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RPC Technical Advisory Committee

March 23<sup>rd</sup>, 2017

9:00-11:00 AM

RPC Office

156 Water Street, Exeter

(Directions on reverse)

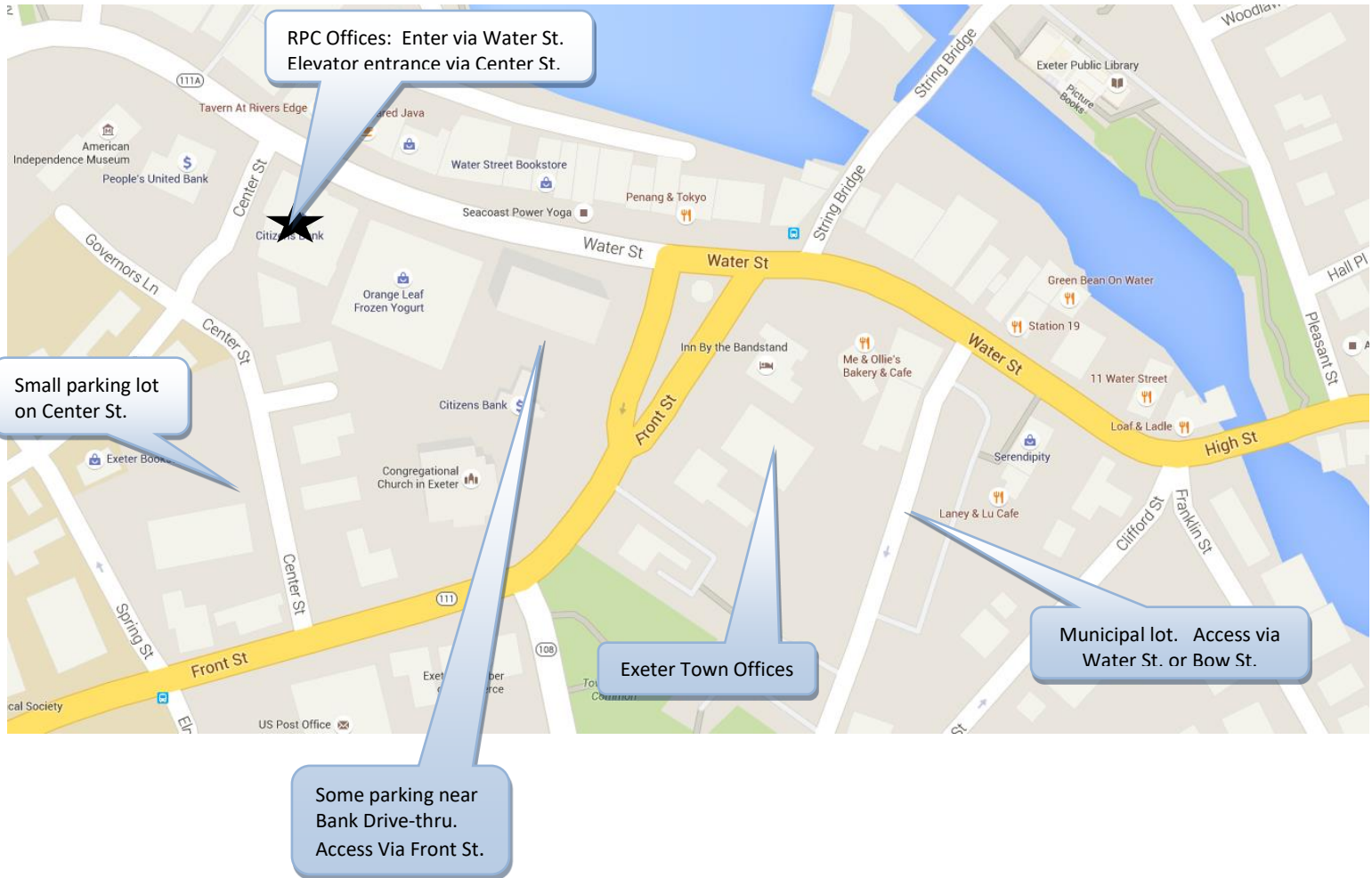
Paper copies of the attachments will be available at the meeting

1. Introductions
2. Minutes of 2/23/17 TAC meeting (**Attachment #1**)— *[motion to approve]*
3. 2018-2019 Unified Planning Work Program (UPWP) (**Attachment #2**) — *[motion to approve]*
4. ACT Coordinated Public Transit/Human Services Transportation Plan for ACT Region (**Attachment #3**) — *[motion to approve]*
5. Ten Year Plan Project Prioritization (**Attachment #4**) — *[motion to approve]*
6. Project Updates (handout to be distributed at meeting)

TAC MEETING SCHEDULE For 2017 (Next meeting highlighted)

January 26 <sup>th</sup>	May 25 <sup>th</sup>	September 28 <sup>th</sup>
<del>February 23<sup>rd</sup></del>	June 22 <sup>nd</sup>	October 26 <sup>th</sup>
<del>March 23<sup>rd</sup></del>	July 27 <sup>th</sup>	November 30 <sup>th</sup>
April, 27 <sup>th</sup>	August 24 <sup>th</sup>	

There is **two hour on-street parking** along Water Street and Center Street. There is also long term parking in the lot on Center Street, by the Citizens Bank Drive-thru (Non-numbered spaces), and in the municipal lot behind the Town Offices. Handicapped parking spaces are available on the bottom floor of the parking structure adjacent to the RPC office as well as on Water Street in front of the RPC office.



# **ATTACHMENT 1**

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## RPC TAC MEETING

### Minutes

February 23, 2017  
RPC Conference Room

**Members Present:** Art Ditto, Chair, Rye; Richard McDermott, Hampton Falls; Robert Clark, Atkinson; Tim Moore and Greg Jones, Plaistow; Steve Gerrato, Greenland; Ken Christiansen, Brentwood; Richard Hartung, Hampstead; Chris Cross, Newington; Chris Jacobs, Hampton; Tavis Austin, Stratham; Joan Whitney, Kensington; Andre Garron, Salem; Leigh Levine, FHWA; Glenn Davison, NHDOT; and Elizabeth Strachan. NHDES.

**Staff Present:** Dave Walker, Scott Bogle, Christian Matthews and Roxanne Rines, RPC.

**Meeting Opened at 9:02 a.m.**

#### 1. Introductions

**Walker** introduced RPC's new GIS Analyst, Christian Matthews.

Attendees introduced themselves and stated what municipality they were from or the agency they represented.

#### 2. Minutes of January 26, 2017, TAC Meeting

**Walker** stated that Cherry had corrections to the minutes.

**Motion:** **Moore** made a motion to approve the minutes of January 26, 2017, as corrected. **McDermott** seconded the motion. **Motion carried with two abstentions.**

#### 3. 2017-2020 TIP Amendment #1

**Walker** stated a 10-day public comment period for the amendment is in progress and will end on March 3, 2017. The Amendment will be voted on at the March 8, 2017, Policy Committee meeting at the Stratham Town Hall.

He continued that the amendment consists of five regional and 3 statewide programs which results in a net increase of \$12.8 million. He then gave a brief explanation of each change. At the same time, the Long Range Transportation Plan is also being updated to maintain consistency between the project lists in the two documents.

Discussion ensued. **Davison** explained the DOT Tier 1-4 roadway designation. **Walker** stated the fiscal constraint of the documents continues to be met with this amendment.

**Motion:** **Moore** made a motion to recommend approval of the 2017-2020 Amendment #1 by the MPO Policy Committee. **McDermott** seconded the motion. **Motion carried.**

#### **4. Project Selection Criteria Weighting.**

**Walker** stated project prioritization will generally follow the same process as was utilized during the 2015 iteration of the 10-Year Plan development process. DOT and all MPO's have adopted 9 project solicitation criteria to use for weighting. These were established by the individual agencies and projects will be ranked and added to the last two years of the Ten Year Plan. Each RPC has a budget target of potential funding for the region to work within.

**Davison** explained that members will evaluate each of the selection criteria against all the others by participating in an interactive "pairwise comparison" exercise using DecisionLens software.

He continued that members will be shown pairs of criteria and asked to decide which is the more important of the two, as well as the magnitude of that importance (slightly or significantly more important), for each pairing.

**Davison** guided members through the exercise and members shared their reasoning for their choices of importance. After the exercise was completed, Davison reviewed the results.

**Walker** stated the percentages from today will be used for project criteria weighting of all projects submitted.

Members asked that the scoring sheets be sent to them ahead of the meeting mailing.

#### **5. Project Updates**

A handout was distributed.

Meeting adjourned at 11:04 a.m.

Respectfully submitted,

Roxanne M. Rines  
Recording Secretary

## **ATTACHMENT #2**

## Memorandum

DATE: March 23, 2017  
TO: MPO Transportation Advisory Committee  
FROM: David Walker  
RE UPWP for FY18 and FY19

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The Unified Planning Work Program (UPWP) is the document that guides the work that the MPO undertakes over a two year period. It translates established planning priorities, processes, and tasks into expected activities and work products, and provides general timeframes for project completion. The MPO planning functions are supported by FHWA Urban Planning (PL) and FTA Transit Planning funds which are combined together under FHWA jurisdiction in a unified contract. These funds are supplemented by Federal State Planning and Research (SPR) funds apportioned to New Hampshire, and all must be matched with a 20% local contribution. One half of that 20% match is provided via RPC community dues. The other half is provided by NHDOT via “Turnpike Toll Credits” which allows the MPO meet the match requirement but provides no real revenue.

The TAC discussed an earlier draft of the UPWP at the January meeting and the document has been revised since that time based on comments from commissioners, NHDOT, FHWA, and FTA. The most substantive revision is an adjustment of the budget to be consistent with the assumption that we will be receiving the same amount of federal funds for FY 2018 and 2019 as we have for FY 2016 and 2017 (current UPWP). This has resulted in an extensive reduction in scope from what the TAC was presented in January and the largest impacts are seen in the following areas:

- Category 200 – Reduced staff hours by 620 over two years
- Category 400 – Reduced staff hours by 1400 over two years
- Category 500 – Reduced staff hours by 400 over two years
- Reduced traffic count program from \$64,000 over two years to \$42,000 over two years.

Specifically, this means reduced involvement in environmental initiatives and technical assistance to communities and transit agencies, less data collection and GIS analysis, and not continuing with the Road Surface Management Systems (RSMS) data collection effort. Some of this change was anticipated as some individual projects are concluding however the expectation was that those efforts would be replaced with new tasks, but that will not be the case. The distribution formula for the planning funds has not been finalized at the state level and offers some potential that our overall budget may increase allowing for additional work to be undertaken.

Other technical edits to the document have included updating references to federal regulations, changing some items labeled as “Work Products” to “Activities” to more accurately reflect MPO involvement, and ensuring that involvement in land use, economic development, and environmental planning activities demonstrates a connection to transportation planning.

There is still some work remaining to fully incorporate DOT, FHWA, and FTA comments on the document however, these are largely organizational or descriptive in nature and will not change the amount and/or type of work listed in the program.

A final UPWP for FY 2018 and FY 2019 needs to be submitted to NHDOT early in April to get through the State contract approval process in time for the July 1<sup>st</sup> start date. The document will be presented for approval to the MPO Policy Committee at the April 12<sup>th</sup> meeting and submitted to NHDOT immediately after to facilitate this.

***Recommended Action: Recommend approval of the 2018-2019 UPWP to the MPO Policy Committee***



**2018-2019**

# **Unified Planning Work Program**



**Draft for TAC Review – 3/17/2017**

**156 Water Street  
Exeter, NH 03833  
603.778.0885  
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## ENDORSEMENTS

<u>Committee/Agency</u>	<u>Date of Endorsement</u>	<u>Amended</u>
<u>ROCKINGHAM PLANNING COMMISSION</u>		
Technical Advisory Committee	_____	_____
MPO Policy Committee	_____	_____
Technical & Budget Revisions (Funding & Task Tables)	_____	_____
 NH DEPARTMENT OF TRANSPORTATION	 _____	 _____

*The preparation of this document was funded in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research [Section 505(a)], and Metropolitan Planning Programs [Section 104(d)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official view or policies of the U. S. Department of Transportation.*



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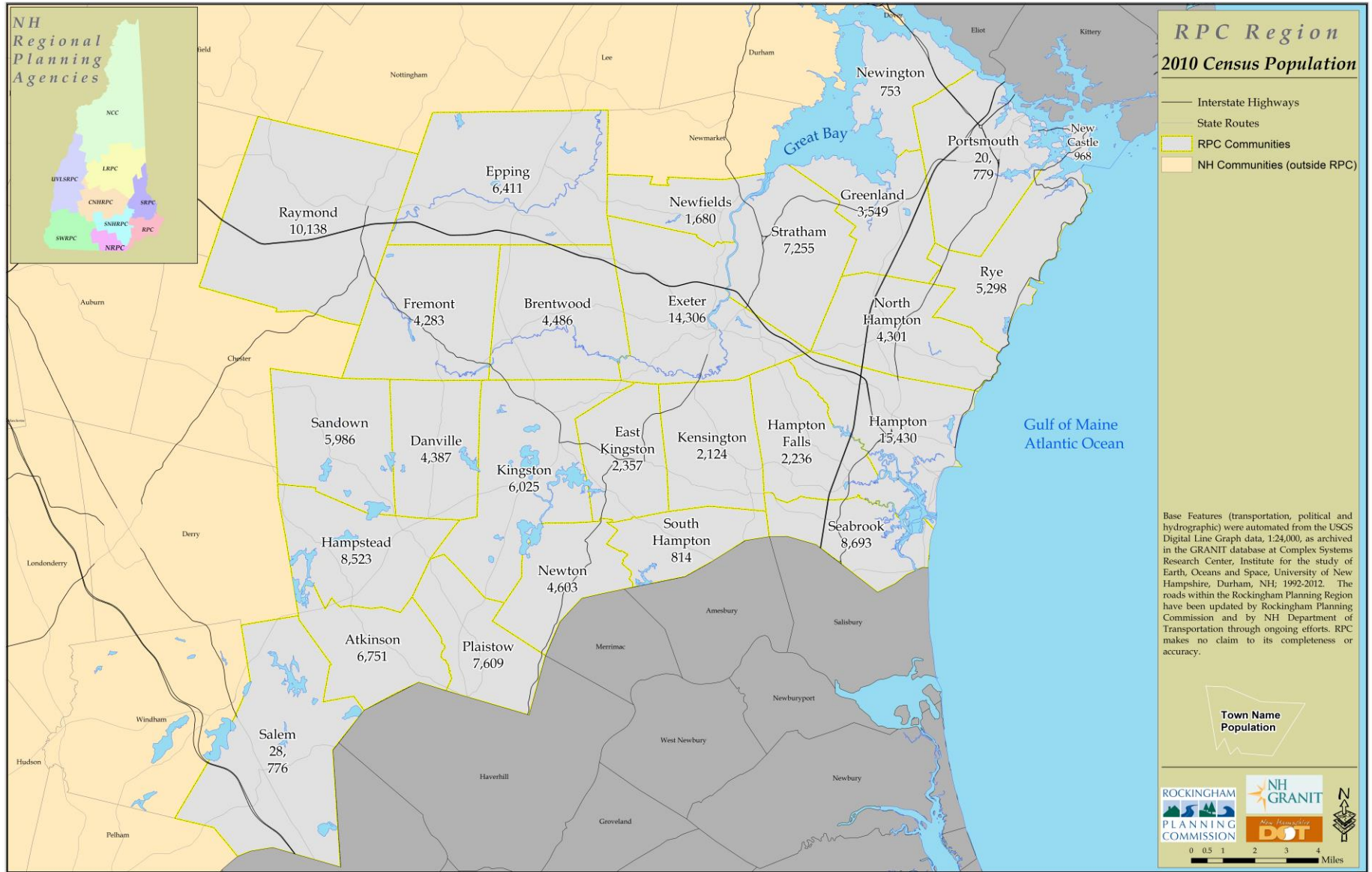
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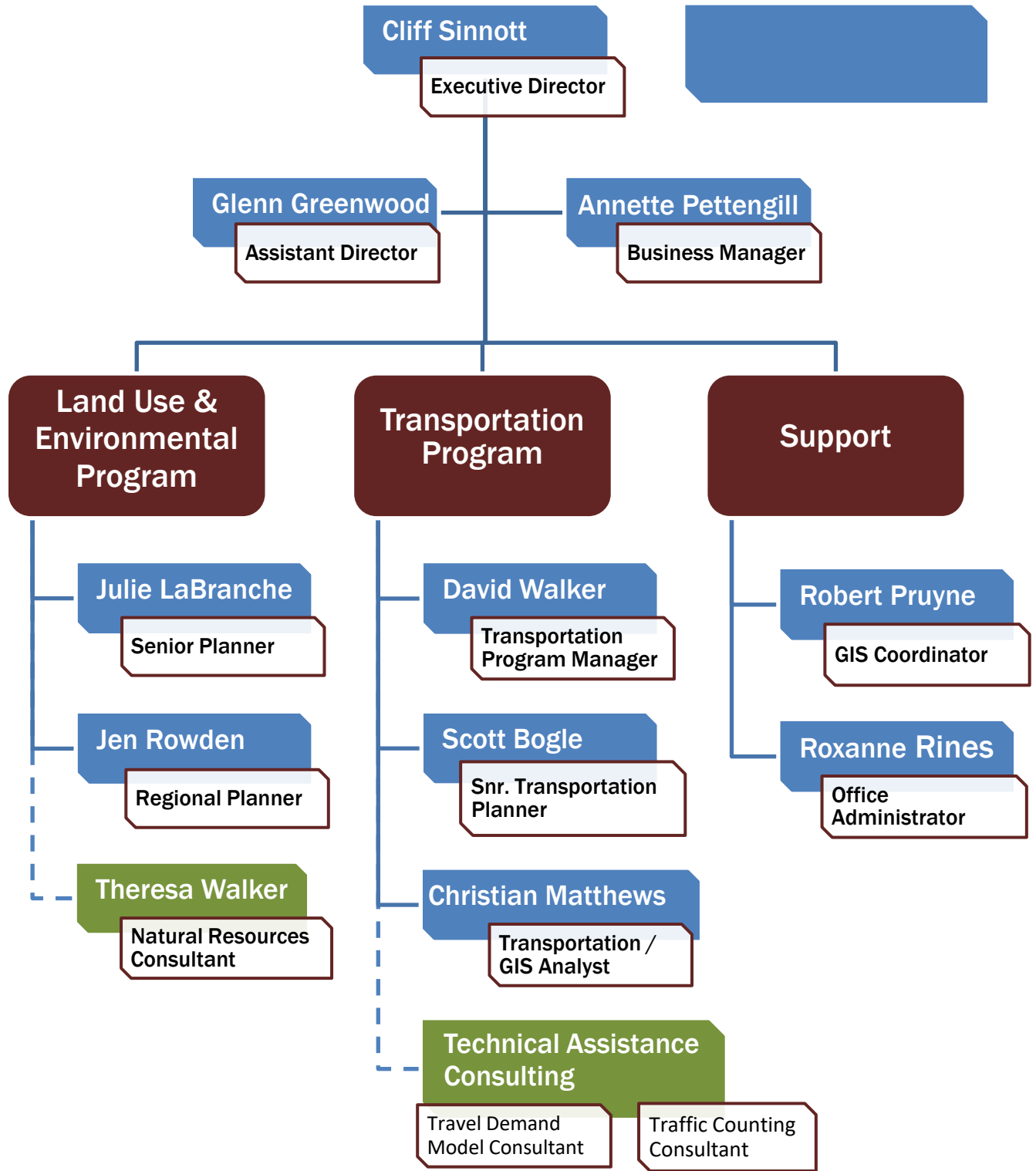
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Figure 2: Staff Organization





**Figure 3: LIST OF ABBREVIATIONS and ACRONYMS**

ACT	.....	Alliance for Community Transportation
ADA	.....	Americans with Disabilities Act of 1990
ADT/AADT	.....	Average Daily Traffic / Average Annual Daily Traffic
CAAA	.....	Clean Air Act Amendments of 1990
CFR	.....	Code of Federal Regulations
CMAQ	.....	Congestion Mitigation/Air Quality Program
CART	.....	Greater Derry-Salem Cooperative Alliance for Regional Transportation
COAST	.....	Cooperative Alliance for Regional Transportation
CTPP	.....	Census Transportation Planning Package
DBE/WBE	.....	Disadvantaged Business Enterprises/Women's Business Enterprises
FAST	.....	Fixing America's Surface Transportation Act (2015)
FHWA	.....	Federal Highway Administration
FTA	.....	Federal Transit Administration
GIS	.....	Geographic Information System
GPS	.....	Global Positioning System
HPMS	.....	Highway Performance Monitoring System
HPR	.....	Highway Planning and Research Funds
ISTEA	.....	Intermodal Surface Transportation Efficiency Act of 1991
MVPC	.....	Merrimack Valley Planning Commission
MVRTA	.....	Merrimack Valley Regional Transit Authority
MPA	.....	Metropolitan Planning Area (MPO study area)
MPO	.....	Metropolitan Planning Organization
MSA	.....	Metropolitan Statistical Area
MAP-21	.....	Moving Ahead for Progress in the 21 <sup>st</sup> Century
NNEPRA	.....	Northern New England Passenger Rail Authority
NHDES	.....	New Hampshire Department of Environmental Services
NHDHHS	.....	New Hampshire Department of Health & Human Services
NHDOT	.....	New Hampshire Department of Transportation
NHSG	.....	NH Seacoast Greenway
NRPC	.....	Nashua Regional Planning Commission
OEP	.....	New Hampshire Office of Energy & Planning
PL	.....	MPO Planning Funds administered by FHWA
RCC	.....	Regional Coordinating Council for Community Transportation
RPC	.....	Rockingham Planning Commission
RTAP	.....	Rural Technical Assistance Program
SAC	.....	Special Advisory Committee on Transportation Needs for the Elderly and Disabled
SABR	.....	Seacoast Area Bicycle Routes
SCC	.....	State Coordinating Council for Community Transportation
SIP	.....	State Implementation Plan (for Air Quality Conformity)
SMRPC	.....	Southern Maine Regional Planning Commission
TAC	.....	Technical Advisory Committee
TAP	.....	Transportation Alternatives Program
TASC	.....	Transportation Assistance for Seacoast Citizens
TAZ	.....	Traffic Analysis Zone
TCSP	.....	Transportation and Community System Preservation
TDM	.....	Transportation Demand Management
TMA	.....	Transportation Management Association –ALSO- Transportation Management Area
TIP	.....	Transportation Improvement Program
UZA	.....	Urbanized Area
UPWP	.....	Unified Planning Work Program
3Cs	.....	Continuing, Comprehensive, and Cooperative Transportation Planning





## 1.0 INTRODUCTION

The Unified Planning Work Program (UPWP) of the Rockingham Planning Commission Metropolitan Planning Organization (MPO) specifies both the planning priorities and work tasks that the MPO will address during the program period and the sources and amount of funding available to accomplish these tasks. The development of the UPWP is required as part of the 3Cs metropolitan planning process and specifically the Metropolitan Planning Rules ([23 CFR §450.308](#)). The “unified” aspect, as indicated in the document name, means that it encompasses all MPO transportation planning activities that are foreseen at the time of its preparation, regardless of funding source or implementing agency.

The UPWP encompasses a two-year scope of work and is developed in coordination with the NHDOT, FHWA, FTA COAST and CART. A two-year scope is used instead of a single year to be more forward looking and to streamline the contracting process as well. Accordingly, this UPWP covers the MPO’s planning work projected to occur in the ensuing two-year period, from July 1, 2017 to June 30, 2019.

The Metropolitan Planning Area (MPO study area) extends to all 27 communities of the Rockingham Planning Commission for two reasons: (1) because all were located within New Hampshire’s designated air quality non-attainment area, and (2) all except one community (Kensington) have portions of either the Boston or Portsmouth urbanized area. The MPO region is illustrated in **Figure 1**. In the past year, the MPO study area has expanded to include the Town of Raymond, which became part of the RPC’s planning district in November of 2016. Staffing of the MPO is provided by the Rockingham Planning Commission as shown in the organization chart (**Figure 2**). The Planning Commission, with the addition of appropriate State, Federal and regional transportation agencies, acts as the policy-making body of the MPO.

Consistent with past programs, this UPWP has been prepared to reflect the ongoing implementation of the Clean Air Act Amendments of 1990 (CAAA) and the last authorized Federal surface transportation act, [Fixing America’s Surface Transportation \(FAST\) Act](#) passed in 2015. These laws and their implementing regulations mandate a high level of transportation planning and analysis as identified through the general Planning Factors identified in FAST and in the annual emphasis areas suggested by FHWA and FTA. New planning regulations for FAST were finalized in May, 2016 and the MPO will operate under those rules and regulations. In addition, US DOT approved rules for safety performance measures (March, 2016), asset management (October, 2016), bridge and pavement condition and performance (January, 2017), and performance of the National Highway System (NHS), Freight movement, and Congestion Mitigation and Air Quality (CMAQ) program (March, 2017) that play an important role in defining the work that the MPO will undertake over the next two years.

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### **ORGANIZATION OF THE UPWP**

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The UPWP summarizes the tasks that will be undertaken to support the MPO’s planning effort. **Section 1.0** (This section) provides introductory information regarding the document. **Section 2.0**





provides details regarding the content of the UPWP, and **Section 3.0** discusses the Planning Priorities being addressed during the next two fiscal years. Each task is identified as part of one of the following work areas that are presented sequentially in **Section 4.0** along with a description and the related SAFETEA-LU/MAP-21 Planning Factors:

CATEGORY 100 – Administration and Training

CATEGORY 200 – Policy and Planning

CATEGORY 300 – Public Involvement and Coordination

CATEGORY 400 – Plan Support

CATEGORY 500 – Technical Assistance and Support

Within each of these major program areas, tasks are listed which include the following elements:

- Objectives
- Proposed Activities
- Work products and schedules

Following the detailed discussion of the work tasks, **Section 5.0** describes the other transportation planning activities that the MPO is involved with outside of the UPWP contract. The final section of the document, **Section 6.0**, provides tables that detail the funding sources, cost and distribution of hours, and scheduling of tasks for the two fiscal years.



## 2.0 CONTENTS OF THE UPWP

Section [450.308](#) of the Metropolitan Planning Rules (which implement the Metropolitan Planning requirements of FAST) specifies that a UPWP should be developed cooperatively with the State (NHDOT) and the public transportation operators in the MPO area (COAST and CART) and should document and address the following elements:

- Planning priorities for the MPO;
- Work proposed for the program period by major activity and task (including activities to address the FAST Act planning factors);
- The agency/entity responsible to perform each task;
- Schedule for performing the tasks;
- Anticipated products
- Funding sources, both totals by source and itemized by activity or task.

In addition, NHDOT has issued guidance on the contents of this UPWP which requests additional details regarding identification of completion dates and deliverables for tasks that are not ongoing.

Administrative requirements for the UPWP are as specified in 23 CFR 420 and FTA Circular 8100. In addition the NHDOT plans to issue an administrative manual consistent with these rules which, when adopted will provide additional guidance.

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### ***DEVELOPMENT OF THE UPWP***

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The format and general contents of the UPWP were established by consensus of Federal, State, and Regional agencies in 2010. Minor modifications have been made to this structure have been made since then to accommodate new tasks. Budget information for the 2018-2019 period was provided to the RPC by NH DOT in December, 2016 and work began on developing a draft UPWP at that time. An initial draft was completed and provided to the TAC for review at the January 26, 2017 meeting and provided to NH DOT, FHWA, and FTA on January 20<sup>th</sup>, 2017 to review. A UPWP review meeting was held on **INSERT DATE** with input provided by NH DOT, FHWA, and FTA. The RPC Transportation Advisory Committee reviewed and recommended approval of the draft UPWP on **INSERT DATE** and this was followed by approval from the MPO Policy Committee on **INSERT DATE**. Adjustments to budgets and activity descriptions continued during the approval process to reflect updated information.

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### ***PREVIOUS WORK***

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The proposed UPWP is, for the most part, the extension and continuation of past transportation planning work in the region. In some cases the work is part of an ongoing and/or mandated process,



such as the support for Policy and TAC committees, traffic data collection, model maintenance, or TIP and Plan maintenance. In other cases, it is a specific project or task with definable start and end points, as with the development of a Congestion Management Process (CMP), completion of a corridor study, development of FAST compliant planning documents, and the identification of specific tasks to address the 2018-2019 Planning Emphasis Areas identified by FHWA and FTA. In preparing the UPWP the status of all ongoing and carryover work was evaluated, including a review of the MPO UPWP Performance Report for FYs 2014-2015 (the last completed UPWP), the most recent MPO Planning review conducted by FHWA and FTA (January, 2013), and the most recent mid-contract UPWP review conducted with NHDOT (August, 2016).

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## **MPO CORE FUNCTIONS**

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FHWA's [Transportation Planning Process Briefing Book](#) establishes that MPOs

*"...[have] authority and responsibility for transportation policy-making in metropolitan planning areas. ...MPOs ensure that existing and future expenditures for transportation projects and programs are based on a continuing, cooperative and comprehensive (3-C) planning process. MPOs also cooperate with State and public transportation operators to set spending levels for Federal funds that are meant for transportation projects."*

*"...MPOs serve an overall coordination and consensus-building role in planning and programming funds for projects and operations. The MPO must involve local transportation providers in the planning process by including transit agencies, State and local highway departments, airport authorities, maritime operators, rail-freight operators, Amtrak, port operators, private providers of public transportation, and others within the MPO region."*

Further, the document lists that MPOs have **six core functions**:

1. **Establish a setting for effective decision-making** regarding transportation needs and priorities. This function is supported in the Rockingham Planning Commission region primarily through the Transportation Advisory Committee (TAC) and MPO Policy Committee, and secondarily through outreach to local officials and transportation stakeholders
2. **Identify and evaluate transportation improvement options.** This is supported through data analysis, corridor or other special studies, and through the application of general planning methods.
3. **Prepare and maintain a Metropolitan Transportation Plan** that has a 20+ year horizon. The Plan is intended to be responsive to the 10 planning factors [discussed below], and includes other specific content requirements.
4. **Develop a fiscally constrained Transportation Improvement Program (TIP)** that identifies project priorities drawn from the Long Range Transportation Plan
5. **Identify performance measure targets and monitor whether implemented projects are achieving targets.** This includes preparation of a System Performance Report as part of the Long Range Plan update process.
6. **Involve the public**, both general and specifically affected constituencies, in efforts related to each of the core functions above.



In addition to these functions, MPOs must also cooperate with the State, the region’s public transportation providers and municipalities to create an effective regional transportation planning process. This includes the function of coordinating the Long Range Transportation Plan, the TIP with the State Ten Year Plan and the STIP. New Hampshire MPOs are also called upon to participate in and contribute to statewide transportation initiatives, such as the interregional corridor and major facility studies, the state air quality planning process, regional community transportation coordination, CMAQ and TAP project evaluation processes, cooperative data collection efforts, and others. Other tasks in the UPWP support work related to “Planning Emphasis Areas” that are periodically established by the FHWA and FTA. In addition, the MPO Policy Board from time to time establishes specific priority tasks that it determines are a priority for the region. While not technically ‘core functions’ from a Federal perspective these additional functions and tasks are necessary to effectively address “3C’s” transportation planning in our region and the State.

The objective of the UPWP is to support the fulfillment of the six core MPO tasks, and the secondary task as described. The work identified in this document directly or indirectly supports that objective.

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## ***PLANNING FACTORS AND REQUIREMENTS OF THE FAST ACT***

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When developing the work program for the FY 2018-2019 UPWP, the provisions of 23 U.S. Code § 134 ([23 CFR Part 450.306](#)) of the Planning Regulations were considered. This section requires that the MPO, in cooperation with State and regional planning partners:

***“develop long-range transportation plans and TIPs through a performance-driven, outcome-based approach to planning for metropolitan areas of the state.”*** [[23 CFR §450.306](#)]

This performance-based approach is required to be in support of the national performance goals described in [23 USC §150\(b\)](#):

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through



eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Fundamental to the MPO planning process is that it be “**continuous, cooperative, and comprehensive**” [3Cs Process], and each project, strategy, and service of the MPO must provide for consideration and implementation of the ten planning factors established in FAST:

1. Support the economic viability of the metropolitan area, especially by enabling global - competitiveness, productivity and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

The metropolitan planning rules also specify several other elements that should be addressed in the scope of the planning process. They call for increased integration of transportation and land use planning, as well as consideration for employment and housing patterns, community and economic development, and the natural and built environment. Other elements identified in the rules focus on ensuring coordination and consistency with:

- the statewide planning process;
- Intelligent Transportation Systems (ITS) architectures;
- Coordinated Public Transit-Human Services Transportation Plan(s);
- the Strategic Highway Safety Plan, and transit safety and security plans and programs
- the cooperative development of a Congestion Management Process involving adjacent MPOs and NHDOT;

The tasks identified within the FY 2018-2019 UPWP are consistent with the Planning Factors, transportation planning emphasis areas and the Goals and Objectives as identified in the Rockingham MPO Long Range Transportation Plan. They are intended to facilitate the effective and efficient implementation of the Plan and Transportation Improvement Programs for the MPO area.



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## ***FUNDING OF THE UPWP***

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The Unified Planning Work Program for the Rockingham MPO is primarily funded by the Federal Highway Administration (FHWA) through the Metropolitan Planning (PL) and the State Planning and Research (SPR) programs, and Federal Transit Administration (FTA) through the 5303 Program via a unified planning grant under FHWA purview. Federal sources, which pass through NHDOT, are subject to a 20% match of state and/or local funds as shown in **Table 1**. Half of this match is currently provided by local revenues from the Rockingham Planning Commission (RPC) communities, while the remainder utilizes Turnpike Toll Credits from NHDOT to satisfy the match requirements in place of funds. **Table 2** shows the distribution of personnel resources to UPWP tasks. **Table 3** shows the allocation of local funds used to support the metropolitan planning process and local funds required to match the PL, SPR, and 5303 funds are collected by the RPC as a component of the annual dues assessment made to the communities within its planning district. The anticipated schedule for work tasks and deliverables are shown in **Table 4**.



## 3.0 PLANNING PRIORITIES

The work tasks identified and addressed in this UPWP reflect the transportation planning needs and priorities within the Rockingham Planning Commission region and are from several sources:

- Consultation with staff from FHWA, New Hampshire Division, FTA Region I, NHDOT Bureau of Planning and Community Assistance, COAST, and CART;
- Consultation with the MPO Technical Advisory Committee and Policy Committees.
- The requirements for implementing the provisions of the FAST Act, and current Metropolitan Planning Rules ([23 CFR 450](#));
- The specific needs and circumstances of the MPO,
- Completion of certain tasks begun under the previous UPWP,
- Addressing findings and recommendations made during the MPO Planning Reviews conducted by FHWA and FTA in January of 2009 and 2013.

During the preparation of the UPWP, the FHWA New Hampshire Division Office and FTA Region I Office recommended that three national planning emphasis areas and 11 region specific emphasis areas be addressed as planning priorities. The priorities that have been developed for the RPC region from these various efforts are the following and the UPWP should reflect appropriate work elements and resources to address:

### **National Planning Emphasis Areas**

- Transition to Performance Based Planning and Programming.*** The UPWP should include appropriate work towards the development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.
- Models of Regional Planning Cooperation.*** The UPWP should promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. This cooperation could occur through metropolitan planning agreements, through the development of joint planning products, or by other locally determined means.
- Ladders of Opportunity.*** The UPWP should include work efforts that promote access to essential services as part of the transportation planning process. Essential services include housing, employment, health care, schools/education, and recreation. This work should include the identification and development of performance measures and analytical methods to measure the transportation system's connectivity to essential services. This information can then be used to identify gaps as well as solutions to address those gaps.

### **New Hampshire Planning Emphasis Areas**

- MAP-21/FAST Act & Planning Final Rule - Compliance, Planning Performance Measures.*** The UPWP should include appropriate work efforts to ensure that the MPO complies with the metropolitan planning and programming requirements of MAP-21, the FAST Act, and the





subsequent planning regulations developed by FHWA and FTA. Specifically, the two new Planning Factors included in the FAST Act should be incorporated into planning activities and the development and implementation of a compliant performance based planning and programming process should be undertaken.

2. **Urbanized Area Suballocation and Project Selection.** The FAST Act requires suballocation of resources and project selection authority for the Surface Transportation (STP) and Transportation Alternatives (TAP) Programs, and the UPWP should include the collaborative efforts to ensure that these requirements are implemented where appropriate.
3. **Congestion Management Process implementation.** The MPO Congestion Management Process (CMP) was established in 2010, and UPWP work elements should support the data collection and monitoring efforts necessary to implement an effective CMP. Recommendations from MPO Planning Reviews should be addressed as necessary.
4. **Freight Planning.** Identify resources and work elements necessary to develop a metropolitan freight plan that assesses the condition and performance of the region’s critical freight network and identifies solutions to freight bottlenecks and other deficiencies.
5. **Fiscal Constraint and Financial Planning.** The work program should identify resources and work elements necessary to ensure that the Long Range Transportation Plan and Transportation Improvement Program include financial documentation and processes that meet the requirements of the FAST Act and the Statewide and Metropolitan Transportation Planning Rules.
6. **Metropolitan Travel Demand Model Maintenance.** Ensuring that the MPO is maintaining the function and capacity of the travel demand model and keeping it up-to-date and developing applications to utilize the model in transportation planning functions. This includes identifying the resources necessary and working collaboratively to implement a comprehensive Household Travel Survey to assist in calibrating New Hampshire’s metropolitan and statewide models.
7. **Data Collection for HPMS.** Include the resources and work elements as necessary to provide for MPO involvement in the complete traffic counting, pavement condition monitoring, and other activities and data for maintaining New Hampshire’s statewide HPMS data.
8. **Planning and Environmental Linkages (PEL).** The benefits of utilizing [FHWA’s Planning and Environmental Linkages](#) (PEL) approach should be considered and appropriate work elements should be included to support Programmatic Mitigation Plans, and the identification of potential environmental mitigation activities in consultation with resource and land use management agencies. This includes support for integrating environmental analysis, project purpose and need, and preliminary alternatives analysis in corridor studies and long-range transportation plans.
9. **Climate Change & Stormwater Impacts, Resiliency.** Ensure that the LRTP and other planning efforts address climate change and stormwater impacts, as well as mitigation and adaptation strategies. MPOs are encouraged to work with NDHOT and NHDES to consider New Hampshire’s Climate Change Plan and NHDOT’s Final Report on Potential Impacts of Climate Change on Transportation Infrastructure to help identify challenges and strategies





for further consideration in the planning process, including climate change vulnerability assessment and adaptation activities. In addition the MPO will address special climate change considerations applicable to coastal areas as identified in the NH Risk and Hazards Commission’s Final Report adopted in October 2016.

10. **Livability and Sustainability.** Ensure that resources and work elements are defined as necessary to address livability and sustainability principles in the Long-Range Transportation Plan and the planning process. This includes support public transit, bicycle, and pedestrian transportation planning activities, and efforts to address integrated land use and transportation planning through scenario planning methodologies. Use of [FHWA INVEST](#) (Infrastructure Voluntary Evaluation Sustainability Tool) methodology is encouraged to assist in assessing the sustainability of transportation plans, projects, and programs.
11. **Project Monitoring.** Identify resources and work elements as necessary to support effective project monitoring and the development of MPO annual listing of obligated highway, bike/pedestrian and transit projects.

Along with the ten FAST Act Planning Factors, these areas of emphasis have been integrated into the UPWP tasks discussed in Section 4.0 and apply to each task as shown in **Figure 4**.



**Figure 4: Matrix of Tasks and Related Planning Factors and Emphasis Areas**

Category & Task	Planning Factors										FHWA/FTA Planning Emphasis Areas													
	1	2	3	4	5	6	7	8	9	10	A	B	C	1	2	3	4	5	6	7	8	9	10	11
<b>CATEGORY 100: MPO ADMINISTRATION</b>																								
Task 101 Accounting & Invoices																								
Task 102 MPO Program Administration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 103 Staff Training	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 104 Indirect Cost Rate Adjustment																								
<b>CATEGORY 200: POLICY AND PLANNING</b>																								
Task 201 State Ten Year Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 202 Land Use & Environmental Linkages	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 203 Transportation Planners Collaborative											✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 204 Interagency Consultation											✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 205 Transportation Improvement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 206 Performance Based Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 207 Intelligent Transportation Systems	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 208 Regional Master Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 209 Transportation Conformity	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 210 Long Range Transportation Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 211 Bicycle and Pedestrian Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>CATEGORY 300: PUBLIC INVOLVEMENT</b>																								
Task 301 Technical Advisory Committee	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 302 Planning Commission Meetings	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 303 Public Participation Plan											✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 304 Public Outreach	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 305 MPO Policy Committee	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>CATEGORY 400: PLAN SUPPORT</b>																								
Task 401 Traffic Counts	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 402 Collaborative Data Collection	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 403 Geographic Information Systems	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 404 Demographics	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 405 Equipment											✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 406 Transportation Model	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>CATEGORY 500: TECHNICAL ASSISTANCE</b>																								
Task 501 Local and Regional Assistance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 502 Statewide Assistance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 503 Local Project Administration Assistance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 504 Special Projects	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 505 Regional Coordinating Councils	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Task 506 Transit Assistance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



## 4.0 CATEGORY & TASK DESCRIPTIONS

Section 4 of the UPWP contains the detailed descriptions of the five work categories. The narrative for each includes the general purpose of the category and the tasks included under each. The task areas list the objective as well as the proposed activities and expected work products. Specific budgeting information related to these categories is include in tables at the beginning of the document which establishes the time and funding allocated to the specific tasks as well as the general timeframe and schedule in which they will be worked on. The RPC is the lead agency on all tasks except for where specifically noted in a particular activity or work product.

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### ***CATEGORY 100: MPO ADMINISTRATION***

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**Purpose:** Facilitates administration of the UPWP Planning Agreement with NHDOT, the development of the MPO Prospectus and UPWP, financial management, training of staff, and conduct of other activities needed to maintain compliance with MPO requirements.

#### **Task 101 — Accounting and Invoices**

**Objective:** Staff efforts related to the development, submittal, and approval of reimbursement requests, for monitoring financial controls and ensuring compliance with contract obligations.

#### **Proposed Activities & Products**

1. **Financial Management and Reporting:** The day to day accounting needs of the MPO. This includes continued refinements to the MPO financial accounting and reporting system to better meet agency and reporting needs. Includes the development and monitoring of the Indirect Cost Rate in accordance with 2 CFR 200 as a predetermined fixe indirect cost rate to be used as the basis of monthly billing and cost allocation and adjusted post-audit.

**Work Product:** Monthly UPWP invoices

**Work Product:** Indirect Cost Rate (ICR) analysis and predetermined fixed rate established for each fiscal year

2. **Audits and Audit Preparation:** Preparation for annual financial audits in compliance with OMB Circulars A-87 and A-133, and others as appropriate.

**Work Product:** Annual Financial Audit for each fiscal year meeting the requirements of 2 CFR 200 as required and submitted through the federal clearinghouse.



## Task 102 — MPO Administration

**Objective:** To provide for the development of the MPO UPWP and Prospectus, general administrative and clerical services, and coordination of efforts with other agencies supporting the timely completion of UPWP tasks.

### Proposed Activities & Products:

- 1. Development of and Amendments to Unified Planning Work Program:** This task supports the development, implementation, modification of and administration of the MPO Unified Planning Work Program (UPWP). The MPO staff work cooperatively with NHDOT, FHWA, FTA and regional transit operator to formulate the UPWP, incorporating new planning needs, requirements and emphasis areas. Occasionally changes to the UPWP are required to adjust the document to fit unanticipated needs or shifting priorities. This can be a minor budget adjustment, movement of funding/resources from one category to another, or adding/removing of work tasks. Minor revisions may occur multiple times over the course of the UPWP with larger modifications or amendment processed much less frequently each cycle.

**Work Product:** UPWP for Fiscal Years 2020-2021

**Work Product:** Minor revisions, modifications, and amendments to the UPWP for Fiscal Years 2018-2019 (as Needed)

- 2. UPWP Administration:** General administrative tasks relevant to the fulfillment of the FY 2014-2015 MPO Unified Planning Work Program and to ensure compliance with federal and state regulations. This includes completion of timesheets and monthly work program reports, attendance at staff meetings, attendance at coordination meetings with NHDOT and other agencies, and other administrative tasks.

**Work Product:** Monthly Work Program Reports and other required reports.

**Work Product:** Completion of employee timesheets

- 3. Contract Management:** Tasks related to the conduct of the UPWP contract and any related sub-contracts and agreements and related procurement process. Includes meetings with NH DOT to discuss UPWP contracts, maintenance of the DBE program and goals, and Title VI implementation.

**Work Product:** DBE Program and goal analysis

**Work Product:** RPC internal procurement guidelines, model RPF, RFQ, and third party contract.

**Work Product:** Standardized training and professional development request form.

- 4. MPO Prospectus Updates:** Updates to the MPO Prospectus document which has three



functions; establish the federally mandated “3C” transportation planning process, defines the roles and responsibilities of the various Federal, State, Regional, and local agencies involved in the MPO, and it documents the interagency agreements between involved agencies. A significant update was made to incorporate MAP-21 and 2010 Census changes in 2014-2015; minimal work envisioned for 2018-2019, however some changes to the TIP/STIP Amendment procedures are being discussed and will be incorporated if implemented.

**Work Product:** Amendments to the MPO Prospectus (as needed)

- 5. UPWP Administration Guidance Document:** The NHDOT is in the process of developing a uniform guidance document for the administration of MPO and RPO UPWPs in New Hampshire. To ensure input from MPOs the NHDOT has requested that several MPO and RPO staff participate in a working group to refine the existing draft document. One RPC staff member will participate.

**Activity:** Participation in UPWP Administrative Guidance Development process

**Work Product:** Assistance with development of draft document and comments on drafts as needed.

## Task 103 — Staff Training

**Objective:** To provide for development of staff skills through attendance at transportation related workshops, seminars, and conferences.

### Proposed Activities and Products:

- 1. Conferences, Seminars, and Workshops:** Continued training of MPO planning staff through attendance at transportation related conferences, workshops, and seminars with content having relevance to the work program. Emphasis will continue to be placed on travel demand modeling/scenario planning, highway capacity, traffic impact analysis and land use/transportation interrelations, bicycle, pedestrian and transit planning, and adaptation or resiliency planning. Attending at least one national transportation conference each year such as the Transportation Research Board (TRB), Association of Metropolitan Planning Organizations (AMPO) and/or National Association of Regional Councils (NARC) national transportation planning conferences will be emphasized. Attendance at other conferences and/or training workshops with content relevant to transportation planning may include the American Planning Association (APA), Northern New England Chapter of the APA (NNECAPA), PREP Estuaries Conference, the New England Interstate Water Pollution Control Commission (NEIWPC) Urban and Regional Information Systems Association (URISA), Community Transportation Association of America (CTAA), New England Bicycle/Pedestrian Summit, and the National Bike Summit.

**Activity:** Participation in professional development and training opportunities on various topics; attendance and report to TAC and Policy Committees as appropriate on conferences.



**Activity:** Attendance at AMPO, TRB or other national transportation related conference, with reports to staff and/or Policy Committees.

- 2. Model/Software Training:** Specialized training for transportation modeling staff in the theory and application of travel demand modeling as well as the specific workings of the MPO regional Travel Demand Model through the MPO model Consultant (RSG) or through Caliper Software (TransCAD). Training in other specialized software relevant to the business of the MPO such as the EPA MOVES model, Highway Capacity Software, modelling, GIS networking software, scenario planning, or others may also be included as opportunities arise.

**Activity:** Staff trained on regional travel demand modeling and the MPO model.

**Activity:** Staff trained on other transportation analysis software programs.

## Task 104 — Not Used

## Task 105 — Performance Reporting

**Objective:** To measure the performance of the MPO in terms of completing efforts listed in the UPWP. This takes the form of the mid-contract UPWP progress reviews completed just after the first year of the two year UPWP, FHWA/FTA Planning Reviews which occur every four years, and the UPWP Performance Report completed at the end of each contract.

### Proposed Activities & Products:

- 1. UPWP Performance Report:** The MPO UPWP performance report provides an assessment of tasks completed and progress made on efforts undertaken during the previous UPWP contract. This document also includes an explanation of tasks not completed or carried over to the next UPWP. The materials utilized to prepare for the mid-term progress review will be utilized as the Performance Report for the first half of the UPWP contract (Year 1).

**Work Product:** MPO UPWP Performance Report for the FY 16-17 UPWP

- 2. Planning, Billing, and Progress Reviews:** Prepare for and meet with NHDOT, FHWA, and FTA as requested to discuss progress on the current UPWP and any ongoing issues and concerns with work to date. NHDOT UPWP mid contract reviews are expected to occur in the spring/summer of 2018; the FHWA/FTA planning review is scheduled between June 1, 2017 and May 31, 2018.

**Work Product:** Completed questionnaire and Mid-term UPWP progress review meeting with NHDOT (~June, 2018)

**Work Product:** Completed questionnaire and Planning Review conducted by FHWA/FTA every 4 years (next anticipated during FY 18)





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## CATEGORY 200: POLICY AND PLANNING

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**Purpose:** Provide for the development and update of the Rockingham MPO Long Range Transportation Plan and other guiding documents and reports produced for the region. Also includes the conduct of special studies and projects such as updates to transportation and related chapters of the RPC Regional Master Plan, the initiation of corridor monitoring committees, and participation other relevant statewide and regional planning efforts.

### Task 201 — State Ten Year Plan

**Objective:** Participation in the State Ten Year Plan development, GACIT public hearings, and other tasks related to the adoption of the Ten Year Plan.

#### Proposed Activities and Products:

1. **GACIT Hearings and Ten Year Plan Process:** Participation in the hearings and efforts of the Governor’s Advisory Council on Intermodal Transportation related to the adoption of the State Ten Year Plan. This also includes comments/response to the draft Ten Year Plan and development of a list of priority projects that the MPO recommends be added to the Ten Year Plan.

**Work Product:** Priority project listing for submittal to NH DOT for addition to the Ten Year Plan (Generally April of odd numbered years)

**Work Product:** Comments/Responses to Draft State Ten Year Plan

**Activity:** Participation in GACIT Hearings & Ten Year Plan process (September-October of odd numbered years)

### Task 202 — Land Use and Environmental Linkages

**Objective:** Work related to the role of the transportation system in relation to climate change, livability, overall sustainability, and includes activities that involve the nexus between land use and transportation. RPC will work to implement appropriate transportation, land use, livability, and climate change recommendations identified in the newly adopted RPC Regional Master Plan.

#### Proposed Activities and Products:

1. **Natural Resources Coordination Studies/Projects:**

- **Southeast Watershed Alliance:** The Southeast Watershed Alliance was formed to create





better municipal, inter-municipal, and regional planning and coordination relative to wastewater and water quality, especially non-point source and stormwater management. The intent is to establish a regional framework for coastal watershed communities to plan, implement, and invest in wastewater and stormwater, non-point source controls and integrated management approaches that protect the water quality, natural hydrology, and habitats of the state's coastal resources and associated waters. RPC staff will continue participation in the SWA and provide technical assistance regarding stormwater management and non-point source pollution. Within the SWA is the Stormwater Coalition which assists communities in meeting Phase II of the National Pollutant Discharge Elimination System Federal Stormwater Regulations and the Municipal Separate Storm Sewer System (MS4) requirements which for New Hampshire communities is primarily concerned with managing roadway drainage and runoff.

**Activity:** Participation & technical assistance to Southeast watershed alliance and the Stormwater Coalition, especially relating to managing runoff and non-point source pollution and related MS4 requirements pertaining to roads, parking facilities and drainage facilities.

2. **Planning and Environmental Linkages:** Through the development of a project specific Long Range Transportation Plan, the MPO is ideally situated to incorporate a collaborative and integrated approach to the planning and project development process in the region. By better linking environmental, community, and economic goals more environmentally sensitive transportation projects can be designed that will enhance conservation efforts, improve relationships with resource agencies, and reduce duplication of effort during the NEPA review process.

**Activity:** Consultation with Resource Agencies regarding Long Range Transportation Plan consideration of natural, historic, and cultural resources.

**Work Product:** Development of integrated system level planning activities that can aid in linking transportation and conservation planning

**Work Product:** Incorporating Eco-logical principles of infrastructure planning and design into the MPO Long Range Transportation Plan and project development efforts.

**Work Product:** Integration of Ecosystems approach to planning to better link transportation planning with the activities of resource agencies, land management agencies, and local planning efforts.

3. **Climate Change Initiatives:** Incorporating consideration of climate change mitigation and adaptation into the MPO Planning Process. In cooperation with other agencies, participation in studies, working groups, and other efforts to understand the vulnerability of the region to climate change, to understand the effects of climate change, and help communities mitigate negative consequences.

- **Coastal Adaptation Workgroup (CAW):** RPC Staff will continue to participate in the Coastal Adaptation Workgroup which assists New Hampshire Coastal communities with training and



education in preparing for natural hazard and climate change impacts. The goal of CAW is to help coastal communities develop and implement adaptation strategies through training, education, technical assistance, and outreach. Projected sea level rise, increased storm activity and severity will impact the transportation system of seacoast communities. RPC staff needs to have a full understanding to provide support via transportation planning and project recommendations as much transportation network of the RPC region is susceptible to impacts from sea level rise and increased storm activity. This information is utilized in both the development of the Long Range Transportation Plan and the project selection process for the Plan and the Ten Year Plan.

**Activity:** Participation in approximately 10 meetings per year of the Coastal Adaptation Workgroup.

- **HSEM Hazard Mitigation Planning:** A grant from FEMA will produce a regional vulnerability assessment report and map set for NH coastal communities and develop a model Coastal Flood, Hazards and Adaptation Chapter to be incorporated into coastal community Hazard Mitigation Plans.

**Work Product:** Incorporate Hazard Mitigation recommendations into Long Range Transportation Plan and into other transportation planning activities.

## Task 203 — Transportation Planners Collaborative

**Objective:** Participation in the Transportation Planners Collaborative and improved communication and cooperation between and among transportation planning partners in New Hampshire.

### Proposed Activities and Products:

1. **Transportation Planning Collaborative:** A meeting of NH transportation planners to foster improved communication between the NHDOT and RPCs/MPOs. Primary focus of the TPC during the 18-19 UPWP will be on the realignment of the Ten Year Plan process to strengthen RPC roles and better integrate existing transportation planning processes.

**Activity:** Participation in Transportation Collaborative meetings for the purposes of realigning the Ten Year Plan process to strengthen RPC roles and better integrate existing transportation planning processes.

## Task 204 — Interagency Consultation

**Objective:** Coordination of activities and efforts with adjacent MPOs, State Agencies, and Federal planning partners is an important activity that reduces duplication of effort and



ensures that issues of common concern are addressed.

### Proposed Activities and Products:

1. **Interagency Consultation:** Monthly interagency consultation conference calls and other meetings or communication with FHWA, NHDOT, MPOs and resource agencies to address TIP, Long Range Plan, Ten Year Plan, air quality conformity and other aspects of the 3Cs planning process.

**Activity:** Participation in monthly Interagency Coordination meetings/conference calls.

## Task 205 — Transportation Improvement Program

**Objective:** To maintain the 2017-2020 Transportation Improvement Program through amendments and minor revisions, and approve the 2019-2022 Transportation Improvement Program. In addition, the List of Obligated Projects must be produced each year.

### Proposed Activities and Products:

1. **MPO Transportation Improvement Program (TIP):** To maintain and amend as necessary the MPO 2017-2020 TIP and prepare the FY 2019-2022 TIP, in cooperation with the State as required under the State's biennial TIP/STIP development schedule, and to conduct other TIP-related activities as needed to continue compliance with 23 CFR Part 450, Subpart C.
  - **TIP Preparation:** Prepare and adopt the Rockingham Planning Commission TIP, including Air Quality Conformity determination, financial constraint analysis, and a summary of results from prior TIPs. Ensure consistency between the project specific element of the Long Range Transportation Plan and regional air quality conformity analysis.
  - **Project Development Support:** Work with project applicants and NHDOT with application development and project implementation. In addition, staff will participate in TIP committee meetings as requested.
  - **Evaluate Regional Project Needs:** As part of the TIP and Plan development, conduct an evaluation of regional transportation improvement needs, using input from the Long Range Plan, The Congestion Management Process (CMP), the travel demand model, NHDOT and other parties, and propose projects, or encourage state or local governments to propose projects, as appropriate.

**Work Product:** Draft FY2019-2022 Rockingham MPO TIP

**Work Product:** Project applications and documentation of implementation activities



**Work Product:** Documentation of regional project needs for Plan/TIP updates

**Work Product:** Development and maintenance of a TIP project tracking database.

- 2. **TIP Amendments:** Evaluate and process TIP Amendments as needed. Grouped amendments are generally proposed by NHDOT 3-5 times per year.

**Work Product:** Approval and documentation of TIP Amendments

**Work Product:** Updated TIP project database to reflect amended projects

- 3. **TIP Administrative Adjustments:** Evaluate and process TIP Administrative Adjustments as needed. In practice, administrative adjustments occur monthly.

**Work Product:** Approval and documentation of monthly TIP Administrative Modifications

- 4. **Annual List of Obligated Projects:** Obligated projects are those that FHWA or FTA have committed to reimbursing a share of the cost of implementation. Annually, by December 31<sup>st</sup>, the MPO is required to produce a listing for all projects in the region for which Federal funds were obligated during the previous fiscal year.

**Work Product:** FY 2017 Annual List of Obligated Projects (December, 2017)

**Work Product:** FY 2018 Annual List of Obligated Projects (December, 2018)

## Task 206 — Performance Based Planning

**Objective:** To complete all work related to the development and implementation of performance measures and targets in the MPO planning process as required by MAP-21, the FAST Act, and subsequent regulations. This includes the continued implementation and maintenance of the Congestion Management Process undertaken to satisfy the requirements of 23 USC § 134.

### Proposed Activities and Products:

- 1. **Performance Measures and Targets:** Integration of a Federally mandated Performance Based Planning process including the establishment of specific performance measures and targets. will be developed as part of the implementation of performance-based decision-making with the MPO planning process in coordination with adjoining MPOs, NHDOT, transit agencies, and FHWA/FTA.

**Work Product:** Implementation of Federally required Performance Measures and Targets for the MPO.

**Work Product:** Implementation of supplemental Performance Measures and Targets for the MPO.

**Activity:** Coordination with NHDOT and other NH MPOs on Performance Measures

**Activity:** Coordination with KACTS/SMPDC and Boston Urbanized Area MPOs as



appropriate.

- 2. Congestion Management Process:** The MPO Congestion Management Process (CMP) is a tool for understanding regional traffic congestion and providing information on transportation system performance. A CMP must measure multi-modal transportation system performance, identify the causes of congestion, assess alternative actions, implement cost-effective actions, and evaluate the effectiveness of implemented actions. The RPC approved a corridor-based CMP in 2010 and will be working to implement corridor committees and develop the reports necessary for the program. This includes Interstates 93 and 95, NH Routes 16, 28, 33, 101, and 125, US Route 1 and the US 1 Bypass, and portions of NH 107, 108, and 111. The goal is to develop reports for each CMP corridor (grouping I-93 and NH 28 as well as I-95 and US 1/US 1 Bypass) and update a portion of them each year. A regional report summarizing the corridor reports will be produced annually. The RPC recently became a member of the I-95 Corridor Coalition and are hoping to utilize that resource to aid in the development of the CMP corridor reports and assess congestion issues.

**Work Product:** Traffic volume and classification data collection as part of RPC traffic count program

**Work Product:** Analysis of travel time data for each CMP corridor for which NPMRDS data is available

**Work Product:** Establish Corridor Committees

**Work Product:** Integrate CMP into Performance Based Planning efforts

**Work Product:** CMP Regional and Corridor Reports

## Task 207 — Intelligent Transportation Systems (ITS) and Incident Management Systems (IMS)

**Objective:** Maintain the regional ITS architecture developed in cooperation with SRPC. The ITS Architecture and Strategic Plan were updated in 2012 and no significant work is anticipated with these documents during this UPWP. This task also includes participation in Incident Management System (IMS) efforts in the region such as that underway for the Newington-Dover Turnpike and through Southern Maine Planning and Development Commission (SMPDC) for the I-95 corridor in Maine.

### Proposed Activities and Products:

- 1. Regional Intelligent Transportation Systems (ITS) Architecture:** Maintenance and any updates of the regional ITS architecture and Strategic Plan for the Strafford and Rockingham MPOs.



**Work Product:** Updates to the Regional ITS Architecture & Strategic Plan as needed – None anticipated during FY 18 and 19

2. **Incident Management Systems (IMS):** Participation in incident management and response planning efforts in and adjacent to the region as necessary.

**Activity:** Participation in Newington-Dover and I-93 Incident Management Systems

**Activity:** Participation in the Incident Management System for the I-95 corridor

## Task 208 — Regional Master Plan

**Objective:** To complete work related to the development of the Transportation Chapter and other related aspects of the Regional Master Plan. This document was recently updated and no work is anticipated during the 2018-2019 UPWP.

### Proposed Activities and Products

**Work Product:** None at this time.

**Activity:** None at this time.

## Task 209 — Air Quality Conformity

**Objective:** To complete work related to satisfying the requirements of the Clean Air Act Section 176(c), 40 USC § 93, and other policy documents from FHWA and EPA relating to air quality conformity. As of July 20<sup>th</sup>, 2013, the region was reclassified as an attainment area (Maintenance) meaning that regional Conformity Determinations are not necessary with TIP and Plan updates. No Air Quality Conformity analysis is anticipated to be required during the 2018-2019 UPWP.

### Proposed Activities and Products

**Work Product:** None at this time.

**Activity:** None at this time.

## Task 210 — Long Range Transportation Plan

**Objective:** To develop and maintain the Rockingham MPO Long Range Transportation Plan and related polices that are consistent with the requirements of 23 CFR Part 450, Subpart C.



## Proposed Activities and Products:

1. **Transportation Plan Update:** Carry out the update of the Rockingham MPO Transportation Plan in conjunction with development of the Transportation Improvement Program. Work will be focused in several areas: (1) enhanced treatment for bike, pedestrian, and transit components of the transportation system; (2) development of additional project details for transportation projects; (3) full integration of the statewide project selection criteria and process; (4) integration of a Performance Based Planning, (5) soliciting communities and agencies for any unidentified transportation issues and projects in the region, (6) enhanced treatment for freight and goods movement as a component of the transportation system, (7) integration of a regional climate change vulnerability analysis, especially relating to transportation infrastructure and services. The RPC is working on a number of projects related to environment, water quality and stormwater management, climate change, and adaption planning. Staff will be working to incorporate the outcomes of those projects into the MPO LRTP through an expanded discussion of land use and environmental impacts as well as discussions of infrastructure vulnerability to natural hazards. Major Components of the Long Range Plan include the following:
  - **Performance Based Planning Process:** Federal regulations require the implementation of a performance based transportation planning process and this will require integration of performance measures, targets, and related data collection and analysis efforts into the MPO Long Range Transportation Plan.
  - **Livability/Sustainability:** Integrate livability principles into the Long Range Plan to encourage expanded transportation choices, sustainable economic and land use development patterns, and leverage existing investments in infrastructure and communities.
  - **Fiscal Constraint Analysis:** Prepare an analysis of projected revenues and expenditures by year for the region in cooperation with NHDOT and other NH MPOs. This will include developing a budget of funds reasonably expected to be available in the region on which to base project specific recommendations and sequencing.
  - **Transportation Project Development:** A deficiency in the MPO long range planning has been a lack of detailed information available regarding Plan project proposals. This work tasks is intended to refine the project selection process and to supplement project descriptions with additional detail to enable decision-makers to better prioritize.
  - **Environmental Mitigation, Climate Change, and Adaptation:** The FAST Act (and its predecessors) requires that the MPO include discussions of environmental mitigation within the Long Range Plan. This work task is to continue to revise and refine these discussions, to maintain up-to-date information regarding potential areas of mitigation, and to maintain consistency with State, regional, and local environmental planning efforts. This component of the plan will also be expanded to include discussion of the impacts of climate change on land use and transportation in the region and methods of adapting to the changing environment.
  - **Population and Employment Projections:** Modify the population and employment projections included in the Long Range Plan and Air Quality Conformity Analysis to include 2010 census, American Community Survey, employment information to be consistent with Federal and





State estimates for the communities and region. Continue to refine the projection model.

- **Project Selection Criteria:** Limited financial resources require that a set of criteria be in place to evaluate and prioritize projects. The RPC has project selection criteria developed that need refined to be consistent with the newly developed statewide criteria set and scoring methodology.
- **Project Programming Targets:** Working with NHDOT and the other MPOs/RPCs to establish transportation project programming budgets
- **Freight:** Update and expand discussion of freight in the region to reflect the new national emphasis on goods movement. Work with the Statewide Freight Advisory Committee (if established) to ensure that regional freight goals and objectives reflect statewide goals and objectives.

**Work Product:** Complete major update to the MPO Long Range Plan with the focus of fully implementing required performance measures and targets and integrating a performance based planning process.

**Work Product:** Amendments to the Long Range Plan (as necessary)

**Work Product:** Expand project identification and development process consistent with other NH MPOs and NH DOT.

**Work Product:** Revised and project selection process and criteria consistent with other NH MPOs and NH DOT.

**Work Product:** Development and maintenance of a transportation project database.

## Task 211 — Bike and Pedestrian Planning

**Objective:** To develop plans, facilities and programs that encourage bicycling and walking as an alternative to driving and improve bicycle and pedestrian safety using a 5Es approach including Engineering, Encouragement, Education, Enforcement and Evaluation.

### Proposed Activities and Products:

1. **General Bicycle/Pedestrian Planning:** Respond to requests from MPO communities for assistance in planning bicycle and pedestrian facilities. Work with NHDOT, other RPCs, the Bike/Walk Alliance of NH, Seacoast Area Bicycle Routes (SABR) and municipal partners to implement a bicycle and pedestrian traffic counting program. Participate in various initiatives of the NHDOT Bicycle and Pedestrian Technical Advisory Committee (BPTAC), and regional bicycle and pedestrian advisory committees as needed. Develop a regional bicycle and pedestrian plan in conjunction with public outreach for the upcoming state bike/ped plan update.

**Activity:** Participation in NHDOT BPTAC and update to NH Statewide Bicycle &





Pedestrian Plan and Economic Impact Study when they occur.

**Work Product:** Implement bike and pedestrian traffic counting program including analysis of Strava data (see Section 401 Traffic Count Program)

**Work Product:** Regional Bicycle & Pedestrian Plan

- 2. Bike/Walk to Work Week:** Continue collaboration with commuteSMARTSeacoast, SABR, SRPC and other partners to coordinate regional events for Bike/Walk to Work Day and National Bike Month to encourage active transportation. Projects include regional bike/ped commuter breakfasts, the Corporate Commuter Challenge and educational events.

**Work Product:** Bike/Walk to Work/ Green Commute NH Week Preparations

**Work Product:** Documentation of annual BWWD events

**Work Product:** Updated BWWD Workplace Coordinator's Guide

- 3. Multi-Use Trail Projects:** MPO staff will continue to provide planning and project development assistance to the NH Seacoast Greenway (NHSG) Advisory Committee and corridor communities working to develop their segments of the NHSG. This will include working with the State and corridor communities to complete State acquisition of the Hampton Branch rail corridor between Hampton and Portsmouth, and tasks related to trail development along the full Hampton Branch corridor. MPO staff will also provide assistance as time allows to other trail initiatives in the MPO region.

**Work Product:** Project scoping and funding development assistance to communities working to develop their segments of the NHSG

**Work Product:** Local Trail Management Agreements between NHDOT and Corridor Communities



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## CATEGORY 300: PUBLIC INVOLVEMENT AND COORDINATION

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**Purpose:** Provide for appropriate public, stakeholder and constituent participation and input in the development of MPO policies, plans and related documents, including the long range transportation plan, the transportation improvement program, project prioritization policies and tools. This task is focused on staff support of the MPO Technical Advisory Committee and Policy Committee, but may also involve advisory committees established for specific projects or tasks..

### Task 301 — Transportation Advisory Committee

**Objective:** This task provides for the on-going organizational support of the Transportation Advisory Committee (TAC).

#### Proposed Activities and Products:

1. **Committee Support:** Continue to provide support to the MPO TAC, including staffing, public notices, mailings, committee presentation and other education, and other tasks. No less than four TAC meetings will be held in each year of the UPWP.

**Work Product:** TAC agendas, minutes, memos and related committee information for no less than four meetings.

**Work Product:** Meeting presentation and educational materials developed for the TAC on transportation topics as time allows.

### Task 302 — Planning Commission Meetings (Not Applicable)

**NOTE:** *RPC meetings that occur to consider MPO business or subjects are convened as MPO Policy Committee meetings rather than as Commission meetings – See Task 305 below.*

### Task 303 — Public Participation Plan

**Objective:** To evaluate and maintain the MPO Public Participation Process.

#### Proposed Activities and Products:

1. **Public Participation Process Review:** Conduct a biennial review of the MPO Public



Participation Process, including assessment of needs for outreach to Limited English Proficiency (LEP) groups/populations. Update the Public Participation Process as appropriate including review by NHDOT Office of Federal Compliance.

**Work Product:** Revised and updated to the Public Participation Plan

## Task 304 — Public Outreach

**Objective:** To increase public awareness and participation in the transportation planning process and the implementation of plans and projects.

### Proposed Activities and Products:

1. **MPO Website Development & Maintenance:** Maintain and expand the utilization of the MPO Website to include current and archived information from TAC and Policy Committee meetings, information on current projects, and current regional data as well as opportunities for member interaction.

**Work Product:** Maintenance and Expansion of the MPO website

2. **Media Monitoring:** Monitor traditional and social media coverage of transportation issues; utilize press releases and other media contacts to publicize transportation issues and MPO activities. A Facebook-based advertisement may be utilized to gather public input and generate interest in specific planning efforts.

**Work Product:** Documentation of press releases and media stories related to MPO projects.

**Activity:** Expand use of social media to boost public involvement in the transportation planning process.

3. **Media Strategy:** Consider and develop strategies to increase effectiveness of public outreach efforts, including use of social media, opinion surveys, better use of existing email newsletter, and others

**Work Product:** Written “white paper” strategy for improving effectiveness in public outreach

**Work Product:** Monthly Transportation/MPO topics for the RPC e-newsletter

## Task 305 — Policy Committee

**Objective:** This task provides for on-going organizational and meeting support of the MPO Policy committee.



## Proposed Activities and Products:

1. **Committee Support:** Continue to provide support to the MPO Policy Committee, including staffing, public notices, mailings, committee education and other tasks. No less than 3 Policy Committee meetings will be held in each year of the UPWP.

***Work Product:*** MPO agendas, minutes, memos and related committee information for no less than three meetings.

***Work Product:*** Educational presentations to Policy Committee as time allows



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## **CATEGORY 400: PLAN SUPPORT**

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**Purpose:** Provide for the collection, analysis and maintenance of relevant data to support the MPO planning process. This includes the development, analysis, & mapping of socioeconomic, land use, environmental, & transportation system data to be used in the Long Range Transportation Plan, corridor studies, the Congestion Management Process, project development & planning, as well as other planning efforts. This category of work also includes activities pertaining to the maintenance and improvement of the travel demand model.

### **Task 401 — Traffic Count Program**

**Objective:** To collect and analyze traffic data in the MPO Study Area.

#### **Proposed Activities and Products:**

1. **Traffic Count Program:** Continue traffic data collection efforts to support NHDOT traffic data needs; assist communities and NHDOT with local technical studies and analysis: We will use outside assistance, as necessary, to effectively complete this program. The majority of the counting program will be completed by outside vendors. Regular data submissions by the vendors will be reviewed, coordinated with and submitted to NH DOT per the terms of the contract. The RPC will maintain in-house capacity and equipment to support traffic studies as needed. In addition, RPC gets requests each year from communities for traffic counts at specific locations that are not part of the regular program. These are handled on a first come-first serve basis as resources are available. The Traffic Count Program will also include continuation and expansion of the new regional bicycle and pedestrian counting program. This will involve refining locations for ongoing annual manual counts, development of counting protocols in collaboration with other RPCs and the NHDOT Bike/Ped Transportation Advisory Committee (BPTAC), and a combination of automated and manual counts undertaken with regional partners.

**Work Product:** Data from up to 135 Traffic Volume Counts per year supplied to NH DOT as per NHDOT specifications.

**Work Product:** Data from up to 12 Traffic Classification Counts per year supplied to NH DOT or for MPO use.

**Work Product:** Data from up to 10 manual Turning Movement Counts per year supplied to NH DOT or for MPO use.

**Work Product:** Additional traffic counts in response to community requests and MPO needs.

**Work Product:** Data from up to 20 manual and automated bike/ped counts at prioritized locations per year.



## Task 402 — Collaborative Data Collection

**Objective:** To work with NHDOT, NHDES, other MPOs and other agencies to collect data in common formats and with consistent attributes. To date, this has encompassed the collection and analysis of road surface condition data [Road Surface Management Systems (RSMS)] on municipal roadways, and stream crossings on municipal and state roadways.

### Proposed Activities and Products:

1. **Community Road Surface Management Systems:** Activities and staff time devoted to the development and maintenance of road surface condition data for communities, identification of priorities for repair and strategies to best facilitate improvements, general cost estimates, and planning for future maintenance needs. Includes development of improvement and maintenance plans. Efforts will use the SADES data collection system and process.

**Work Product:** None at this time.

2. **Stream Crossing Vulnerability Analysis:** Complete a Vulnerability and Risk Assessment of transportation culvert infrastructure started in the prior UPWP by completing the region-wide inventory and analysis of current road culverts/road crossings and report on the current status and conditions of these assets, based on the SADES protocol. One element of this assessment will include the evaluation the impact of storm events and future climate change scenarios on the assets and the identification of undersized culverts. The process for completing this project is to emulate, or follow, FHWA's current Vulnerability and Risk Assessment Conceptual Model and to utilize other studies that have taken place in the region in order to promote consistency of data and assumptions. Culvert data collected for this effort will be utilizing the SADES field data collection program. Twenty-four of the 27 communities in the RPC region have been surveyed and the remaining ones are anticipated to be completed by fall 2017. The three remaining municipalities to be surveyed are among the most urban in the region and will require additional coordination with local public works departments. Analysis of data and the development of reporting products will continue in the second year of the UPWP.

**Work Product:** A report will be prepared detailing results of the inventory for each crossing within the region by municipality. This report will include a ranking of each crossing's likelihood of failure due to flooding or erosion, the impact on road network function if failure occurs, impact on aquatic organisms, and the potential interaction from storm surge and sea-level rise on tidal crossings. The report will identify culverts planned for replacement and establish a general priority for replacement or maintenance based on degree of vulnerability and impact, and a set of recommendations for each municipality



for maintenance, retrofitting or conducting further study on specific stream crossings. Staff will work with each municipality as requested to help them incorporate the stream crossing inventory findings into transportation planning and maintenance programs, hazard mitigation plans, and land use planning efforts.

**Work Product:** Completion of stream crossing inventories for Portsmouth, Exeter and Raymond.

**Work Product:** Report incorporating the stream crossing inventory for all town in the region, evaluating transportation infrastructure vulnerability from stream crossing failures, and recommending general priorities for replacement or maintenance based on degree of vulnerability and impact

## Task 403 — Geographic Information Systems

**Objective:** To collect and analyze transportation, land use, environmental, and socio-economic data relevant to the MPO Study Area and to support data requirements in the development of the Long Range Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, Transportation Conformity analysis, transit planning, population projections, traffic analysis, regional travel demand modeling as well as other transportation planning efforts of the MPO.

### Proposed Activities and Products:

1. **Geographic Information Systems:** Activities and staff time devoted to the development and maintenance of transportation focused data layers, including a reasonable share of transportation related layers and those that support transportation planning. This includes the maintenance of data layers, mapping, and spatial analysis as well as response to requests for data, mapping, and analysis of transportation related data.

**Work Product:** **Zoning and Land Use Layers:** This is a continuation of the town by town updates to the zoning and land use/ land cover layers. Updates are incorporated into the RPC database as information becomes available for all 27 communities. The RPC will continue retrieving the most recent zoning and land use information for each community. Data collection may be in digital form or in hard copy form and will require varying efforts to incorporate the data, both spatial and tabular. This data will be required for the update of the Long Range Transportation Plan and related scenario planning efforts. New aerial photography collected in 2015 will form the basis for the 2017 land use-land cover update. GIS data layers for the RPC Region

**Work Product:** Updates to the standard map set of land use and land cover maps for all



member communities in June 2018

**Work Product:** Updates to the standard map set of zoning maps for all member communities in June 2019

**Work Product:** Update of Regional Long range Plan Maps for the Plan Update

**Work Product:** Transportation-related maps and data updates as requested

**NH DOT Distributed Data:** The RPC will periodically obtain data sets from NH DOT including road and road attribute data, accident crash data, project inventory data, aerial photography and a variety of other data sets. The RPC will obtain and incorporate this data into the RPC database as needed and as it becomes available. In addition, the RPC will work with the NH DOT when possible to streamline the data sharing process. These products will be used for local special requests and local planning support, including town and regional master plans. At times the RPC may supplement this data with information otherwise not collected by the NH DOT by contacting local public safety agencies, and will share results with NH DOT for inclusion in their data.

**Work Product:** Crash Data compiled for the Region

**Work Product:** Analysis of problem areas for Highway Safety Improvement Program (HSIP)

**Work Product:** RPC Database updates

**Work Product:** Maps and Data as requested

**Economic and Demographic Data:** Update and analyze maps depicting employment sites, housing, and major employers for use by the MPO in maintaining housing and employment data for the model; make data available to communities, social services, REDC and other agencies as appropriate. Data collected will be used to assist in ensuring that transportation programs and projects avoid or minimize adverse impacts to low income and minority populations. Also, data can be used to target outreach to Limited English Proficiency (LEP) groups/populations as needed. Utilize 2010 census and 2010 employment data from NH Department of Employment Security to assist in the update and calibration of the land use allocation module of the regional travel demand. Collect and maintain major employer data, unemployment data and related information to assist in assessing employment growth projections. This work will be done in coordination with the regional Comprehensive Economic Development Strategy (CEDS) initiative. This task also includes working with data available from the 2010 Census for the travel demand model, long range planning, and other efforts.

**Work Product:** Receive, disseminate and analyze 2017 and 2018 ACS Census & related data as available.

**Work Product:** Update ES202 employment data aggregated to TAZ for Regional Travel Demand Model use.

**Work Product:** Updated major employer database for inclusion in Regional Travel Demand Model.

**Resource Layers:** Update and analyze maps and data depicting natural, cultural, historic and other resources. Data and maps will be utilized as inputs into the Long Range Plan, travel demand





model, any sustainability/livability initiatives, as well as individual transportation project development efforts.

**Work Product:** Updated maps and data sets.

**Work Product:** Transportation system vulnerability assessment database

**Standard Map Set:** Update of the standard set of maps that are produced for all communities within the region for use in planning and resource protection. The content of the maps includes transportation infrastructure, zoning, land use, surface water, stratified drift aquifers, composite tax data, conservation lands, community facilities, soils data, buildout data, and digital orthophotos. Additional maps will be produced dependent upon the data available.

**Work Product:** Updated standard map set for each community in the region for distribution in June 2019.

## Task 404 — Demographics

**Objective:** To collect and analyze socio-economic and demographic data relevant to the MPO Study Area and to support data requirements in the development of the Long Range Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, Transportation Conformity analysis, transit planning, population projections, traffic analysis, regional travel demand modeling as well as other transportation planning efforts of the MPO. Population and employment projections assist in assessing future travel demand and transportation system needs.

### Proposed Activities and Products:

1. **Population and Employment Projections:** Activities and staff time devoted to the development and maintenance of regional population and employment projections to support the travel demand model and the Long Range Transportation Plan.

**Activity:** Work with OEP and other NH MPOs and Planning Commissions to update the Statewide population projections and regional population projections

**Work Product:** Extend the NH Department of Employment Security 10 year regional employment projections into twenty year projections and incorporate into the MPO model and Long Range Transportation Plan.

2. **Analysis of Census Data:** Activities and staff time devoted to the analysis of Census and other demographic data for transportation planning purposes. While limited in applicability, the ACS data provides some insight into commuting patterns, methods of transport to work and general



flow of people between home and work.

**Work Product:** Receive, disseminate and analyze American Community Survey and related data as available.

**Work Product:** Updated CEDS data tables and economic summaries relating to employment, population, and housing data.

**Work Product:** Analysis of ACS Journey to Work/commuting patterns data where possible

## Task 405 — Equipment and Resources

**Objective:** The purchase of equipment and transportation planning resources such as books, manuals, and software. This task area has minimal staff time as it is primarily

1. **Purchase/Repair Traffic Counting Equipment:** Purchase and repair of traffic counting equipment.

**Work Product:** Repaired traffic counting equipment (as needed)

**Work Product:** New counting equipment for conducting volume/classification/speed counts on high volume facilities.

2. **Memberships and Subscriptions:** Membership to the Association of Metropolitan Planning Organizations (AMPO) and to the transportation planning component of the National Association of Regional Councils (NARC).

**Work Product:** AMPOs membership

**Work Product:** NARC transportation section membership

3. **Transportation Planning Resources:** Purchasing transportation planning resources such as books and manuals like the Highway Capacity Manual, Trip Generation Manuals, and others as needed.

**Work Product:** Transportation Planning Resources

4. **Computer Hardware and Software:** Purchase and maintenance of computer hardware and software utilized for transportation planning or used by the transportation planning staff. This includes GIS, travel demand model, and other transportation planning software maintenance agreements.

**Work Product:** ArcInfo and ArcView License renewals(ESRI)

**Work Product:** TransCAD License (Caliper Corp.)

**Work Product:** HCS+ Maintenance (McTrans)



**Work Product:** Acquisition of one to two replacement computers

**Work Product:** Other transportation planning software purchases/updates as needed.

## Task 406 — Travel Demand Modeling

**Objective:** Continue work on maintaining and improving the capabilities and operation of the RPC/SRPC MPO travel demand model. Utilize model for air quality analysis conformity analysis as needed, for travel demand estimation, land use scenarios and forecasting, estimating the effectiveness of proposed transportation improvement projects and plans, and understanding system efficiency and congestion as a component of the Congestion Management Process.

### Proposed Activities and Products:

1. **Model Maintenance, Updates and Enhancements:** The maintenance of the model with Strafford Regional Planning Commission as well as periodic updates and enhancements. The RPC would like to continue to make improvements that simplify and streamline the modeling process as well as enhance its capabilities. Specifically work during this UPW will focus on working with our state and regional planning partners to implement a Household Travel Survey to more closely calibrate the model with local and regional travel patterns. In addition, work will begin on integrating the regional land use buildout model with the MPO Travel Demand Model to provide more dynamic and automated land use assignment to Traffic Analysis Zones

**Work Product:** Continued improvements in data efficiency and reduced data redundancy

**Work Product:** Enhanced Model capabilities

**Work Product:** Updated Household Travel Survey

**Work Product:** Modify regional buildout analysis to provide dynamic land use allocation data to the MPO Travel Demand Model.

**Work Product:** Incorporate the Town of Raymond into the model region.

**Work Product:** Calibrated and validated travel demand model that can be certified as meeting FHWA standards (Assumes HHT survey has occurred)

2. **Travel Demand Forecasting:** Travel demand forecasts for specific transportation plans or projects. Also as part of the Congestion Management Process to identify roadways and intersection that are likely to become significantly congested given forecasted growth and travel patterns. The model may also be used to test land use development and growth scenarios as part of the update to the Long Range Transportation Plan or as part of updates to the Regional Master Plan.

**Work Product:** Forecast regional and facility specific traffic levels as requested



**Work Product:** Conduct scenario planning exercises for the Long Range Transportation Plan.

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## **CATEGORY 500: TECHNICAL ASSISTANCE AND PLANNING**

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**Purpose:** Allows the Rockingham MPO staff to address local transportation issues and concerns by providing direct transportation planning consultation and general technical assistance, project development assistance, and grant funding resources to communities within the MPO study area in response to local needs and requests.

### **Task 501 — Local and Regional Assistance**

**Objective:** Regional planning projects and technical assistance to communities. This includes scoping and performance of studies, attending community meetings on specific issues or items, review of development impacts for transportation issues.

#### **Proposed Activities and Products:**

1. **General Transportation Assistance:** Providing general transportation planning and technical assistance to area communities and other public entities on an as-requested basis and when financially and technically feasible. Occasionally RPC staff will work with other NH MPOs, MPOs from bordering states or other planning partners to address a specific issue or to accomplish a specific task. Past work in this area has included coordination of the Congestion Management Process, and development of common MPO project selection criteria. This task includes attending local Planning Board, Board of Selectmen, and other meetings to discuss or provide input on transportation related topics as requested.

**Work Product:** Reports and memoranda related to local assistance as required.

**Activity:** Participation in regional working groups (as needed)

**Activity:** Attendance at local meetings and advisory groups (as needed)

2. **Development Impact Review:** Attend NH DOT scoping meetings, review and comment on land use development proposals and traffic impact studies as requested or as part of the Development of Regional Impacts process.

**Work Product:** Comments on Traffic Impact Studies and development proposals as requested

**Work Product:** Provide input regarding Developments of Regional Impact as requested.

3. **Complete Streets Policy and Guidance:** Develop a Complete Streets policy for the region and



provide technical assistance to communities in implementing their own Complete Streets Policies and Complete Streets demonstration projects.

**Work Product:** Complete Streets Policy for the RPC MPO region

**Work Product:** Documentation of local assistance on Complete Streets projects

4. **Scenic Byway Corridor Management Plan Implementation:** During FY2015-2016 RPC has worked with regional corridor committees to develop Corridor Management Plans for the NH Coastal Scenic Byway (traversing Seabrook, Hampton, North Hampton, Rye, New Castle and Portsmouth) and the Robert Frost/Stagecoach Scenic Byway (traversing Atkinson, Hampstead, Chester, Auburn, and Derry). Going forward, efforts will shift to supporting and providing technical assistance to the two Byway Councils in implementing CMP recommendations, including project development as requested.

**Work Product:** Support and technical assistance to Byway Councils.

5. **RPC Executive Directors Meetings:** Monthly meetings of the RPC Executive Directors with NH DOT and other State and Federal agencies to discuss transportation planning and other related issues.

**Activity:** Participation of Staff in monthly RPC Director Meetings regarding UPWP or other transportation related topics

## Task 502 — Statewide Assistance

**Objective:** Provide resources to support NH DOT in the development of corridor studies, feasibility studies, project development, and other transportation studies and projects as requested.

### Proposed Activities and Products:

1. **Project Implementation & Monitoring:** Monitor all Projects included in the State of NH Ten Year Program or through District VI; respond to state and local inquiries regarding project status, potential impacts etc.; attend design review meetings, meetings with local officials, and public informational meetings or hearings as needed.

**Work Product:** Input to NHDOT Design Bureau regarding project implementation

**Work Product:** Technical memos regarding implementation activities.

**Work Product:** Written comments relating to project development and preliminary design

**Activity:** Participation on Project Advisory Committees for regional projects as necessary.



- 2. HSIP Project Implementation:** The Highway Safety Improvement Program process in NH requires staff to examine problem locations around the region for crash history and determine candidates for short-term improvements, road safety assessments, or other action.

**Work Product:** Analysis of accident locations in the region.

**Work Product:** Input into the HSIP project selection process.

**Activity:** Participation on HSIP Committee

**Activity:** Participation in Road Safety Audits as appropriate

- 4. Statewide Freight Plan/Planning:** Support NHDOT efforts to develop a Statewide Freight Plan as required by MAP-21 and the FAST Act.

**Activity:** Participation in statewide Freight Advisory Committee

**Work Product:** Comment on draft statewide Freight Plan

## Task 503 — Local Project Administration (LPA) Programs

**Objective:** To aid communities and regional agencies through assistance with the administration and implementation of locally managed projects.

### Proposed Activities and Products:

- 1. Transportation Alternatives Program:** Work with applicants for Transportation Alternatives funds (TA) to provide project development assistance; evaluate and rank project applications; assist applicants as needed with statewide selection process; monitor project implementation. In addition, staff will participate in any TA subcategory Advisory Committee meetings as requested.

**Work Product:** Regional TA application and evaluation process

**Work Product:** Documentation of project implementation work

**Work Product:** Assistance with project implementation and management as necessary

- 2. Congestion Mitigation & Air Quality Program:** Work with applicants for Congestion Mitigation & Air Quality (CMAQ) to provide project development assistance; evaluate and rank project applications including air quality analyses; assist applicants as needed with statewide selection process; monitor project implementation. In addition, staff will participate in CMAQ Advisory Committee meetings as needed.

**Work Product:** Regional CMAQ application and evaluation process

**Work Product:** Documentation of project implementation work

**Work Product:** Assistance with project management and implementation as necessary



## Task 504 — Special Projects

**Objective:** To perform studies and develop reports for individual communities. This includes such things as performing small corridor or intersection studies, updating of transportation related community master plan and regional master plan chapters, as well as development of regional guidance documents.

### Proposed Activities and Products:

- 1. Studies:** To provide grant and technical assistance funding within the UPWP to provide local communities resources to carry out small community-specific studies connecting transportation, land use, and natural resources. Eligible projects will include access management studies, traffic calming studies, traffic and parking studies; innovative zoning studies, future land use studies, scenario planning, or other planning efforts that foster improved integration and coordination between transportation and land use within a community.
  - **Traffic Studies:** To perform traffic volume, turning movement, vehicle classification, or other traffic analysis as requested by communities and perform analysis on that data.
  - **Parking Studies:** To perform small studies of parking conditions and/or needs as requested by communities, including analysis.
  - **Access Management Plans:** Assist communities with the development of Access Management plans and policies for a corridor or the entire community.
  - **Access Management MOU Development:** Assist in the development and execution of Access Management MOUs between NHDOT District VI and communities.
  - **Community Master Plan Chapters:** Updates to transportation related chapters of the community Master Plans of the communities in the region.

**Work Product:** Completed Studies to be determined

## Task 505 — Regional Coordinating Councils

**Objective:** Support and participate in the operation of the two Regional Coordinating Councils serving communities in the MPO Region.

### Proposed Activities and Products:

- 1. RCC Support – Southeast Region (ACT):** Continue to participate in ACT, the Regional Coordinating Council for community transportation (RCC) for the Southeast NH area, including the eastern portion of the RPC region. Assistance will include development of funding proposals,



development of coordination Operating Agreements with provider agencies, and planning for expansion of volunteer driver program coverage in central Rockingham County.

**Work Product:** Funding applications for ACT services

**Work Product:** Implement service improvements identified through RCC strategic planning, including expanding volunteer driver program coverage to central Rockingham County.

2. **RCC Support – Derry-Salem Region:** Continue to collaborate with SNHPC and CART on management of the Greater Derry-Salem Regional Coordinating Council for Community Transportation (RCC).

**Work Product:** Funding applications for service improvements in region.

**Work Product:** Implement service improvements identified through RCC strategic planning activities, including taxi voucher and expanded volunteer driver programs

3. **Coordinated Public Transit/HHS Transportation Plans:** Work with COAST, CART, Wildcat Transit, neighboring planning commissions and appropriate Human Service Agency staff to incorporate any needed minor updates to the two Coordinated Public Transit & Human Services Transportation Plans that cover the MPO study area. These include the plan for the Greater Derry-Salem RCC covering the western portion of the RPC region and updated during 2015-2016; and the plan for the Southeast NH RCC, covering the eastern portion of the RPC region, updated in 2016-2017.

## Task 506 — Transit and TDM Planning

**Objective:** Promote the incremental development of public transportation and transportation demand management services in the MPO area by working with existing transit agencies, other public and private transit operators, and regional Transportation Management Associations (TMAs).

### Proposed Activities and Products:

1. **Technical Assistance to COAST:** Continue to serve on the COAST board and Executive Committee; collaborate with COAST and Strafford MPO staff on biennial rider surveys and updates to the COAST funding formula. Assess possible service expansions as requested by COAST and RPC communities.

**Work Product:** COAST ridership survey [COAST]

**Work Product:** Funding formula maintenance and update





2. **Technical Assistance to CART:** Continue to serve on the CART board and Executive Committee. Provide technical assistance with multiple projects during the biennium. Anticipated projects include assistance with development of a Transit Asset Management Plan and vehicle replacement planning; planning for new demand-responsive routes replacing some current open demand response service; analyses of ridership patterns to develop demand-responsive routes; assistance in developing operating agreements with other transit providers in the region; assistance with resource development including negotiation for regional split of FTA Urban Formula funds, grant writing and serving as a liaison with RPC member communities.

**Work Product:** Transit Asset Management Plan

**Work Product:** Analysis of potential fixed/demand responsive routes

**Work Product:** Diversified and expanded CART funding base.

**Work Product:** Plan for organizational restructuring of CART transit system

3. **Technical Assistance to Transportation Assistance for Seacoast Citizens (TASC):** Continue to serve on the board for the Transportation Assistance for Seacoast Citizens (TASC) volunteer driver program, and provide assistance with funding development and operations planning. Also work with TASC and ACT to expand the geographic scope of TASC and integrate it into the ACT regional transit brokerage.

**Work Product:** Expanded funding base for TASC

4. **Statewide Community Transit Coordination:** Participate in statewide work on transit development through the NH Transit Association and the State Coordinating Council for Community Transportation (SCC).

**Activity:** Participation in NHTA and SCC in support of regional transit and coordination initiatives

**Activity:** Participation in Transport NH and other collaborative statewide efforts to expand emphasis on alternative modes in State transportation policy

5. **TDM/TMA Support:** Collaborate with the SRPC, COAST, Pease Development Authority and municipalities in the work on the commuteSMARTSeacoast regional Transportation Management Association (TMA). Continue to participate in I-93 TDM planning and implementation work as necessary. Participate as time allows in statewide TDM/TMA collaboration efforts.

**Work Product:** Documentation of TMA support

6. **Regional Transit Planning and Initiatives:** Staff will continue to participate in the Downeaster Station Communities Advisory Committee in Exeter, and work with station communities, NHDOT and NNEPRA to pursue enhancements to Downeaster service. Work on this task includes data collection on use of regional Park and Ride facilities, and any follow-up from the Hampton Intermodal study.

**Activity:** Exeter Downeaster Station Committee Participation





## 5.0 OTHER PLANNING ACTIVITIES

In addition to the MPO transportation planning work, there are a number of other planning efforts by both the Rockingham Planning Commission and other planning agencies in the region. Some of these are transportation planning focused, while others are concentrated on land use or environmental planning. Most are multi-disciplinary in nature and involve some consideration of the transportation system of the area as part of the discussion, issues of concern, or recommendations. This section of the UPWP identifies those projects and programs.

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### ***TRANSPORTATION PLANNING***

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As indicated in the introduction of this Unified Planning Work Program, the “unified” aspect of the document is intended to encompass all MPO transportation planning activities that are foreseen in the region, regardless of funding source or implementing agency. While we cannot be certain that we are aware of all transportation planning activities that will take place in the program period, we do identify all those that we are aware of in which the MPO has a stakeholder or participant role. These are summarized below with funding sources and amount, to the extent they are known, included in tables with each description.

**Purchase of Service:** For State Fiscal years 2018-2019 RPC has agreed to continue in the role of Lead Agency for FTA Section 5310 Purchase of Service funding for the Southeast NH Regional Coordination Council for Community Transportation (Region 10 RCC). The Planning Commission will serve as the grant manager for these FTA funds to be used to purchase transportation services the elderly and individuals with disabilities in the RCC service area, which includes the SRPC region and the eastern portion of the RPC region. Transportation services will be purchased from COAST as well as human service transportation providers meeting service standards adopted by the RCC consistent with FTA requirements. Funds are made available to the region through NHDOT. This role has similarly been taken on by SNHPC and NRPC for the RCCs in their regions. Section 5310 POS funds available to the region for the two year period total \$354,163, and up to 5% may be billed for administrative expenses, classified as Mobility Management. Assuming full utilization of the grant funding for purchase of service, the administrative fee to RPC will be \$17,708 over the two year grant period.

**COAST Transit Planning [COAST]:** COAST will undertake the following activities using FTA Section 5307 and Section 5310 Funds, and may utilize both COAST staff resources and /or outside consulting assistance:

- Provide assistance with planning and mobility management to ACT, the Regional Coordinating Council (RCC) for the Southeast NH region.

<b>COAST 5307 Planning Funds</b>	<b>FY 2018</b>	<b>FY 2019</b>
FTA 5307	\$ 80,000	\$ 80,000
Local Match (COAST)	\$ 20,000	\$ 20,000
<b>Total:</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>



- Participate in updates as needed to the Coordinated Public Transit/Human Service Transportation Plan for the region.
- Continue ongoing general and comprehensive transit planning.
- Conduct biennial system review.

**CART Transit Planning [CART]:** CART will undertake the following activities using FTA Section 5307 and 5310 Funds, and may utilize both CART staff resources and /or outside consulting assistance:

- |  | <b>CART 5307 Planning Funds (Est)</b> | <b>FY 2018</b> | <b>FY 2019</b> |
|--|---------------------------------------|----------------|----------------|
| • Provide assistance with planning for the Greater Derry-Salem Regional Coordinating Council for Community Transportation (Region 9 RCC) | FTA 5307                              | \$ 5,200       | \$ 5,200       |
|  | Local Match (CART)                    | \$ 1,300       | \$ 1,300       |
|  | Total:                                | \$ 6,500       | \$ 6,500       |
- Participate in updates as needed to the Coordinated Public Transit/Human Service Transportation Plan for the region.
  - Conduct ridership analyses to identify potential new demand-responsive route services
  - Implement new demand-responsive routes as identified.
  - Continue ongoing general and comprehensive transit planning.
  - Planning for CART management restructuring

**Hampton Beach Master Plan Update (TCSP Grant):** The Hampton Beach Area Commission was awarded a TCSP Grant for \$300,000 to update the Beach Master Plan and is continuing to develop the Plan.

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***RELATED LAND USE AND ENVIRONMENTAL PLANNING ACTIVITIES***

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The RPC is involved with many land use and environmental planning activities that are interconnected with transportation issues. While transportation isn't the necessarily the focus of these efforts, it is part of the discussion. Transportation

**Anticipated RPC Budget FY 16 and FY 17**

Funding Source	FY16 Budget	% of Budget	FY17 Budget	% of Budget
Member Dues	\$134,783	14%	\$134,783	14%
Circuit Rider & CZP	\$123,106	13%	\$123,106	13%
Local Contracts	\$21,000	2%	\$21,000	2%
Transportation Planning	548,000	56%	548,000	56%
State & Direct Federal Funding	\$134,047	14%	\$134,047	14%
Other/Misc	\$15,700	2%	\$15,700	2%
Total	\$1,317,300	100%	\$1,391,856	100%



planning for the MPO makes up approximately 56% of the RPC annual budget with the remainder of staff time and resources going to regional and local land use and environmental planning efforts. A general description of this work is included below along with general funding sources and amounts where known.

**Comprehensive Economic Development Strategy [Rockingham Economic Development Corporation]:** Funded through the US Department of Commerce’s Economic Development Administration, The Rockingham Economic Development Corporation ([www.redc.com](http://www.redc.com)) annually updates the Comprehensive Economic Development Strategy (CEDS) in support of on-going regional economic development planning efforts. RPC provides support in updating demographic and economic data and associated analysis, providing information on proposed transportation projects and improvement needs, and updating goals, objectives and recommendations.

**NH Coastal Adaptation Workgroup (NH CAW)[Multiple Agencies]:** Formed in January 2010 as an Ad Hoc Collaboration, NH CAW currently involves 19 agencies, organizations, municipalities, and NGOs with 28+ individual members. NH CAW partnerships have received project grants represent nearly \$2.5 M in assets that enables NH CAW to work with 25+ communities with 3 of the projects providing specific adaptation related education and technical assistance.

**Circuit Rider Planning Services and Technical Assistance:** The RPC provides part-time professional land use planning services to the Planning Boards of ten member communities and technical assistance to all twenty six communities as requested. General duties include assistance in developing revisions to community Zoning Ordinance, Site Review, and Subdivision Regulations, review of development proposals, and assistance with the development of Capital Improvement Programs (CIPs). These services are paid through RPC dues and contracts with individual communities for circuit rider services. Tasks such as updating community master plan chapters are also undertaken, often under a separate contract.

**Developments of Regional Impact (DRI):** The RPC conducts reviews of development of regional impact to assist in fulfilling obligations under RSA 36:58. This provides for convening the RPC DRI committee and supporting it as necessary, preparation of written responses and attendance at local land use board meeting concerning developments of regional impact as required. This program is funded through the NH Office of Energy and Planning (OEP) Targeted Block Grant (TBG) program.

**New Hampshire Coastal Program Technical Assistance Grants:** This program provides funding to the regional planning commission’s that have coastal communities to engage in planning projects that implement the coastal resource management goals of the NH Coastal Program. Any planning projects that can be accomplished by RPC staff are eligible. Examples include community master planning, natural resources inventories, land use and natural resources mapping, and adaptation planning. This program is funded by the US Dept. of Commerce/NOAA funds provided through NHDES/NH Coastal Program.

**Emergency Management/ Hazard Mitigation Planning Grants:** This program provides funding to accomplish the preparation and up-dating of local all-hazard mitigation plans. These plans document all the hazards existing in communities and serve as prerequisite documents for many funding programs offered by the NH Office of homeland Security and emergency management. Some examples of eligible projects that fall under most of the grant programs listed above include property



acquisition, structural demolition and relocation, structural elevation, mitigation reconstruction, dry flood proofing of historic residential structures, dry flood proofing of non-residential structures, minor localized flood reduction projects, structural retrofitting of existing buildings, non-structural retrofitting of existing buildings and facilities, safe room construction, infrastructure retrofits, soil stabilization and wildfire mitigation. These programs are funded through the NH Office of Homeland Security via the following emergency management and hazard mitigation planning grants: Hazard mitigation Grant Program (HMGP), Pre-Disaster Mitigation (PDM), Flood Mitigation Assistance (FMA), Repetitive Flood Claims (RFC), and Severe Repetitive Loss (SRL). In addition, Pre-Disaster Mitigation (PDM) grants funded by FEMA through the New Hampshire Department of Homeland Security and Emergency Management provide the resources for the RPC to conduct Hazard Mitigation Plan updates for member communities.

**Climate Ready Culverts and Coastal Communities: Vulnerability Assessment for Inland Coastal Communities** [NH Coastal Program, UNH Stormwater Center, Rockingham Planning Commission, Strafford Planning Commission – \$190,000]:

New Hampshire coastal municipalities are confronted by land use and hazard management concerns that include extreme weather events, storm surges, flooding, coastal erosion, and damage to key assets. These issues are only intensified by the observed recent increases in the frequency and intensity of extreme storm events and increases in sea level. Increased flooding has the potential to place coastal populations at risk, threaten infrastructure, intensify coastal hazards, and ultimately damage homes, businesses, public infrastructure, recreation areas, public space, coastal wetlands and salt marsh. In recent years, new technical tools such (LiDAR, report on impacts of climate change on coastal flooding, 2014 National Climate Assessment, and Northeast Region Climate Data Center extreme precipitation) have been acquired for the region to address how climate may change in the future, however few assessments have been conducted that quantify and map where flooding may occur and what may be impacted. This project will assess climate change impacts to natural systems and the built environment for ten coastal municipalities (5 in the RPC region: Newfields, Exeter, Stratham, Greenland, and Newington). Results of the assessment will help municipalities apply climate impact data directly into programmatic changes such as facilities (infrastructure upgrades and priorities), permit processes, codes, and regulations. In addition, the project results will be built into a developing web-based platform (NH Coastal Viewer). The vulnerability assessment will be completed for ten coastal New Hampshire communities in two planning regions. Municipalities in the Rockingham Planning Commission region are Newfields, Exeter, Stratham, Greenland and Newington. Municipalities in the Strafford Regional Planning Commission region are Rollinsford, Madbury, Dover, Newmarket, and Durham. The RPC has \$30,000 in grant funding to accomplish specific tasks in this analysis and will be leveraging \$5,000 of UPWP funds toward the project.



## 6.0 FUNDING SOURCES, COST DISTRIBUTION, AND TASK SCHEDULING

The Rockingham MPO is funded by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) of the U.S. Department of Transportation, the New Hampshire Department of Transportation (NHDOT), and local matching revenues from the RPC. Overall, 90% of UPWP funding is provided by a combination of metropolitan planning program grants from the Federal Highway Administration ('PL'), Federal Transit Administration ('Section 5303' converted to PL funds), and State Planning and Research (SPR) program funds. The matching funds are provided by the RPC supplemented by Turnpike Toll Credits from NHDOT that allow the effective 90/10 match instead of the usual 80/20. The tables on the following pages provide more specific information regarding the budget distribution of the UPWP, and the approximate timing of work tasks:

**Table 1**, shows personnel and non-personnel expense anticipated for the 2018-2019 UPWP. Available funding is listed at the top of the table followed by personnel expenses by major work category (split by fiscal year). The personnel costs are followed by non-personnel direct charges to the UPWP and two graphics showing the distribution of costs by category and by staff position.

**Table 2** shows the distribution of resources for each task area listed in the UPWP by fiscal year. The table lists the hours budgeted to each as well as the anticipated personnel costs. This table does not include the non-personnel costs listed in Table 1.

**Table 3** shows the source of local match which is derived from local dues. Each community's share is proportionate to their population, since the allocation of PL and FTA 5303 funding is determined in New Hampshire by population share within the urbanized area communities.

**Table 4** depicts the anticipated scheduling of activities associated with the major task activities in the UPWP. Many tasks occur at specific identifiable time intervals in the UPWP program period; others occur only as needed, and others are ongoing throughout the two-year period. Those that are ongoing work tasks or occur only as needed are shown as fully shaded for the entirety of the UPWP.



Table 1: Revenues and Expenditures

2018-2019 UPWP Revenues	Total	2018	2019
2018-19 PL Funds	\$ 795,574	\$ 397,787	\$ 397,787
Transfer from FTA 5303 Planning Funds	\$ 179,956	\$ 89,978	\$ 89,978
State Planning & Research Funds	\$ 81,570	\$ 40,785	\$ 40,785
Total Federal Funds	\$ 1,057,100	\$ 528,550	\$ 528,550
RPC Match*	\$ 117,456	\$ 58,728	\$ 58,728
<b>Total Revenues</b>	<b>\$ 1,174,556</b>	<b>\$ 587,278</b>	<b>\$ 587,278</b>

Planned Expenditures	Total	2018	2019	Total	2018	2019
	Hours	Hours	Hours			
<b>Personnel Expenditures</b>	<b>15580</b>	<b>7900</b>	<b>7680</b>	<b>\$ 1,069,130</b>	<b>\$ 531,832</b>	<b>\$ 537,298</b>
Category 100: MPO Administration	2000	940	1060	\$ 154,392	\$ 71,870	\$ 82,523
Category 200: Policy & Planning	6340	3040	3300	\$ 440,025	\$ 210,016	\$ 230,009
Category 300: Public Involvement	1480	740	740	\$ 109,757	\$ 54,204	\$ 55,553
Category 400: Planning Support	3520	2000	1520	\$ 194,845	\$ 106,434	\$ 88,411
Category 500: Technical Assistance	2240	1180	1060	\$ 170,110	\$ 89,307	\$ 80,803
<b>Total Planned Personnel Expenditures</b>	<b>15580</b>	<b>7900</b>	<b>7680</b>	<b>\$ 1,069,130</b>	<b>\$ 531,832</b>	<b>\$ 537,298</b>
<b>Non-Personnel Expenditures</b>				<b>\$ 105,426</b>	<b>\$ 54,720</b>	<b>\$ 50,706</b>
6114 Office Supplies				\$ 1,186	\$ 600	\$ 586
6115 Contracted Services				\$ 60,000	\$ 32,000	\$ 28,000
6116 Travel				\$ 10,000	\$ 5,000	\$ 5,000
6117 Newspaper/Media				\$ 3,000	\$ 1,500	\$ 1,500
6120 Dues/Subscriptions				\$ 2,640	\$ 1,320	\$ 1,320
6121 Training & Workshops				\$ 8,000	\$ 4,000	\$ 4,000
6124 Equipment				\$ 10,000	\$ 5,000	\$ 5,000
6125 Equipment & Software Maintenance				\$ 10,000	\$ 5,000	\$ 5,000
6126 Telephone				\$ 600	\$ 300	\$ 300
<b>Total Expenditures</b>				<b>\$ 1,174,556</b>	<b>\$ 586,552</b>	<b>\$ 588,004</b>

\* The Required 20% match is provided 1/2 by the RPC funds and \$117,456 in State Turnpike Toll Credits that provide no revenue to the RPC.

UPWP Non-Personnel Funding by Category (FY18 & 19)

	100	200	300	400	500	Total
6114	\$ 50	\$ 386	\$ 350	\$ 150	\$ 250	\$ 1,186
6115	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000
6116	\$ 1,000	\$ 2,600	\$ 1,000	\$ 400	\$ 5,000	\$ 10,000
6117	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
6120	\$ -	\$ -	\$ -	\$ 2,640	\$ -	\$ 2,640
6121	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
6124	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
6125	\$ 800	\$ -	\$ -	\$ 9,200	\$ -	\$ 10,000
6126	\$ 150	\$ 150	\$ 100	\$ -	\$ 200	\$ 600
	\$ 10,000	\$ 6,136	\$ 1,450	\$ 82,390	\$ 5,450	\$ 105,426

Personnel Hours by Staff Position

	2018	2019	Total	% of Total Hours
Executive Director	520	520	1,040	7%
Assistant Director	80	80	160	2%
Transp. Program Manager	1,760	1,760	3,520	23%
Snr Transportation Planner	1,660	1,640	3,300	22%
Transportation Analyst/GIS	1,800	1,780	3,580	23%
GIS Specialist	600	600	1,200	8%
Planners (2)	600	660	1,260	9%
Business Manager	180	180	360	3%
Office Administrator	200	200	400	3%
Intern(s)	500	260	760	5%
	7,900	7,680	15,580	

Percentage Distribution of Hours by UPWP Category

	Percentage of Hours	Percentage of Funding
Category 100: Administration	13%	14%
Category 200: Policy & Planning	41%	41%
Category 300: Public Involvement	9%	10%
Category 400: Planning Support	23%	18%
Category 500: Technical Assistance	14%	16%



**Table 2: Budgeted Personnel Hours/Costs by Subtask**

Task Area	FY18		FY19		FY18 & 19	
	Hours	Personnel Cost	Hours	Personnel Cost	Hours	Personnel Cost
<b>100 MPO Administration</b>						
101 Accounting and Invoice	180	\$ 14,115	160	\$ 12,852	340	\$ 26,967
102 Program Administration	660	\$ 51,264	780	\$ 61,541	1,440	\$ 112,805
103 Staff Training	100	\$ 6,491	100	\$ 6,610	200	\$ 13,101
104 Indirect Cost Rate	0	\$ -	20	\$ 1,520	20	\$ 1,520
<b>100 Total</b>	<b>940</b>	<b>\$ 71,870</b>	<b>1,060</b>	<b>\$ 82,523</b>	<b>2,000</b>	<b>\$ 154,392</b>
<b>200 Policy &amp; Planning</b>						
201 Ten Year Plan	280	\$ 21,175	360	\$ 28,831	640	\$ 50,006
202 LU & Env Linkages	380	\$ 28,847	480	\$ 35,804	860	\$ 64,651
203 Transp Planners Collab	40	\$ 3,090	0	\$ -	40	\$ 3,090
204 Interagency Consult	40	\$ 3,202	40	\$ 3,261	80	\$ 6,463
205 Trans Improvement Prog	340	\$ 24,986	420	\$ 31,850	760	\$ 56,836
206 Perform Based Planning	860	\$ 53,984	1,060	\$ 66,616	1,920	\$ 120,600
207 Intelligent Trans Syst	0	\$ -	0	\$ -	0	\$ -
208 Regional Master Plan	0	\$ -	0	\$ -	0	\$ -
209 Transport Conformity	0	\$ -	0	\$ -	0	\$ -
210 Long Range Transp Plan	680	\$ 47,485	500	\$ 34,407	1,180	\$ 81,892
211 Bike & Pedest Planning	420	\$ 27,247	440	\$ 29,240	860	\$ 56,487
<b>200 Total</b>	<b>3,040</b>	<b>\$ 210,016</b>	<b>3,300</b>	<b>\$ 230,009</b>	<b>6,340</b>	<b>\$ 440,025</b>
<b>300 Public Involvement</b>						
301 Transp Advisory Comm	220	\$ 15,716	220	\$ 16,003	440	\$ 31,719
302 RPC Meetings	0	\$ -	0	\$ -	0	\$ -
303 Public Particip Plan	20	\$ 1,488	20	\$ 1,516	40	\$ 3,004
304 Public Outreach	220	\$ 14,953	200	\$ 13,595	420	\$ 28,548
305 MPO Policy Committee	280	\$ 22,047	300	\$ 24,439	580	\$ 46,486
<b>300 Total</b>	<b>740</b>	<b>\$ 54,204</b>	<b>740</b>	<b>\$ 55,553</b>	<b>1,480</b>	<b>\$ 109,757</b>
<b>400 Planning Support</b>						
401 Traffic Counts	280	\$ 15,100	260	\$ 13,716	540	\$ 28,816
402 RSMS	620	\$ 27,448	200	\$ 11,770	820	\$ 39,218
403 Geographic Info System	780	\$ 44,939	780	\$ 45,748	1,560	\$ 90,687
404 Demographics	60	\$ 3,679	20	\$ 1,631	80	\$ 5,309
405 Equipment	0	\$ -	0	\$ -	0	\$ -
406 Travel Demand Model	260	\$ 15,268	260	\$ 15,547	520	\$ 30,815
<b>400 Total</b>	<b>2,000</b>	<b>\$ 106,434</b>	<b>1,520</b>	<b>\$ 88,411</b>	<b>3,520</b>	<b>\$ 194,845</b>
<b>500 Technical Assistance</b>						
501 Local/Reg Tech Assist	480	\$ 37,105	440	\$ 33,739	920	\$ 70,844
502 Statewide Assistance	160	\$ 13,291	120	\$ 10,028	280	\$ 23,319
503 LPA Program Support	80	\$ 5,617	60	\$ 4,662	140	\$ 10,279
504 Special Projects	0	\$ -	0	\$ -	0	\$ -
505 Regnl Coord Councils	80	\$ 5,954	80	\$ 6,062	160	\$ 12,016
506 Transit/TDM Planning	380	\$ 27,339	360	\$ 26,312	740	\$ 53,652
<b>500 Total</b>	<b>1,180</b>	<b>\$ 89,307</b>	<b>1,060</b>	<b>\$ 80,803</b>	<b>2,240</b>	<b>\$ 170,110</b>
<b>UPWP Personnel Total</b>	<b>7,900</b>	<b>\$ 531,832</b>	<b>7,680</b>	<b>\$ 537,298</b>	<b>15,580</b>	<b>\$ 1,069,130</b>

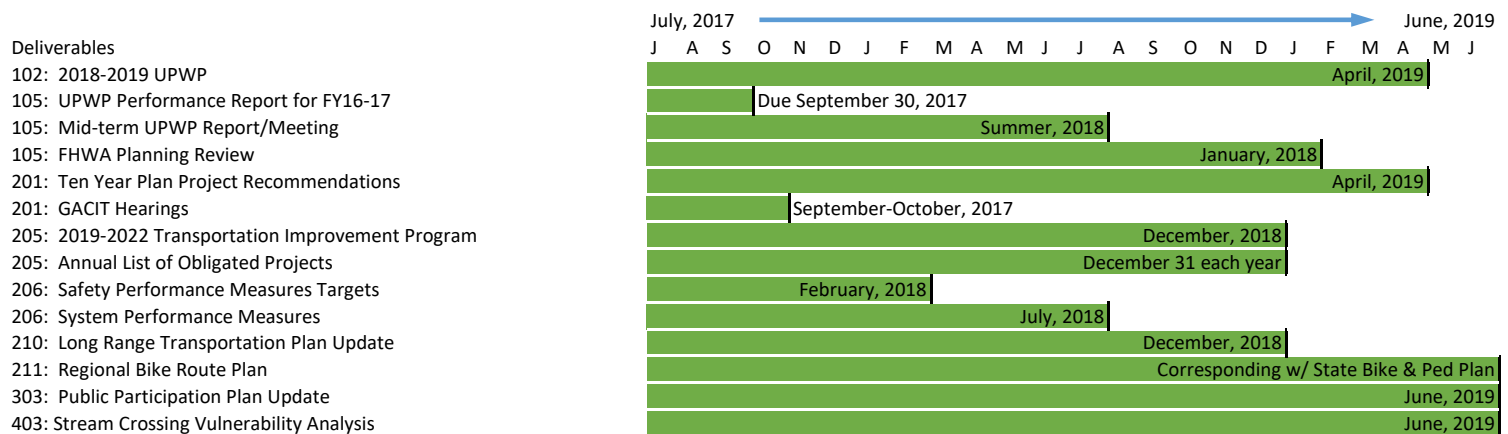
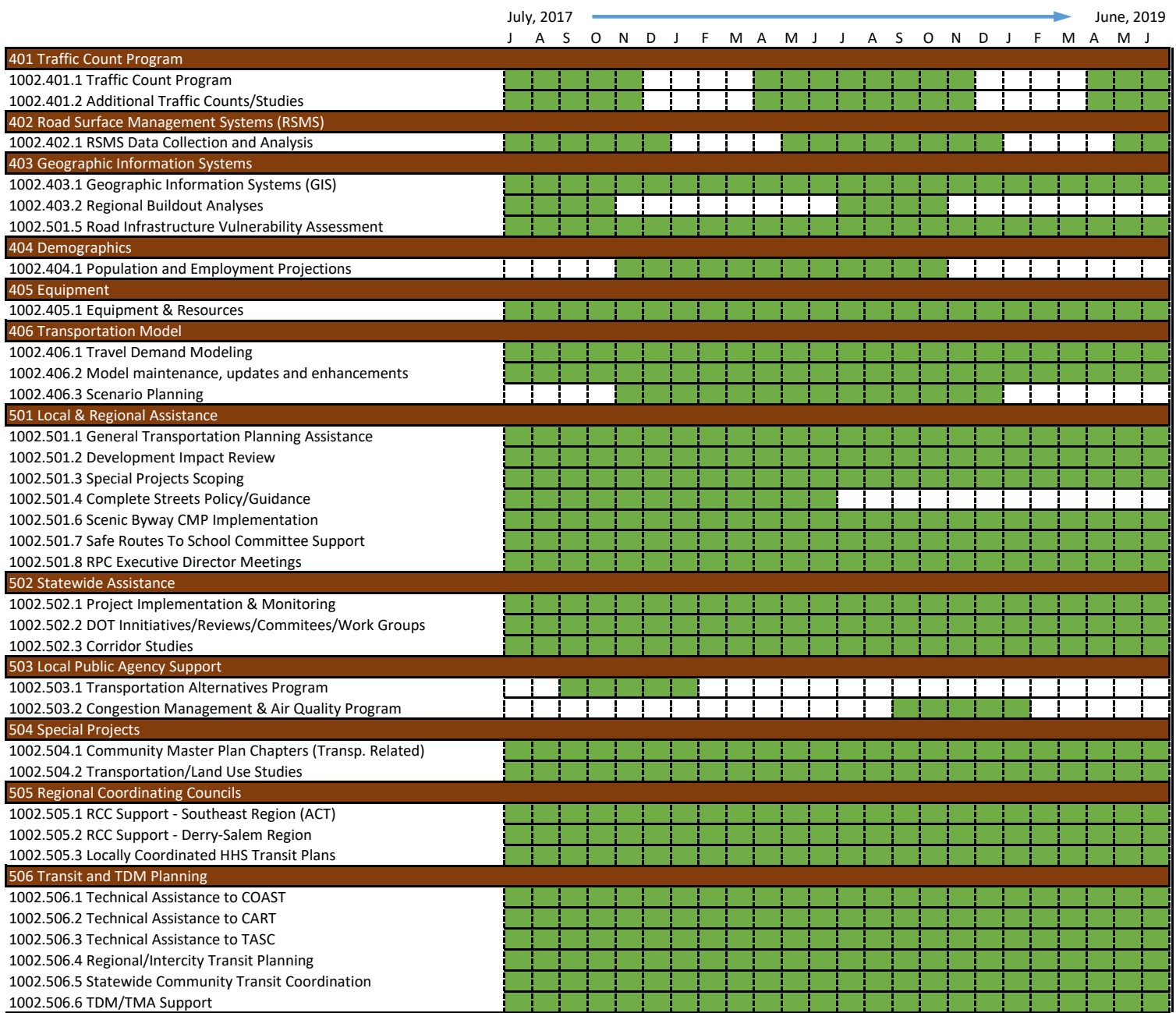
**TABLE 3**  
**FY 18-19 Metropolitan Planning Funds -- Annual Local Match Requirements**

	POPULATION DISTRIBUTION				FHWA (PL) FUNDS				LOCAL MATCH (DUES) FUNDS					
	2010 Pop	DOT Adjusted 2010 Pop	2015 OEP Est Pop	Pop. Share of MPO	FY 18 Fed Funds	Fed Funds State Match*	Fed Funds Local Match**	Total UPWP	Total Local Match	FY-2018 Dues Assessed	Dues per capita (2015 Pop)	Portion of Dues for MPO Match	Adjusted Local Match to Account for Non-dues Payment	Additional Dues Used to Cover Non-members
ATKINSON	6,751	6,751	6,722	3.5%	\$ 18,542	\$ 2,060	\$ 2,060	\$ 20,602	\$ 2,060	\$ 6,655	\$ 0.99	31.0%	\$ 2,423	\$ 363
BRENTWOOD	4,486	4,486	4,678	2.4%	\$ 12,904	\$ 1,434	\$ 1,434	\$ 14,337	\$ 1,434	\$ 4,631	\$ 0.99	31.0%	\$ 1,686	\$ 252
DANVILLE	4,387	4,387	4,458	2.3%	\$ 12,297	\$ 1,366	\$ 1,366	\$ 13,663	\$ 1,366	\$ 4,413	\$ 0.99	31.0%	\$ 1,607	\$ 240
E. KINGSTON	2,357	2,357	2,398	1.3%	\$ 6,615	\$ 735	\$ 735	\$ 7,350	\$ 735	\$ 2,374	\$ 0.99	3.4%	\$ 864	\$ 129
EPPING	6,411	6,411	6,828	3.6%	\$ 18,834	\$ 2,093	\$ 2,093	\$ 20,927	\$ 2,093	\$ 6,760	\$ 0.99	31.0%	\$ 2,461	\$ 368
EXETER	14,306	14,306	14,582	7.6%	\$ 40,223	\$ 4,469	\$ 4,469	\$ 44,692	\$ 4,469	\$ 12,168	\$ 0.83	36.7%	\$ 5,256	\$ 786
FREMONT	4,283	4,283	4,597	2.4%	\$ 12,680	\$ 1,409	\$ 1,409	\$ 14,089	\$ 1,409	\$ 4,551	\$ 0.99	31.0%	\$ 1,657	\$ 248
GREENLAND	3,549	3,549	3,860	2.0%	\$ 10,647	\$ 1,183	\$ 1,183	\$ 11,830	\$ 1,183	\$ 3,821	\$ 0.99	31.0%	\$ 1,391	\$ 208
HAMPSTEAD	8,523	8,523	8,602	4.5%	\$ 23,727	\$ 2,636	\$ 2,636	\$ 26,364	\$ 2,636	\$ 8,516	\$ 0.99	31.0%	\$ 3,100	\$ 464
HAMPTON	14,976	14,976	15,050	7.9%	\$ 41,513	\$ 4,613	\$ 4,613	\$ 46,126	\$ 4,613	\$ 12,400	\$ 0.82	37.2%	\$ 5,424	\$ 812
HAMPTON FALLS	2,236	2,236	2,239	1.2%	\$ 6,176	\$ 686	\$ 686	\$ 6,862	\$ 686	\$ 2,217	\$ 0.99	31.0%	\$ 807	\$ 121
KENSINGTON	2,124	1,593	2,114	1.1%	\$ 5,831	\$ 648	\$ 648	\$ 6,479	\$ 648	\$ 2,093	\$ 0.99	31.0%	\$ 762	\$ 114
KINGSTON	6,025	6,025	6,049	3.2%	\$ 16,685	\$ 1,854	\$ 1,854	\$ 18,539	\$ 1,854	\$ 5,989	\$ 0.99	31.0%	\$ 2,180	\$ 326
NEW CASTLE	968	968	966	0.5%	\$ 2,665	\$ 296	\$ 296	\$ 2,961	\$ 296	\$ 956	\$ 0.99	31.0%	\$ 348	\$ 52
NEWFIELDS	1,680	1,680	1,685	0.9%	\$ 4,648	\$ 516	\$ 516	\$ 5,164	\$ 516	\$ 1,668	\$ 0.99	31.0%	\$ 607	\$ 91
NEWINGTON	753	753	770	0.4%	\$ 2,124	\$ 236	\$ 236	\$ 2,360	\$ 236	\$ 762	\$ 0.99	31.0%	\$ 278	\$ 42
NEWTON	4,603	4,603	4,865	2.5%	\$ 13,419	\$ 1,491	\$ 1,491	\$ 14,911	\$ 1,491	\$ 4,816	\$ 0.99	31.0%	\$ 1,753	\$ 262
NORTHHAMPTON	4,301	4,301	4,511	2.4%	\$ 12,443	\$ 1,383	\$ 1,383	\$ 13,826	\$ 1,383	\$ 4,466	\$ 0.99	31.0%	\$ 1,626	\$ 243
PLAISTOW	7,609	7,609	7,602	4.0%	\$ 20,969	\$ 2,330	\$ 2,330	\$ 23,299	\$ 2,330	\$ 7,526	\$ 0.99	31.0%	\$ 2,740	\$ 410
PORTSMOUTH	21,233	21,233	21,496	11.2%	\$ 59,294	\$ 6,588	\$ 6,588	\$ 65,882	\$ 6,588	\$ 15,212	\$ 0.71	43.3%	\$ 7,748	\$ 1,159
RAYMOND	10,138	10,138	10,257	5.4%	\$ 28,293	\$ 3,144	\$ 3,144	\$ 31,436	\$ 3,144	\$ 10,027	\$ 0.98	31.4%	\$ 3,697	\$ 553
RYE	5,298	5,298	5,400	2.8%	\$ 14,895	\$ 1,655	\$ 1,655	\$ 16,550	\$ 1,655	\$ 5,238	\$ 0.97	31.6%	\$ 1,946	\$ 291
SALEM***	814	611	28,674	15.0%	\$ 79,093	\$ 8,788	\$ 8,788	\$ 87,882	\$ 8,788	\$ 16,981	\$ 0.59	51.8%	\$ -	NA
SANDOWN	28,776	28,776	6,255	3.3%	\$ 17,254	\$ 1,917	\$ 1,917	\$ 19,171	\$ 1,917	\$ 6,192	\$ 0.99	31.0%	\$ 2,254	\$ 337
SEABROOK	5,986	5,986	8,814	4.6%	\$ 24,312	\$ 2,701	\$ 2,701	\$ 27,014	\$ 2,701	\$ 8,726	\$ 0.99	31.0%	\$ 3,177	\$ 475
SO. HAMPTON	8,693	8,693	811	0.4%	\$ 2,237	\$ 249	\$ 249	\$ 2,486	\$ 249	\$ 803	\$ 0.99	31.0%	\$ 292	\$ 44
STRATHAM	7,255	7,255	7,334	3.8%	\$ 20,230	\$ 2,248	\$ 2,248	\$ 22,478	\$ 2,248	\$ 7,261	\$ 0.99	31.0%	\$ 2,643	\$ 396
<b>SUB-TOTAL</b>	<b>188,521</b>	<b>187,787</b>	<b>191,617</b>	<b>100.0%</b>	<b>\$ 528,550</b>	<b>\$ 58,728</b>	<b>\$ 58,728</b>	<b>\$ 646,006</b>	<b>\$ 58,728</b>	<b>\$ 150,242</b>	<b>\$ 0.80</b>	<b>39.1%</b>	<b>\$ 58,728</b>	<b>\$ 8,788</b>

\* State match is provided utilizing Toll Credits not actual funding  
 \*\* This distribution is shown as if the State of NH was paying 1/2 of the match.  
 \*\*\* = Non-dues paying/non-member

**Table 4: Schedule of Tasks and Deliverables**

	July, 2017												June, 2019											
	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
<b>101 Accounting and Invoices</b>																								
1002.101.1 Financial Management & Reporting																								
1002.101.2 Audits and Audit preparation																								
<b>102 MPO Program Administration</b>																								
1002.102.1 UPWP Development, Amendments, and Reporting																								
1002.102.2 MPO Prospectus Updates																								
1002.102.3 Contract Management																								
1002.102.4 General Administrative Tasks																								
1002.102.5 UPWP Performance Report																								
1002.102.6 Planning & Billing Reviews																								
<b>103 Staff Training</b>																								
1002.103.1 Training, Workshops, & Conferences																								
<b>104 Indirect Cost Adjustments</b>																								
1002.104.1 Indirect Cost Rate Adjustment																								
<b>201 Ten Year Plan</b>																								
1002.201.1 Ten Year Plan/GACIT																								
1002.201.2 Project Evaluation, Selection, and Prioritization																								
<b>202 Land Use &amp; Environmental Linkages</b>																								
1002.202.1 Natural Resources Coordination Studies/Projects																								
1002.202.2 Livability/Sustainability Initiatives																								
1002.202.3 Climate Change Initiatives																								
1002.202.4 Coastal Adaptation Workgroup																								
<b>203 Transportation Planners Collaborative</b>																								
1002.203.1 Transportation Planners Collaborative																								
1002.203.2 MPO/RPC Working Groups																								
<b>204 Interagency Consultation</b>																								
1002.204.1 Interagency Consultation																								
1002.204.2 RPC Director Meetings																								
<b>205 Transportation Improvement Program</b>																								
1002.205.1 TIP Development																								
1002.205.2 TIP Amendments/Administrative Adjustments																								
1002.205.3 Annual List of Obligated Projects																								
<b>206 Performance Based Planning</b>																								
1002.206.1 Performance Based Planning																								
1002.206.2 Congestion Management Process																								
<b>207 Intelligent Transportation Systems/Incident Management</b>																								
1002.207.1 Regional ITS Architecture																								
1002.207.2 Incident Management Systems																								
<b>208 Regional Master Plan</b>																								
1002.208.1 Regional Sustainable Development Plan																								
<b>209 Transportation Conformity</b>																								
1002.209.1 Transportation Conformity																								
<b>210 Long Range Transportation Plan (LRTP)</b>																								
1002.210.1 Transportation Plan Development/Amendments																								
1002.210.2 Project Solicitation & Development																								
1002.210.3 Project Selection																								
<b>211 Bike &amp; Pedestrian Planning</b>																								
1002.211.1 General Bike/Pedestrian Planning																								
1002.211.2 Bike/Walk to Work Day																								
1002.211.3 Multi-use Trail Projects																								
<b>301 Transportation Advisory Committee</b>																								
1002.301.1 MPO Transportation Advisory Committee																								
<b>303 Public Participation Plan</b>																								
1002.303.1 Public Participation Plan Update																								
<b>304 Public Outreach</b>																								
1002.304.1 Public Involvement and Outreach																								
1002.304.2 MPO Website Development and Maintenance																								
1002.304.3 Media Monitoring & Legislative/Policy Tracking																								
<b>305 MPO Policy Committee</b>																								
1002.305.1 MPO Policy Committee																								



# **ATTACHMENT #3**

**MEMORANDUM**

**TO:** MPO Technical Advisory Committee  
**FROM:** Scott Bogle, RPC Senior Transportation Planner  
**DATE:** March 17, 2017  
**RE:** Regional Transit Coordination Plan for ACT RCC

The FAST Act and its predecessors back to SAFETEA-LU require all MPOs and rural planning regions around the country to develop *Coordinated Public Transit Human Service Transportation Plans* as a prerequisite for agencies in planning regions to access funding under the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility for Seniors & Individuals with Disabilities program. The purpose of this planning requirement is to improve access to transportation for the elderly, individuals with disabilities, and those with low incomes, while also improving the efficiency with which those services are provided.

Core requirements of these *Coordinated Plans* include:

- An assessment of transportation needs for individuals with disabilities, older adults, and persons with limited incomes;
- An inventory of available transportation services identifying areas of redundant service and gaps in service;
- Recommendations to address the identified gaps in service, expand coordination to eliminate or reduce duplication in services, and improve the efficient use of resources

While these plans must be adopted by MPOs, in New Hampshire they follow the boundaries of the ten Regional Coordination Councils for Community Transportation (RCCs) established by the state. Membership in the RCCs includes municipalities; public, private non-for-profit and private for-profit transportation providers; health and human service agencies purchasing transportation services; regional planning commissions, and members of the public. The goal of the RCCs

The RPC provides technical assistance to two RCCs, each of which has adopted plans to address the Federal requirement. One covers the Greater Derry-Salem RCC region, and is developed jointly with Southern NH Planning Commission (SNHPC). It was originally developed in 2003, with the most recent update adopted in July 2016. The other plan covers the Southeast NH RCC/ACT region, and is developed jointly with Strafford Regional Planning Commission (SRPC). Originally adopted in late 2007, it was last updated in 2012.

The Southeast NH Regional Coordinating Council for Community Transportation (RCC) covers all of the SRPC region and the eastern portion of the RPC MPO region, with Route 125 serving as a rough dividing line. The RCC is also referred to as the Alliance for Community Transportation (ACT).

The 20 RPC communities in the ACT region include: Brentwood, East Kingston, Epping, Exeter, Fremont, Greenland, Hampton, Hampton Falls, Kensington, Kingston, New Castle, Newfields, Newington, Newton, North Hampton, Portsmouth, Rye, Seabrook, South Hampton, and Stratham.

The FAST Act requires that these plans be updated every five years, and since mid-2016 staff have been working with SRPC and RCC member agencies to update the plan for the ACT region. A full draft of the *Coordinated Public Transit Human Service Transportation Plan* was approved by the RCC on March 1, 2017. This draft is posted on the RPC, SRPC and ACT website and is being distributed to the TAC, Policy Committee and other interested parties. RPC will hold a public hearing on the draft document at the MPO meeting on April 12<sup>th</sup>, and SRPC will hold a hearing at their MPO meeting on April 21<sup>st</sup>.

Public and stakeholder participation in the Plan update process has been substantial, including four surveys and input from the RCC. A survey of agencies providing transportation was used to update the profile of available services in the region. Separate surveys of town welfare officers, non-profit human service agencies and consumers asked about use of existing services and unmet needs. The needs assessment chapter also draws on demographic data from the Census Bureau's American Community Survey, the NH Office of Energy and Planning and the NH Department of Health and Human Services.

The full Coordination Plan document is available to read online or download from the RPC website: [www.rpc-nh.org](http://www.rpc-nh.org). The TAC meeting packet for March 23<sup>rd</sup> includes three key sections of the Plan:

- Table of Contents – Showing full contents and a glossary of acronyms
- Chapter 1 – Introduction – Summarizing regulatory requirements, plan justification and planning process
- Chapter 6 – Findings & Recommendations - Setting priorities for transit investments and coordination initiatives in the Southeast NH region over the next 3-5 years.

At the TAC meeting staff will present a summary of the plan's findings and recommendations.

**Requested Action** - Staff ask TAC members to review the *Coordinated Public Transit/Human Services Transportation Plan* for the Southeast NH region, request clarifications as needed, and recommend adoption of the Plan to the MPO Policy Committee.

---

# **Coordinated Public Transit & Human Services Transportation Plan for the Southeast NH Region**

**Public Review Draft**

**March, 2017**



Prepared by

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**COORDINATED PUBLIC TRANSIT &  
HUMAN SERVICES TRANSPORTATION PLAN  
SOUTHEAST NH REGION  
2017 UPDATE**

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**APPENDIX A - Survey Instruments & Detailed Results**

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Appendix A-2	Welfare Officer Survey Instrument & Responses
Appendix A-3	Human Service Agency Survey Instrument & Responses
Appendix A-4	Consumer Survey Instrument & Responses

**APPENDIX B - Coordinated Plan Public Notices**

**APPENDIX C - Application Packet for RCC Designation (includes MOU)**

**APPENDIX D - Operating Standards for Coordinated Transportation Services**

## LIST OF ACRONYMS & PROGRAM NAMES

ACT .....	Alliance for Community Transportation (Region 9 RCC)
ADA .....	Americans with Disabilities Act of 1990
BEAS .....	Bureau of Elderly and Adult Services (NH DHHS)
CMAQ .....	Congestion Mitigation/Air Quality Program
COAST .....	Cooperative Alliance for Seacoast Transportation
CTAA .....	Community Transportation Association of America
CTPP .....	Census Transportation Planning Package
EFH .....	Endowment for Health
FAST.....	Fixing America’s Surface Transportation Act (2015)
FHWA .....	Federal Highway Administration
FTA .....	Federal Transit Administration
	<i>FTA Section 5307 – Urban Formula Transit Grants</i>
	<i>FTA Section 5310 – Capital Grants for Elderly and Disabled Transit</i>
	<i>FTA Section 5316 – Job Access Reverse Commute (JARC) Program</i>
	<i>FTA Section 5317 – New Freedom Program</i>
JARC .....	Jobs Access Reverse Commute Program (FTA Section 5316)
MAP-21.....	Moving Ahead for Progress in the 21 <sup>st</sup> Century (2012)
MBTA .....	Massachusetts Bay Transit Authority
MM.....	Mobility Management
MPO .....	Metropolitan Planning Organization
NEMT.....	Medicaid Non-Emergency Medical Transportation
NHDHHS .....	New Hampshire Department of Health and Human Services
NHDOT .....	New Hampshire Department of Transportation
POS.....	Purchase of Service (FTA Section 5310 funding through NHDOT)
RCC .....	Regional Coordinating Council for Community Transportation
RNMOW .....	Rockingham Nutrition Meals on Wheels Program
RPC .....	Rockingham Planning Commission
RSA .....	New Hampshire Revised Statutes Annotated (state law reference)
RTAP .....	Rural Technical Assistance Program
SAFETEA-LU .....	Safe, Accountable Flexible Efficient Transportation Equity Act (2005)
SCC .....	State Coordinating Council for Community Transportation
SRPC .....	Strafford Regional Planning Commission
STIP .....	State Transportation Improvement Program
TANF.....	Temporary Assistance for Needy Families
TASC.....	Transportation Assistance for Seacoast Citizens
TDM.....	Transportation Demand Management
UWGS.....	United Way of the Greater Seacoast
UZA or UA.....	Urbanized Area
VA .....	United States Veterans Administration

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## 1.1 OVERVIEW and BACKGROUND

### 1.2 Introduction and Purpose

This document presents the *Coordinated Public Transit & Human Services Transportation Plan* (the Coordinated Plan), for the southeast New Hampshire study area consisting of thirty-eight communities in eastern Rockingham County, Strafford County, and southern Carroll County. This Coordinated Plan has been developed by the Rockingham and Strafford Metropolitan Planning Organizations with guidance from the Southeast NH Regional Coordination Council for Community Transportation. In addition to serving as the guiding planning document for the Southeast NH Regional Coordination Council, the Coordinated Plan has been adopted by each Metropolitan Planning Organization as part of its *Metropolitan Transportation Plan*.

The 2005 Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) established a federal mandate for regional public transit and human service coordination planning. The law requires that a public transit and human service coordination plan be in place before transportation service providers may obtain federal funding targeted toward human services under applicable funding programs administered by the Federal Transit Administration. The 2015 Fixing America's Surface Transportation Act (FAST Act) continues this requirement.

According to the Federal Transit Administration, the purpose of coordination is to improve transportation services for persons with disabilities, older adults, and individuals with lower incomes. This is accomplished by ensuring that federal grantees coordinate transportation resources under multiple existing federal programs. Coordination efforts can enhance access, minimize duplication of services, and facilitate appropriate cost-effective services. The Federal Transit Administration authorization includes provisions for coordinating important transportation activities such as planning, funding, mobility management, and development of new projects.

Federal Transit Administration has published a guidance document, *Planning Guidelines for Coordinated State & Local Specialized Transportation Services*, intended to assist states and Metropolitan Planning Organizations in developing coordinated human services transportation plans. Coordination activities must involve public, private, and non-profit transportation services, human service providers, the public, and other entities that represent individuals who have special transportation service needs.

Coordination plans should identify the transportation needs of individuals with disabilities, older adults, and individuals with limited income; assess available services and any gaps in service; and develop or improve strategies for meeting those needs and prioritizing services.

The lack of public transportation has been repeatedly identified as one of the most pressing human service needs in the southeast New Hampshire region, and in fact, throughout New Hampshire. The 2009 United Way of the Greater Seacoast *Community Needs Assessment Report* identified lack of transportation as a major barrier for residents of the region in accessing health care and other basic life needs. Numerous other studies, including a 2009 survey by the University of New Hampshire Social Work Department and a 2005 survey by the University of New Hampshire Institute on Disability have documented unmet transportation needs, especially in the human services transportation sector. This support for public transportation is reiterated in the 2015 *Granite State Poll for Transport NH* and the 2013 Exeter Hospital *Community Health Needs Assessment*.

The 2006 *Statewide Coordination Of Community Transportation Services Plan*, developed by the Governor's Task Force on Community Transportation, acknowledged that while a wide variety of community transportation planning efforts exist across the state, some operate in relative isolation, and in many cases, user access is restricted by region or funding mechanism. As a result, special service vehicles often have excess capacity and travel redundant routes. The plan concludes: *[t]he result is inefficient planning and services - workers lose access to jobs, seniors miss medical and social appointments, and low-income populations can't get to needed services*. The plan further notes that almost all interregional travel in and around the state requires a car due to the lack of extensive public transportation options.

The purpose then, of this *Coordinated Public Transit & Human Services Transportation Plan*, is to create for the southeast New Hampshire region a comprehensive strategic approach to improving coordination between existing transportation systems and providers in order to strengthen services for those target populations having special transportation needs. The Coordinated Plan seeks to identify ways to enhance transportation access, to minimize duplication of services, and to encourage the most cost-effective transportation possible. The Coordinated Plan is a strategic tool as well as an implementation document. It will serve as the framework for the prioritization, selection, and implementation of coordinated projects seeking to use federal funding assistance through applicable Federal Transit Administration programs.

### **1.3 Plan Structure**

The following sections of this Coordinated Plan provide detailed data, findings, and recommendations related to:

- Federal, state, and regional transportation planning efforts made to date, including public participation efforts
- Goals and objectives for enhanced transportation services within the region
- An assessment of human service transportation needs in the region, including identification of those individuals with disabilities, older adults, and those with limited incomes
- An inventory of available human service transportation services focusing on the identification of areas where services may overlap and where gaps in service may exist
- The identification and prioritization of potential strategies to address gaps in services and actions to eliminate or reduce duplication and use resources in a more efficient manner, and recommendations for actions intended to achieve these goals

## 8.0 FINDINGS AND RECOMMENDATIONS

This chapter summarizes progress in implementing transportation coordination since the adoption of the updated *Coordinated Public Transit/Human Services Transportation Plan* for the region in 2012. Additionally, it recaps findings on transportation need and service strategies based on input from RCC members and other community stakeholders, and sets out recommendations for the next steps in implementing service coordination and expansion strategies to meet documented need for improved transportation access in the region.

### 8.1 Progress Since Adoption of 2007 and 2012 COORDINATION PLANS

Significant progress has been made in implementing recommendations for regional transportation service coordination and expansion identified in the *2007 & 2012 Coordination Plans*. Key steps are described briefly below:

- *Established and expanded membership in the Southeast NH RCC*  
The Alliance for Community Transportation was formally designated as the Regional Coordination Council for Community Transportation (RCC) for the southeast NH region in February 2010.
- *Established Lead Agencies for the RCC*  
COAST served as the single Lead Agency for ACT from 2010 until June 2015. As of July 2015, the Rockingham Planning Commission has taken on the role of Lead Agency for Purchase of Service. COAST continues in its role as the Lead Agency for Formula Funds. This transition has allowed COAST to participate in POS as a transportation provider. Given its status as the largest public transportation provider in the region, it was determined that their participation as a provider was crucial to ACT's success.
- *Hired Coordination Manager*  
In early 2009 COAST hired a Manager of Coordination Planning and Operations and an Assistant Manager of Coordination in 2011. As operations have transitioned, COAST currently employs a Community Transportation Manager and two reservationists.
- *Collected and analyzed new data on regional transit need*  
This document has been shaped by new data on transportation need in the region collected over the past five years by various agencies, including the US Census Bureau, UNH Department of Social Work, and the Strafford and Rockingham MPOs. These numbers and statistics are described in Chapter 4.
- *Procured Vehicles*  
Using 5317 capital funds, ACT provided the federal funds for an accessible minivan for TASC to use in transporting its accessible clients; 2 cutaway style buses for Rockingham Nutrition & Meals on Wheels, and a cutaway for Riverside Rest Home.
- *TripLink Expansion*  
COAST's Call Center initially took trip requests for COAST's ADA service and the North Bus. It has expanded into taking calls for Ready Rides and the Community Rides and has taken on an information and referral role as well. In the summer of 2016 the Call Center was rebranded as TripLink to reinforce its broader role in the community. In spring 2017 TripLink will take on the call-taking and scheduling for Rockingham Nutrition & Meals on Wheels. In fall 2017 TASC will move its call-taking to TripLink as well.



- *Adopted Service Standards for Coordinated Transportation*  
During 2011 the RCC developed two sets of service standards for coordinated transportation designed to ensure consistently high standards for safety and customer service throughout the coordinated system. Standards were developed both for service contractors employing professional drivers and volunteer driver organizations. Both documents set out baseline standards for insurance coverage, interaction with passengers, vehicle safety, driver qualifications and training, handling of incidents or accidents, and reporting of service data. These standards have been updated to better reflect best practices and current insurance norms.
- *Secured Multiple Sources of New Funding*  
COAST and the RCC members have been effective in securing funding for implementing service activities. Over the past 6 years, funding has been received from the FTA's 5317 New Freedom and 5316 Job Access Reverse Commute programs. Primary funding has since transitioned to Section 5310 Purchase of Service and 5310 Formula Funds made available by NHDOT from the FTA.  
  
COAST has also received VTCLI capital funds for technology improvements and capital funds used to purchase vehicles. Local match has been secured through municipal requests, vehicle advertising, grants from private foundations, and cash match from providers using TripLink as their call center.
- *Piloted a Shopper Shuttle in Rural Communities*  
In April 2011, COAST implemented the **North Bus** on behalf of the RCC. The unique feature of this once-a-week shopping service to five rural communities north of Rochester is that it is operated by volunteer drivers operating a small COAST minibus. The service marked the first public transportation available in Brookfield, Wakefield, Middleton and New Durham and a limited restoration of service to Milton. The service expanded to serve Farmington in 2012. Unfortunately, this service was ended at the end of FY16. While there was a small cadre of frequent riders, ridership was too low to warrant continuing the service.
- *Implemented COAST Clipper Connection Service*  
In January 2012 COAST implemented the first two routes of the COAST **Clipper Connection**, an employment transportation service connecting Dover and Somersworth with Portsmouth Naval Shipyard (PSNY). Initial funding for the service was drawn from a combination of Department of Defense resources from Portsmouth Naval Shipyard (PSNY) and Congestion Mitigation and Air Quality (CMAQ) funds allocated to COAST for an earlier concept of express commuter transit service on the Spaulding Turnpike. Continued funding is provided by FTA Section 5307 funds and PSNY.
- *Community Transportation Directory*  
In 2012 the RCC launched an online Community Transportation Directory. The Directory is searched on a variety of criteria including pick-up town and trip purpose. Printed copies of the Directory are also available and are distributed through social service agencies, libraries, and at community events. It is updated regularly.
- *The Community Rides*  
In fall 2014 ACT launched its coordinated non-emergency medical transportation program. Initially the program served only federally-designated community health centers but was expanded to bring clients to any registered medical destination as of July 1, 2015. This service is available at no charge for seniors and individuals with disabilities.

- Scheduling Software  
COAST continues to participate as a pilot site in NHDOT's scheduling software project. COAST uses this software – RydeLog – to manage its ADA paratransit, North Bus, and Medicaid trips. An older version of the software, UWR, is used by Ready Rides and TripLink to allow TripLink to accept trip requests and to allow volunteers to select rides online. The final component, QRyde, which will be used to facilitate the coordinated non-emergency medical transportation, continues to be behind schedule. Ready Rides' UWR module is scheduled to transition to QRyde in the spring of 2017.
- Expanded Service from Volunteer Driver Programs  
The RCC assisted in the launch of a new volunteer driver program in 2012. Ready Rides began by serving seniors and individuals with disabilities in Barrington, Northwood, Nottingham, and Strafford and has expanded to serve Durham, Lee, Madbury, Newfields, and Newmarket as well. This service has grown steadily over the last 3 years. ACT has used 5317 and 5310 to help fund its operations. Currently, 5310 funds are used to provide volunteer mileage reimbursements and administrative expenses.

ACT has also worked with Transportation Assistance for Seacoast Citizens (TASC) to help the agency access 5317 Mobility Management funding and to purchase an accessible minivan. The accessible minivan is operated by a specially trained cadre of volunteers. Ambulatory trips continue to be performed in volunteers' own vehicles. TASC has begun access Section 5310 Purchase of Service funds for volunteer mileage reimbursements and administrative expenses.

## 8.2 Findings on Transportation Need and Coordination Opportunities

- Unmet need for transportation in the region is large and growing  
Unmet need for transportation access in the region continues to be significant, and will grow in the coming decade. This is particularly evidenced by the growth of the senior population. Between 2000-2010 the population over age 65 in the Southeast NH region increased 19% as compared to overall growth of 9% for the population as a whole (2010 Census). Between 2010- 2020 the population over age 65 in Rockingham County is projected to increase 78%, and in Strafford County increase 49% (NH Office of Energy and Planning). The rapid growth of Ready Rides, providing over 2,000 non-emergency medical trips per year in the region, just 3 years after having launched, bears out the premise that seniors' needs are not being adequately met.
- Transportation need is greater in some parts of the region than others  
Based on the service gap analysis conducted in 2010 and updated in 2012, unmet need for transportation is particularly acute in certain areas of the region, particularly in the southeastern portion of the region (south-central Rockingham County). These areas are not served by COAST's or Wildcat Transit's core fixed route networks and have been identified as priorities for the first phase of service expansion. While the rural towns north of Rochester had appeared to be a high need region, the North Bus's low ridership indicates that either residents have found alternate solutions or that a once per week shuttle does not meet seniors' needs.
- Services are more widely available to some populations than others  
Aside from COAST's fixed route services, most other transportation services in the region target the clients of various provider agencies or specific demographic groups – seniors and individuals with disabilities. Access is relatively more limited

- Employment is a top priority for some  
Employment was identified as a significant problem by welfare officers and some human service providers in the region. ACT's consumer survey, which primarily reach seniors, did not identify employment transportation as a significant need.
- Expansion of volunteer networks will be a priority  
The April 2010 Strategic Planning Session identified expansion of volunteer driver networks to the entire Southeast NH region as a priority. Volunteer driver programs are currently active in at least 18 of the region's 38 municipalities. The two largest volunteer driver programs in the region continue to look at expanding into rural communities.
- Statewide work of the State Coordinating Council is providing benefits to the RCC region  
The SCC's work in encouraging the NH Department of Transportation to flex \$800,000 per year in Federal Highway Administration Surface Transportation Program funding into the FTA Section 5310 program to support new service contracts through the RCCs. The SCC is also actively working to convince NHDHHS to renew its participation and is in the midst of updating its strategic plan.
- Changes at NH Department of Health & Human Services  
The State's decision to transition to Medicaid Managed Care (MMC) led to NHDHHS disengaging from the coordination efforts. Managed Care Organizations (MCO's) initially contracted with their own transportation brokers and there was no coordination with ACT or even within Medicaid. However, there is currently only one transportation broker in the state. While this has reduced some of the burden on transportation providers, the brokerage software being used does not allow for a consolidated interface. NHDOT's recent receipt of an FTA Rides to Wellness grant is intended to bridge this gap.

While the situation has improved within the Medicaid network, there is no coordination between the transportation broker and any of the RCC's, nor is any envisioned.

There have been changes in how the Bureau of Elderly and Adult Services provides funding for transportation through the Older Americans ACT Title III-B. Further changes are under review as transportation providers seek improvements in the funding formula.

- Provider agency concerns  
The 2007 and 2012 *COORDINATED PLANS* described a range of concerns identified by participating provider agencies around coordination. While some progress has been made, they continue to warrant reference. The concerns include:
  - ✓ **Funding Impacts** – Making significant changes to their service models could endanger providers' Title III-B funding and municipal support. These serious concerns continue to be a significant hurdle to reducing redundancy and filling gaps in service.
  - ✓ **Service Quality** – Agencies that could benefit from a coordinated call center continue to have several concerns. It is important that customer service remains high, there needs to be a feedback loop between TripLink and the providers, and finally, providers are concerned that some client will have difficulty understanding the transition and that they will lose clients because of this.
  - ✓ **Stakeholder Involvement** –The Alliance for Community Transportation continues to have good meeting attendance and a high level of engagement from its members.

- Funding sustainability for pilot coordination initiatives is a concern  
The Southeast NH region has been relatively successful in securing funding to pilot coordination and new service initiatives. Having received private grants to use as match from the Endowment for Health, the United Way of the Greater Seacoast, and the NH Charitable Foundation, it is unclear if the RCC will continue to find external sources of local match. If the only sources of match available are noncash, this will dramatically reduce the RCC's budget.
- Increased service, but limited coordination  
The RCC's work has led to increased service in the communities served by Ready Rides and a limited increase in service with the implementation of the Community Rides. However, there has been limited success in implementing coordination practices such as shared fuel purchasing or driver training, joint maintenance or information sharing. Consolidated call center functions has been a primary focus of the RCC but thus far only COAST, Ready Rides, and the Community Rides' ride requests pass through TripLink. Rockingham Nutrition & Meals on Wheels and TASC have committed to moving their call-taking and scheduling to TripLink, but this has not yet been implemented.

In November 2016 the RCC began a renewed effort to identify opportunities for coordination that are readily implementable and that will reduce costs or administrative burdens for providers.

- North Bus Cancellation  
Based on data that indicated a below average rate of car ownership, lower income levels, and a lack of transportation alternatives, ACT launched the North Bus in April 2011 and cancelled in September 2016. The North Bus was a volunteer-driven minibus that brought seniors and individuals with disabilities in six rural communities into Rochester for shopping and services. Despite this, the service was cancelled after it failed to expand its ridership beyond a small but consistent core group of riders.

Outreach included visiting senior centers, recreation centers, congregate meal sites, distributing flyers, advertising on the local PEG stations, and a mass mailing. The end of this project shows two things – demographic likelihood does not predetermine success, and ACT has been and will continue to be willing to cease funding programs that are not meeting the needs of the region's seniors and individuals with disabilities.

- Continued software delays  
The software being developed to allow Community Rides' trip requests to be shared with multiple service providers is still incomplete. Continued delays in launching QRyde have made it difficult to recruit new partners. Additionally, limited interest in participating in Community Rides from ACT's members led to development being paused as HBSS focused on updating QRyde's volunteer module which will be used by Ready Rides.

### 8.3 Recommendations

The 2017 COORDINATED PLAN'S recommendations reflect the 2013 STRATEGIC PLAN and ACT's successes and delays since that time. ACT's goal here is to identify actions that have the greatest chance of garnering member support and being implemented by lead agency staff.

Short Term Recommendations and Action Plan

The following steps should be pursued in the first two years (2017-2018) to ensure that system development proceeds smoothly.

**1. *Maintain the Southeast NH RCC***

The RCC serves as an important forum for information gathering on regional need and agency services, as well as the main venue for engaging provider agencies in developing coordination agreements. The Southeast NH RCC and its partner RCC's around the state are important venues for building statewide support for community transportation, including developing communication strategies to raise public awareness of current and future needs, and actions that necessary to meet needs.

**2. *Finalize service agreements with interested providers to implement funded service expansions***

Work with member agencies to ensure that those interested in participating in POS-funded services meet a consistent level of service and safety.

Current projects supported with Section 5310 Purchase of Service funds:

- Volunteer driver mileage reimbursement and administrative support for Ready Rides and TASC.
- Funds set aside to support expanded volunteer driver service in as yet unserved communities.
- The Community Rides: a coordinated network of agencies providing non-emergency medical transportation to seniors and individuals with disabilities within the RCC. Additional, regionally diverse partners are required to increase this program's impact.
- Access to congregate meals sites in Hampton and Seabrook, supplemented with a shopper shuttle and non-emergency medical transportation as time allows.

Projects supported with Section 5310 Formula funds:

- Lead efforts in agency coordination.
- Travel training and outreach to ensure existing services are fully utilized.
- Consolidated call center functions.

**3. *Implement coordination software***

- Complete Ready Rides' transition from United We Ride software to the QRyde volunteer module.
- Complete the development of QRyde and implement its use for distributing trip requests for the Community Rides and Ready Rides' accessible trips
- Implement Rides to Wellness bridge software to efficiently connect QRyde to CTS, New Hampshire's Medicaid transportation broker.

- Assist Rockingham Nutrition & Meals in Wheels in deploying mobile data terminals in its fleet.
- Reach out to for-profit providers to invite participation in the Community Rides when QRyde is fully functional.

**4. *Work with service providers to determine and implement coordination techniques and practices***

- Work to make the region's transportation network functions as seamlessly and as simply as possible for users.
- Launch a Provider Workgroup to meet with the focused intent of identifying tangible and easily implemented coordination tools.
  - Initiate shared driver training, locally or in collaboration with NH RTAP.
  - Research opportunities for agencies to purchase insurance collaboratively.
  - Research COAST performing vehicle maintenance for partner agencies.
- Advocate to NHDOT and NHDHHS on behalf of the RCC and member agencies for:
  - Universal reporting requirements to ease the administrative burden of varied reporting in the various RCC's and State agencies,
  - Sufficient funding to provide the services being funded by the State agency,
- Develop a coordinated marketing strategy that expands on Travel Training and the Community Transportation Directory.
- Implement cross-promotional activities, particularly providing all new clients with information regarding all transportation services for which they might be eligible and providing them with a copy of the Community Transportation Directory.
- Establish the ACT Executive Committee as a forum for informally vetting changes to providers' services or service areas.

**Long-Term Recommendations and Action Plan**

The following recommendations are provided to guide the Southeast NH RCC in its planning efforts to ensure that the coordination system can be sustained and viably expanded over time.

**1. *Ensure availability of FTA Section 5310 Capital, Formula, and Purchase of Service funding***

Ensure the continued availability of FTA Section 5310 funding for vehicle replacement for provider agencies. This funding should be prioritized for agencies that are members in good standing of the RCC, and that have signed service coordination agreements. NHDOT should continue to work with the State to make Purchase of Service and Formula funding available as well.

**2. *Pursue funding to maintain newly established services and support other needed expansions***

The following services have been identified as priorities through the Southeast NH region's planning process.

- Continued enhancement and operation of the regional call center (TripLink) housed at COAST.

- Basic scheduled 1-2 day a week service in key areas of the region developed in coordination with existing programs. Provision of services by existing publicly-funded agency vehicles is the preferred strategy. Trip types include shopping, groceries, errands, non-emergency medical transportation, nutrition access, and socialization and community involvement.
  - Expand the capacity of volunteer driver programs to cover the full RCC region. This may be achieved through a combination of expanding the service areas of existing agencies such as TASC and Ready Rides. Support may include staff time, call center services, and volunteer mileage reimbursement.
  - Help identify areas where service demand and development density warrant an expansion of fixed route service.
  - Work with the revitalized Commute SMART Seacoast to improve employment transportation options in the region including establishing car and vanpools. Expand access to health care providers in the region by engaging them to partner with the coordination efforts.
  - Consider new alternatives to deliver transportation services including strategies such as: deployment of accessible taxis in the region and development of expanded local voucher programs, etc.
  - Where effective, consider feeder shuttles from rural areas to bus stops served by COAST and Wildcat Transit.
  - Support initiatives developed by participating agencies that increase transportation options in the region, favoring those programs that remove silos and will help make service more widely available.
  - Pursue funding sources whose eligibility requirements allow the RCC to provide services to a broader array of clients, especially low-income adults.
3. ***Enhance TripLink, increasing the number of agencies using TripLink and expanding its use as a Mobility Management resource in the region.***  
Work with partner agencies to transition their call taking, scheduling, client intake, dispatching, and/or other functions to TripLink with the goal of reducing expenses and developing a more robust and seamless one-call/one-click experience for users.
- To be most effective, TripLink must perform its adopted functions in a manner that meets agencies' needs, rather than the agencies changing how they meet their clients' needs. Additionally, the client experience must be prioritized, ensuring that existing clients do not leave a service that they had previously found acceptable.
4. ***Seek local funding sources to replace pilot foundation funds***  
ACT will continue to develop new sources of local match funding. Options currently being considered are: fees provided by agencies using TripLink, new local grants, advertising on agency vehicles, and municipal requests. Non-cash match generated by volunteer drivers continues to be a valuable source of match.

**5. Advocate for dedicated state transit and community transportation funding**

A core problem for transit systems throughout the state is the lack of dedicated state funding available to match federal transit dollars. While better coordination between NH Departments of Transportation and Health & Human Services could improve overall access to human service funding, ultimately there is an ongoing need for more state funding for transit service available to eligible riders in the region. While New Hampshire has always been near the bottom among states in terms of per capita support for public transportation, the FY2012-2013 State Budget eliminated all state support for public transit operations, and future budgets have not renewed funding. COAST and participating providers should continue to work through the SCC with the New Hampshire Transit Association and Transport NH to advocate for a dedicated, ongoing source of state funding for transit and community transportation.

**7. Employment Transportation**

Employment contributes to a higher quality of life for seniors and disabled adults by increasing their integration into the community. As appropriate, the RCC should participate in efforts to improve employment transportation for seniors, adults with disabilities, and low-income adults.

**8.4 Conclusion**

The success of the RCC will be determined by whether its efforts help service providers operate more efficiently while simultaneously improving the user experience for their clients. To help service providers, the RCC must focus on strategies that providers are most willing and able to adopt.

To improve access for clients, the RCC must make community transportation in the Seacoast easy to find and use. Services must be reliable and affordable and clients must be treated with respect and warmth. TripLink needs to expand its efforts to aid those residents in need of transportation assistance. Collaboration and communication amongst providers will be important in ensuring that providers who are obliged to deny service to someone are also encouraging that individual to contact TripLink for support.



DRAFT

# **ATTACHMENT #4**

## Memorandum

DATE: March 21, 2017  
 TO: MPO Transportation Advisory Committee  
 FROM: David Walker  
 RE: Project Selection

The project solicitation process has been completed and a number of new needs were identified and submitted by multiple communities, and many others responded that they continue to see the projects currently listed in the Long Range Plan and the Ten Year Plan as priorities. All in all, the starting point for this prioritization exercise for the Ten Year Plan included 169 projects. Forty-seven of these projects are already in the Ten Year Plan, the Transportation Improvement Program, or otherwise in the construction process. As was discussed at previous meetings, it was determined that the best approach to prioritizing projects for the Ten Year Plan was to examine projects first for eligibility and feasibility and then follow that by scoring those eligible and feasible projects against a set of selection criteria. Forty-five projects are viewed as not ready for the Ten Year Plan as they are not eligible, not feasible, missing aspects of the scope and cost, or are simply not needed at this point. The remaining 77 projects were prioritized for consideration to be added to the State Ten Year Plan utilizing the project selection criteria and weights that were established at the February 23<sup>rd</sup> TAC Meeting and resulted in the attached table (**Table 2**). This table shows the project details as well as how the project scored in each criterion and is listed in score/rank from highest to lowest. This preliminary ranking was compiled by staff based on information provided by project sponsors and available from current data sets. The point value assigned to each criteria is shown in **Table 1**.

Total Projects	169
In Ten Year Plan/TIP/Construction	47
Remaining Projects	122
Not Ready For 10 Year Plan	45
Ranked for Ten Year Plan	77

DOT has provided the MPO with a budgetary target for programming projects. While the MPO is not guaranteed this funding, it provides guidance as to the “fair share” of funding available for transportation improvements that we might expect to see in the region. That budget target is estimated at **\$6,277,000** for the last two years of the Ten Year Plan and how it is calculated is shown in the table to the right. Based on the assumed level of funding in that table, multiple projects in the top 10 fit easily within the targeted budget amount. In the 2015 iteration of this process NHDOT did not simply fund the top projects that fit within the budget amount, but funded 5 of the RPC

### Budget Allocation

Expected Annual Federal Funding	\$ 150,000,000
Debt Service (I-93 and others)	-\$ 17,000,000
Preservation and Maintenance	-\$ 75,000,000
Mandated Programs	-\$ 28,000,000
PE and ROW	-\$ 11,000,000
Available for RPCs to program Annually	\$ 22,500,000
Total for RPCs to program in Ten Year Plan	\$ 45,000,000
<b>RPC Share of available funding (13.9%)</b>	<b>\$ 6,277,432</b>

top 10 projects at the time. Assuming a similar approach is employed in this round, we could expect to see 2-5 projects funded.

***Recommended Action: Recommend a prioritized list of project to the MPO Policy Committee for their approval at the April 12, 2017 meeting.***

**Table 1: Point Values assigned for each Criterion**

Point Value	Reduce Congestion (10.36%)	Freight Mobility (5.16%)	Improves Accessibility (13.87%)	Safety Measures (16.96%)	Safety Performance (6.06%)	Service Life (3.79%)	Current Bridge Condition (9.67%)
1	Strong Positive Impact	Strong Positive Impact	Strong Positive Impact	Very Significant Focus	Very High Frequency	Road - Very Good or Good Condition	Bridge - Poor Condition
0.75	Moderate Positive Impact	Moderate Positive Impact	Moderate Positive Impact	Major Focus	High Frequency	Road - Fair Condition	Bridge - Fair Condition
0.5	Minimal Positive Impact	Minimal Positive Impact	Minimal Positive Impact	Average Focus	Moderate Frequency	Road - Poor Condition	Bridge - Good Condition
0.25	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	Limited Focus	Low Frequency	Road - New Facility	Bridge - New Facility
0	Negative Impact	Negative Impact	Negative Impact	No Focus	No Reported Crashes	Bridge	Roadway

**Support/Priority Portion: 18.80%**

Point Value	2017 Local Priority (10%)	Economic Impact (20%)	Inclusion in Planning Documents (10%)	Regional Priority (40%)	Support For Regional Vision, Goals, and Objectives (20%)
1	High	Regional and Local	Regional and Local	High	Strongly Supports
0.75	Medium	Regional	Regional	Moderate	Moderately Supports
0.5	Low	Local	Local	Low	Minimally Supports
0	None	None	None	None	Does Not support

**Portion: 6.9%**

**Traffic Volume Portion: 8.47%**

Value	AADT Range	Traffic Volume
1	75001-125000	Extremely High Volume
0.8	50001-75000	High Volume
0.6	25001-50000	Moderately High Volume
0.4	10001-25000	Moderate Volume
0.2	1000-10000	Low Volume

Value	Facility Importance
1	1 - Principal Arterial - Interstates (Rural)
0.75	2 - Principal Arterial - Other (Rural)
0.6	6 - Minor Arterial (Rural)
0.35	7 - Major Collector (Rural)
0.1	8 - Minor Collector (Rural)
0	9 - Local (Rural)
1	11 - Interstates (Urban)
0.9	12 - Other Freeways & Expressways (Urban)
0.75	14 - Other Principal Arterials (Urban)
0.6	16 - Minor Arterials (Urban)
0.35	17 - Collector (Urban)
0	19 - Local (Urban)
0.5	20 - NHS Modal Connector
1	Bridge - No Alt Routes
0.5	Bridge - Single Alt Route
0.25	Bridge - Few Alt Routes
0	Bridge - Many Alt Routes

Table 2: Draft Prioritized Project Listing

Program Rank	RPCProjNum	CityTown	Roads	Scope	Congestion	Freight Mobility	Improves Accessibility	Volume	Facility Importance	Safety Measures	Safety Performance	Service Life	Current Asset Condition	Local Priority 2017	Regional Support	Total	Total Cost
1	6001023	New Castle-Rye	NH 1A/1B	Shoulders on NH 1A in Rye from Seavey Creek Bridge to the south end of Odiorne Point State Park and on NH 1B from NH1A to the Bridge. Sidewalks on NH1B From Wild Rose Lane to Beach Hill Road, and shoulders Wild Rose Lane to USCG Station.	Minimal Positive Impact	Neutral/ No Impact	Moderate Positive Impact	4200	17 - Collector (Urban)	Very Significant Focus	Moderate Frequency	Road - Fair Condition	Roadway	HIGH	HIGHEST	0.5898	\$ 1,978,500
2	6197005	Hampton	NH 101/ US 1	NH 101/ US 1 interchange reconfiguration as per the outcome of the feasibility study	Moderate Positive Impact	Moderate Positive Impact	Neutral/ No Impact	30000	14 - Other Principal Arterials (Urban)	Average Focus	High Frequency	Road - Fair Condition	Roadway	HIGH	HIGHEST	0.5648	\$ 5,400,000
3	6345011	North Hampton	US 1	Capacity improvements at Intersection of US 1 and Atlantic Avenue (NH 111) including safety improvements for bicycle and pedestrian access	Moderate Positive Impact	Minimal Positive Impact	Minimal Positive Impact	16290	14 - Other Principal Arterials (Urban)	Major Focus	Moderate Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.5626	\$ 744,000
4	6409007	Seabrook	East Coast Greenway	Construct multiple use pathway on State owned portion of B&M railroad from Mass state line to Seabrook Station. East Coast Greenway.	Neutral/ No Impact	Neutral/ No Impact	Strong Positive Impact	20000	16 - Minor Arterials (Urban)	Major Focus	Low Frequency	Road - New Facility	Roadway	LOW	HIGHEST	0.5404	\$ 918,000
5	6409004	Seabrook	US 1	Capacity improvements on US 1 between New Zealand Road and the Hampton Falls Town Line.	Strong Positive Impact	Moderate Positive Impact	Neutral/ No Impact	20000	16 - Minor Arterials (Urban)	Average Focus	Moderate Frequency	Road - Fair Condition	Roadway	HIGH	HIGHEST	0.5363	\$ 1,552,500
6	6197012	Hampton	Winnacunnet Rd (NH 101E) & High Street (NH 27)	The reconstruction of Winnacunnet Road as a "Complete Street" will include new accessible sidewalks along both sides of the roadway, travel way and shoulder delineation, and the implementation of new signage, markings and crossings. The construction of the "missing" link between Tobey Road and Five Corners will include the construction of new sidewalk (7 ft) within the existing ROW	Neutral/ No Impact	Neutral/ No Impact	Moderate Positive Impact	9100	16 - Minor Arterials (Urban)	Very Significant Focus	Low Frequency	Road - Poor Condition	Roadway	HIGH	HIGH	0.5192	\$ 900,000
7	6001018	Seabrook-Hampton	NH 1A	Route 1A Evacuation ITS Improvements: Deployment of Route 1A contra-flow signage, VMS, surveillance, and communications upgrades. From Regional ITS Architecture	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	8800	16 - Minor Arterials (Urban)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGHEST	0.4972	\$ 2,139,000
8	6431003	Stratham	NH 108	NH 108 / Bunker Hill Avenue: Signalization And Turn Lanes And Intersection Realignment. Source: 1999-2020 LRP	Minimal Positive Impact	Neutral/ No Impact	Neutral/ No Impact	21000	16 - Minor Arterials (Urban)	Major Focus	Low Frequency	Road - Very Good or Good Condition	Roadway	HIGH	HIGHEST	0.4915	\$ 565,200
9	6345006	North Hampton	US 1	Realign the southern intersection of US 1 and North Road to the south, widen to 5 lanes at the intersection and install a traffic signal. From US 1 Corridor Study.	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	16000	14 - Other Principal Arterials (Urban)	Major Focus	Moderate Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.4832	\$ 2,645,000
10	6195001	Hampstead	NH 121	Improve The Intersection Of NH 121/ Derry Rd/ Depot Rd In Hampstead	Minimal Positive Impact	Neutral/ No Impact	Neutral/ No Impact	8090	16 - Minor Arterials (Urban)	Major Focus	High Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.4808	\$ 300,000
11	6379027	Portsmouth	Market St and Russell St	Intersection improvements are required to improve traffic flow and safety. A roundabout is currently being considered for this location.	Minimal Positive Impact	Neutral/ No Impact	Minimal Positive Impact	14000	16 - Minor Arterials (Urban)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.4723	\$ 875,000
12	6431001	Stratham	Rte. 108 and 33 / Portsmouth Ave and Winnicutt Road	A comprehensive reconfiguration of the Rte. 108 / Rte. 33 Stratham Circle through the Town Center District. Reconfiguration of 4 intersections for traffic and pedestrian access and safety improvements including a roundabout, lane reconfigurations, signalization, sidewalks, bicycle lanes, crosswalks, Bus shelters, traffic calming measures, and signage improvements.	Minimal Positive Impact	Minimal Positive Impact	Minimal Positive Impact	17000	16 - Minor Arterials (Urban)	Average Focus	High Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.4671	\$ 2,959,300
13	6147006	Epping	NH 125	Signalize intersection of NH 125 with Lee Hill Road	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	15300	14 - Other Principal Arterials (Urban)	Major Focus	Moderate Frequency	Road - Fair Condition	Roadway	MODERATE	HIGHEST	0.4671	\$ 300,000
14	6331002	Newington	Pease Blvd/ NH Ave/ Arboretum Dr	Construct a Northbound right-turn-lane on New Hampshire Avenue at the intersection with Arboretum Drive.	Moderate Positive Impact	Minimal Positive Impact	Neutral/ No Impact	11300	17 - Collector (Urban)	Average Focus	Low Frequency	Road - Very Good or Good Condition	Roadway	HIGH	HIGHEST	0.461	\$ 100,000
15	6375004	Plaistow	NH 121A	Intersection improvements at North Avenue And NH 121A In Plaistow	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	9100	16 - Minor Arterials (Urban)	Major Focus	High Frequency	Road - Fair Condition	Roadway	MODERATE	HIGH	0.4578	\$ 1,806,650

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Program Rank	RPCProjNum	CityTown	Roads	Scope	Congestion	Freight Mobility	Improves Accessibility	Volume	Facility Importance	Safety Measures	Safety Performance	Service Life	Current Asset Condition	Local Priority 2017	Regional Support	Total	Total Cost
16	6239001	Kensington	NH 107	Realign and upgrade the intersection of NH 150 and NH 107 in Kensington. Possible location for a roundabout. Source: NH 107/150 Intersection Study	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	9200	7 - Major Collector (Rural)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGHEST	0.4574	\$ 900,000
17	6345007	North Hampton	US 1	Realign the northern intersection of US 1 and North Road to the north, widen to 5 lanes at the intersection and install a traffic signal. From US 1 Corridor Study.	Minimal Positive Impact	Neutral/ No Impact	Neutral/ No Impact	16000	14 - Other Principal Arterials (Urban)	Major Focus	Moderate Frequency	Road - Fair Condition	Roadway	MODERATE	HIGH	0.4515	\$ 3,375,000
18	6397002	Rye	US 1	Widen to five lanes and improve the Washington Road/Breakfast Hill Road intersection with US 1. Reduce vertical rise to the south to improve sight distance.	Moderate Positive Impact	Minimal Positive Impact	Neutral/ No Impact	24000	14 - Other Principal Arterials (Urban)	Average Focus	Low Frequency	Road - Poor Condition	Roadway	HIGH	HIGH	0.4497	\$ 2,415,000
19	6001019	Seabrook-Hampton Falls-Hampton	East Coast Greenway	Construct multiple use pathway on State owned portion of B&M railroad from Seabrook Station to Hampton Town center near Post Office. East Coast Greenway.	Neutral/ No Impact	Neutral/ No Impact	Minimal Positive Impact	20000	16 - Minor Arterials (Urban)	Major Focus	Low Frequency	Road - New Facility	Roadway	LOW	HIGH	0.4475	\$ 4,209,000
20	6197002	Hampton	US 1/NH 27	Improvements to the US 1 / NH 27 intersection. Realignment of Exeter Road (Route 27) to the south so as to align directly opposite High Street, which would improve the operation of the signalized intersection by allowing Exeter Road and High Street through movements to run under the same signal phase. This will also require construction of a new bridge over the railroad that is wider and aligned slightly to the the south of the current bridge.	Moderate Positive Impact	Minimal Positive Impact	Neutral/ No Impact	24800	14 - Other Principal Arterials (Urban)	Limited Focus	Very High Frequency	Road - Poor Condition	Roadway	MODERATE	HIGH	0.4395	\$ 6,175,000
21	6379028	Portsmouth	Islington St	Preliminary and final design, engineering, and construction for reconstruction of the street that will include subsurface utility work as well as sidewalk improvements, street lighting and street furniture, curbing and bump outs as well as traffic signal improvements and realignment of the Bartlett St / Islington St intersection.	Neutral/ No Impact	Neutral/ No Impact	Moderate Positive Impact	14000	16 - Minor Arterials (Urban)	Average Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.4387	\$ 2,000,000
22	6153001	Exeter	Epping Rd	Implementation Of Access Management Plan Developed By Exeter To Likely Include Row Acquisitions And Driveway Consolidation.	Moderate Positive Impact	Minimal Positive Impact	Neutral/ No Impact	12000	16 - Minor Arterials (Urban)	Average Focus	Moderate Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.4381	\$ 1,897,500
23	6345004	North Hampton	US 1	Connect Hobbs Road with Elm Road and discontinue north end of Elm Road. Provide traffic signal connection from mid-point of Elm road to US 1. From US 1 Corridor Study.	Minimal Positive Impact	Neutral/ No Impact	Neutral/ No Impact	16000	14 - Other Principal Arterials (Urban)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	MODERATE	HIGH	0.4364	\$ 3,450,000
24	6383004	Raymond	NH 27	Address safety and capacity issues at the intersection of NH 27 and NH 156	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	12000	17 - Collector (Urban)	Major Focus	Moderate Frequency	Road - Poor Condition	Roadway	MODERATE	HIGH	0.428	\$ 600,000
25	6379002	Portsmouth	Grafton Drive	Grafton Drive will be widened to provide center turn lane to facilitate turning movements at the intersection with Country Club Rd and the Portsmouth Transportation Center	Moderate Positive Impact	Minimal Positive Impact	Minimal Positive Impact	12000	17 - Collector (Urban)	Limited Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.4263	\$ 500,000
26	6379012	Portsmouth	Coakley Rd	Upgrade / replace aging bridge.	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	530	Bridge - No Alt Routes	Average Focus	Low Frequency	Bridge	Bridge - Poor Condition	MODERATE	MODERATE	0.4147	\$ 198,000
27	6397001	Rye	US 1	Improve shoulders on US 1 from Breakfast Hill Road to Portsmouth city line	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	21000	14 - Other Principal Arterials (Urban)	Average Focus	Low Frequency	Road - Very Good or Good Condition	Roadway	LOW	MODERATE	0.4112	\$ 1,200,000
28	6397003	Rye	US 1	Improve Shoulders on US 1 from North Hampton Town line to Breakfast Hill Road. Realign Dow Road to 90 degree approach.	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	21000	14 - Other Principal Arterials (Urban)	Average Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.4111	\$ 720,000
29	6431005	Stratham	NH 33	Full signalization of the Route 33/Portsmouth Avenue and Winnicutt Road intersection.	Minimal Positive Impact	Neutral/ No Impact	Neutral/ No Impact	14000	16 - Minor Arterials (Urban)	Average Focus	Moderate Frequency	Road - Very Good or Good Condition	Roadway	HIGH	HIGH	0.4105	\$ 185,000
30	6199003	Hampton Falls	US 1	Route 1 - Provide full shoulder and access management improvements from Lincoln Avenue to Hampton town line. From US 1 Corridor Study.	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	20000	16 - Minor Arterials (Urban)	Average Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.4094	\$ 1,200,000
31	6331001	Newington	Pease Blvd/ NH Ave/ Arboretum Dr	Install a signal at the intersection of Arboretum Drive, New Hampshire Avenue, and Pease Blvd. Additional turning lanes may be required to maintain adequate operations.	Moderate Positive Impact	Minimal Positive Impact	Minimal Positive Impact	11300	17 - Collector (Urban)	Limited Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.3973	\$ 1,100,000

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32	6417002	South Hampton	Hilldale Ave	Bridge Replacement on Hilldale Avenue over Powwow River [069/066]	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	0	Bridge - No Alt Routes	Limited Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	HIGH	0.3950	\$ 720,000
33	6001014	Region	NH 125	Route 125 and Interstate 495 Interchange Cross-Border ITS: Deployment of Advanced Traveller Information Services and Communications upgrades to coordinate traffic flow information across the MA-NH border.	Moderate Positive Impact	Minimal Positive Impact	Neutral/ No Impact	23000	14 - Other Principal Arterials (Urban)	Limited Focus	Moderate Frequency	Road - Poor Condition	Roadway	LOW	MODERATE	0.3934	\$ 600,000
34	6409001	Seabrook	US 1	Reconfigure rotary on US 1 at the MA state line to a four way intersection as per the US 1 Corridor Study. Widen US 1 to 5 lanes	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	25000	16 - Minor Arterials (Urban)	Average Focus	Moderate Frequency	Road - Fair Condition	Roadway	LOW	MODERATE	0.3920	\$ 2,875,000
35	6409002	Seabrook	US 1	Widen US 1 to 5 lanes between Walton Road and Gretchen Road From US 1 Corridor Study.	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	25000	16 - Minor Arterials (Urban)	Average Focus	Moderate Frequency	Road - Fair Condition	Roadway	LOW	MODERATE	0.3920	\$ 2,760,000
36	6001016	Region	Multiple	Park-and-Ride ITS Improvements: Deploy surveillance, parking sensors, and signage at Park-and-Ride facilities. From Regional ITS Architecture.	Minimal Positive Impact	Neutral/ No Impact	Minimal Positive Impact	NA	14 - Other Principal Arterials (Urban)	Average Focus	No Reported Accidents	Road - New Facility	Roadway	LOW	HIGH	0.3879	\$ 810,000
37	6379033	Portsmouth	NH Ave/Exeter St/Manchester Square	Construct a roundabout at the intersection of New Hampshire Avenue/ Exeter Street/ Manchester Square on the Pease International Tradeport in Portsmouth	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	10300	17 - Collector (Urban)	Average Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.3876	\$ 1,000,000
38	6147008	Epping	Blake Rd	Bridge Replacement, Blake Road over Lamprey River [059/054]	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	1200	Bridge - Single Alt Route	Limited Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	HIGH	0.3851	\$ 660,000
39	6379015	Portsmouth	Cate Street	Replace bridge in collaboration with local development plans	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	1500	Bridge - Single Alt Route	Average Focus	Low Frequency	Bridge	Bridge - Poor Condition	MODERATE	MODERATE	0.3813	\$ 480,000
40	6405001	Sandown	Phillips Rd	Bridge Replacement on Phillips Road over Exeter River [093/109]	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	0	Bridge - Few Alt Routes	Average Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	HIGH	0.3813	\$ 480,000
41	6405002	Sandown	Fremont Rd	Bridge rehab/replacement on Fremont Road over Exeter River - 098/117	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	0	Bridge - Few Alt Routes	Average Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	HIGH	0.3813	\$ 420,000
42	6379013	Portsmouth	Bartlett St	Bridge upgrade / replacement over Hodgson Brook	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	17000	Bridge - Few Alt Routes	Average Focus	Low Frequency	Bridge	Bridge - Poor Condition	MODERATE	MODERATE	0.3794	\$ 342,000
43	6431004	Stratham	NH 108	NH 108/ Frying Pan Lane/ River Rd Signalization And Realignment And Lane Improvements. Source: 2001-2003 TIP Proposal	Negative Impact	Neutral/ No Impact	Neutral/ No Impact	21000	16 - Minor Arterials (Urban)	Average Focus	Moderate Frequency	Road - Very Good or Good Condition	Roadway	MODERATE	HIGH	0.3749	\$ 873,600
44	6147009	Epping	Main St	Repair/Replacement of Main Street bridge over Lamprey River [109/055]	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	5300	Bridge - Few Alt Routes	Limited Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	HIGH	0.3722	\$ 744,000
45	6383001	Raymond	NH 102	Safety improvements at the NH 102 intersection with Blueberry Hill Road	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	5800	7 - Major Collector (Rural)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.368	\$ 240,000
46	6417001	South Hampton	Whitehall Rd	Bridge Replacement on Whitehall Road over Powwow River [099/062]	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	530	Bridge - Single Alt Route	Limited Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	MODERATE	0.3522	\$ 306,000
47	6379003	Portsmouth	Corporate Dr/ Grafton Drive	Installation of a fully actuated traffic control signal at the intersection of Corporate Drive and Grafton Drive on the Pease International Tradeport in Portsmouth.	Moderate Positive Impact	Minimal Positive Impact	Neutral/ No Impact	0	17 - Collector (Urban)	Limited Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	HIGH	0.3516	\$ 1,400,000
48	6379010	Portsmouth	I-95	Construct a noise barrier consisting of vertical wood sound walls along an approximately 2,000 foot portion of southbound I-95 where it passes Pannaway Manor.	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	80000	11 - Interstates (Urban)	No Focus	Low Frequency	Road - New Facility	Roadway	HIGH	HIGH	0.3488	\$ 1,210,000
49	6135001	East Kingston	NH 107	Improve Sight distance at intersection of NH 107 & Willow Road. Source: 2001-2003 TIP Proposal	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	5200	7 - Major Collector (Rural)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	MODERATE	0.3485	\$ 76,800
50	6383003	Raymond	NH 156	Address sight distance issues to improve safety at NH 156/Ham Road/Harriman Hill Road intersection	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	4200	7 - Major Collector (Rural)	Major Focus	Low Frequency	Road - Poor Condition	Roadway	MODERATE	MODERATE	0.348	\$ 240,000



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51	6055002	Brentwood	NH 111A	Reconfigure the intersection of NH 111A and Pickpocket Road from a "Y" to a "T" alignment	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	2300	17 - Collector (Urban)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	MODERATE	MODERATE	0.3460	\$ 96,000
52	6399003	Salem	Haverhill Rd.	Bridge Replacement. Haverhill Road over Spicket River [097/181]. Municipally Managed Project.	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	2400	Bridge - Few Alt Routes	Limited Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	HIGH	0.3414	\$ 921,600
53	6379030	Portsmouth	Banfield Rd	Upgrades will include culvert replacement, guard rail installation, and traffic calming.	Neutral/ No Impact	Neutral/ No Impact	Minimal Positive Impact	6100	19 - Local (Urban)	Average Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.3365	\$ 700,000
54	6341001	Newton	Pond Rd	Pond Road Over B&M RR - Structurally Deficient 064/107	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	520	Bridge - Few Alt Routes	Limited Focus	Low Frequency	Bridge	Bridge - Poor Condition	LOW	MODERATE	0.3350	\$ 2,070,000
55	6147007	Epping	NH 125	Widen NH 125 from NH 87 to Lee Hill Road	Minimal Positive Impact	Neutral/ No Impact	Neutral/ No Impact	11000	2 - Principal Arterial - Other (Rural)	Limited Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	MODERATE	0.3277	\$ 3,829,500
56	6383002	Raymond	NH 27	Address skewed angle intersection of Dudley Road with NH 27 through realignment	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	2700	7 - Major Collector (Rural)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	MODERATE	0.327	\$ 240,000
57	6055001	Brentwood	North Road	Realign the intersection of Prescott Road and North road from a "Y" alignment to a "T" alignment	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	Unknown	19 - Local (Urban)	Major Focus	Low Frequency	Road - Fair Condition	Roadway	MODERATE	MODERATE	0.3195	\$ 96,000
58	6379001	Portsmouth	New Hampshire Ave/ Durham St/ Corporate Drive/ International Dr	Installation of a traffic signal and construction of left turn lanes on the approaches to New Hampshire Avenue, Corporate Drive and International Drive.	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	0	17 - Collector (Urban)	Limited Focus	Low Frequency	Road - Fair Condition	Roadway	MODERATE	HIGH	0.3163	\$ 1,100,000
59	6379034	Portsmouth	International Dr/ Manchester Square/ Corporate Dr	Install traffic signal at the intersection of International Drive with Manchester Square and Corporate Drive on the Pease International Tradeport in Portsmouth	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	14100	17 - Collector (Urban)	Limited Focus		Road - Fair Condition	Roadway	LOW	HIGH	0.3147	\$ 300,000
60	6379018	Portsmouth	Pierce Island Rd	Replace Pierce Island Bridge over Little Harbor	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	1200	Bridge - No Alt Routes	Limited Focus	No Reported Accidents	Road - Fair Condition	Roadway	HIGH	HIGH	0.3077	\$ 2,875,000
61	6379032	Portsmouth	Grafton Drive/Aviation Avenue	Interim improvement to construct NB Left Turn lane on Grafton Drive. Long-term solution includes separated Left and Right Turn lanes on Aviation Ave.	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	14000	17 - Collector (Urban)	Limited Focus		Road - Fair Condition	Roadway	MODERATE	MODERATE	0.3053	\$ 900,000
62	6379005	Portsmouth	Maplewood Ave	Replace Maplewood Avenue culvert over North Mill Pond. Replacement structure will consist of three concrete arches with existing stone reused to construct seawalls.	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	7200	Bridge - Few Alt Routes	No Focus	Low Frequency	Bridge	Bridge - Poor Condition	HIGH	HIGH	0.3033	\$ 1,150,000
63	6001015	Region	Multiple	Bridge Security Surveillance and Interagency Video Exchange: Establish a video distribution system to allow authorized municipal and transit organizations to view bridge conditions in real-time.	Minimal Positive Impact	Minimal Positive Impact	Neutral/ No Impact	NA	11 - Interstates (Urban)	No Focus	No Reported Accidents	Bridge	Bridge - New Facility	LOW	MODERATE	0.2943	\$ 1,840,000
64	6167002	Fremont	Scribner Rd	Scribner Road over Exeter River - Structurally deficient bridge 106/076. Source: NHDOT 2002 Red List Bridge Summary	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	220	Bridge - Few Alt Routes		Low Frequency	Bridge	Bridge - Poor Condition	LOW	MODERATE	0.2918	\$
65	6379029	Portsmouth	South St	This project will include a new road bed, underdrains and surface drainage, sidewalk reconstruction as well as water, sewer, and gas lines work.	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	8800	16 - Minor Arterials (Urban)	Limited Focus	Moderate Frequency	Road - Poor Condition	Roadway	MODERATE	MODERATE	0.2899	\$ 250,000
66	6399005	Salem	Lawrence Rd	Bridge Rehabilitation on Lawrence Road over Spicket River [113/070]	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	6500	Bridge - Few Alt Routes	Limited Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.2774	\$ 240,000
67	6399002	Salem	Emerson Way	Bridge Replacement. Emerson Way over Widow Harris Brook [114/108]. Municipally managed project	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	150	Bridge - Many Alt Routes	Limited Focus	Low Frequency	Road - Fair Condition	Roadway	HIGH	HIGH	0.2535	\$ 720,000
68	6021001	Atkinson	Hilldale Ave	Upgrade Hilldale Avenue in Atkinson	Neutral/ No Impact	Neutral/ No Impact	Neutral/ No Impact	Unknown	19 - Local (Urban)	No Focus	Low Frequency	Road - Fair Condition	Roadway	LOW	MODERATE	0.2017	\$ 403,200