (0%) Task 4: Determine Regional Asphalt Mixture Producers in New England with Capabilities and Willingness to Produce Mixtures Incorporating RAS for this Study (5%) Task 5: Assist Producers in Evaluating the Properties of the RAS and RAP to be used in Production (0%) Task 6: Assist Producers in Developing Laboratory Mixture Designs Utilizing RAS and Determine Actual RAS Binder Contribution to Mixtures (0%) Task 7: Produce and Obtain Plant Produced RAS Mixtures (0%) Task 8: Vary Production Parameters (Temperatures, Silo Storage, etc.) to Obtain Similar Virgin and RAS Mixtures (0%) Task 9: Construct Test Matrix and Evaluate the Performance of the Plant-Produced Mixtures (0%) Task 10: Identify Critical Material Properties and Plant Operations that Yield RAS Mixtures with Performance Properties Equivalent to Typical All-Virgin Material Mixtures (0%) Task 11: Develop a Plant Guideline for the Use of RAS in Virgin and RAP Mixes (0%) Task 12: Prepare a Final Report (0%) Task 13: Execute Implementation Plan (0%)
13-3	Improved Regionalization of Quality Assurance (QA) Functions	Eshan Dave, UNH	New Project	1/15/2015		1/14/2016			\$ 100,000.00	\$ -				Contract being executed with PI
14-1	Measuring the Effectiveness of Competency Models for Job-Specific Professional Development of Engineers & Engineering Technicians	TBD	New Project						\$ 100,000.00	\$ -				Technical Committees reviewing proposals. Recommendation due 11/25/14.
14-2	Investigation of Northern Long-Eared Bat Roosting Sites on Bridges	TBD	New Project						\$ 75,000.00	\$ -				Technical Committees reviewing proposals. Recommendation due 11/25/14.
14-3	Bridge Expansion Joint Deterioration and Repair	TBD	New Project						\$ 100,000.00	\$ -				TC recommended canceling the project for now, due to NCHRP12-100 "Guidelines for Maintenance and Repair of Small Movement Bridge Expansion Joints", which covers the same topic. Recommendation forwarded to AC for review and approval.
14-4	Optimizing future work zones in New England for safety	TBD	New Project						\$ 200,000.00	\$ -				TC wrote Scope of Work. AC needs to review the Scope of Work for approval.

Note: Highlighted boxes are used to demonstrate which projects are either behind schedule or over budget. Keep in mind that the "Anticipated" columns are calculated by dividing the days the project has been open by the total length of the project. Seeing as some project schedules and budgets are either front loaded or end loaded, these estimates are not always accurate. If a box is highlighted, the PI has been contacted and asked to explain the deviation in more detail to ensure we stay on track.