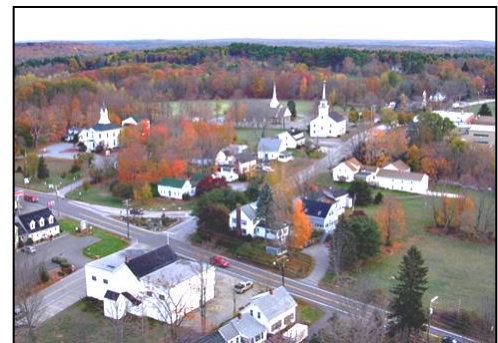
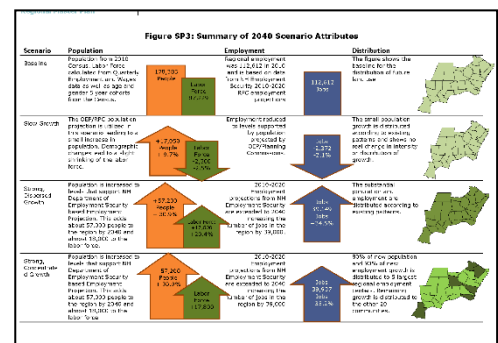
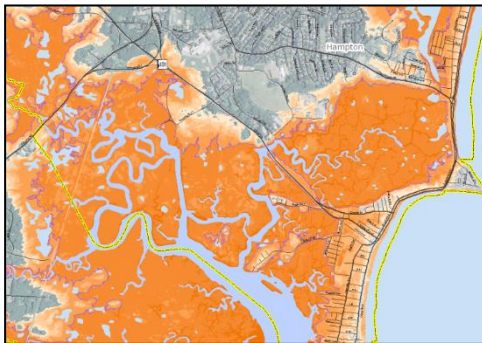


2018-2019 UPWP PERFORMANCE REPORT



METROPOLITAN
P L A N N I N G
O R G A N I Z A T I O N

theRPC.org



AUGUST 30, 2019

This document has been prepared by the Rockingham Planning Commission and Project Partners in cooperation with the U.S. Department of Transportation - Federal Highway Administration and the New Hampshire Department of Transportation. The contents of the report reflect the views of the authors who are responsible for the facts and accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the Federal Highway Administration or the New Hampshire Department of Transportation. This report does not constitute a standard, specification, or regulation.

Table of Contents

- Introduction1**
 - Overall Progress 2
 - UPWP Planning Priorities 4
 - Project Specific Progress 8
- Category 100: MPO Administration8**
 - Task 101 Accounting and Invoices 9
 - Task 102 MPO Administration 10
 - Task 103 Staff Training 12
 - Task 104 Indirect Cost Rate Adjustment..... 14
 - Task 105 Memberships and Subscriptions..... 14
- Category 200: Policy and Planning15**
 - Task 201 State Ten Year Plan 16
 - Task 202 Land Use and Environmental Linkages 18
 - Task 203 Transportation Planners Collaborative 20
 - Task 204 Interagency Consultation..... 21
 - Task 205 Transportation Improvement Program 21
 - Task 206 Congestion Management Process 23
 - Task 207 Intelligent Transportation Systems Architecture..... 23
 - TASK 208 Metropolitan Transportation Plan 24
 - TASK 209 Air Quality Conformity 27
 - Task 210 State Long Range Transportation Plan 28
 - Task 211 Bike and Pedestrian Planning 28
- Category 300: Public Outreach.....31**
 - Task 301 Transportation Advisory Committee 32
 - Task 303 Public Participation Process..... 33
 - Task 304 Public Outreach..... 33
 - Task 305 Policy Committee..... 34

Category 400: Planning Support	36
Task 401 Traffic Count Program.....	37
Task 402 SADES Road Surface Management Systems	38
Task 403 Geographic Information Systems	38
Task 404 Demographics	41
Task 405 Equipment and Resources	41
Task 406 Travel Demand Modeling	42
Category 500: Technical Assistance	44
Task 501 Local and Regional Assistance	45
Task 502 Statewide Assistance	48
Task 504 Special Projects	51
Task 505 Regional Coordinating Councils	52
Task 506 Transit Assistance and TDM Planning.....	53
Other Planning Activities	55
FHWA Measuring Multimodal Network Connectivity Pilot Grant	55
Stratham Safe Routes to School	55
5310 Purchase of Service	56
Local Road Surface Management Systems Contracts.....	56
Other Regional Planning Studies.....	57

Figure 1: UPWP Work Categories and Related Task Areas

<p>Category 100: MPO Administration</p>	
<p>Administration of the MPO and its grants, the development of the MPO Prospectus and UPWP, financial management, training of staff, and conduct of other activities needed to fulfill the Rockingham MPO's mission.</p>	<p>Task 101: Accounting and Invoices Task 102: MPO Administration Task 103: Staff Training Task 104: Indirect Cost Rate Adjustments Task 105: Memberships & Subscriptions</p>
<p>Category 200: Policy and Planning</p>	
<p>The development and update of the Rockingham MPO Long Range Transportation Plan and other guiding documents and reports produced for the region. The conduct of special studies and projects such as updates to the Transportation chapter and related components of the RPC Regional Master Plan, the Regional ITS Architecture, Congestion Management Process. Also includes the development of the Transportation Improvement Program (TIP) and RPC involvement in the Ten Year Plan process as well as related interagency consultation and air quality conformity analysis.</p>	<p>Task 201: State Ten Year Plan Task 202: Land Use and Environmental Linkages Task 203: Transportation Planners Collaborative Task 204: Interagency Consultation Task 205: Transportation Improvement Program Task 206: Congestion Management Process Task 207: Intelligent Transportation Systems Task 208: Metropolitan Transportation Plan Task 209: Air Quality Conformity Task 210: State Long Range Transportation Plan Task 211: Bike & Pedestrian Planning</p>
<p>Category 300: Public Involvement</p>	
<p>The timely implementation of the Rockingham MPO policies and plans through a public process of project evaluation, prioritization, and recommendations for implementation via the MPO Technical Advisory Committee and Policy Committee.</p>	<p>Task 301: Transportation Advisory Committee Task 302: Planning Commission Meetings Task 303: Public Participation Process Task 304: Public Outreach Task 305: Policy Committee</p>
<p>Category 400: Plan Support</p>	
<p>The collection, analysis and maintenance of relevant transportation planning data, including socioeconomic and transportation system data, for use in Rockingham MPO transportation planning activities. It includes activities pertaining to the development of the travel demand model.</p>	<p>Task 401: Traffic Count Program Task 402: SADES Road Surface Management Systems Task 403: Geographic Information Systems Task 404: Demographics Task 405: Equipment and Resources Task 406: Travel Demand Modeling</p>
<p>Category 500: Technical Assistance</p>	
<p>Address transportation issues and concerns across all modes by providing direct transportation planning consultation and general technical assistance, project development assistance, and grant funding resources to communities, transit agencies, and NHDOT within the MPO study area in response to identified needs and requests.</p>	<p>Task 501: Local and Regional Assistance Task 502: Statewide Assistance Task 503: Local Project Administrations (LPA) Programs Task 504: Special Projects Task 505: Regional Coordinating Councils Task 506: Transit and TDM Planning</p>

Introduction

The UPWP Performance Report summarizes the progress that the Rockingham Planning Commission has made in implementing both the broad goals and specific tasks outlined in the FY 2018-2019 Unified Planning Work Program (UPWP). It is submitted in part to comply with 49 CFR 18.40 - *Monitoring and Reporting Program Performance*, and in part to provide communities, MPO Transportation Advisory Committee (TAC) and Policy Committee members, and the public a report of progress on projects and initiatives that the MPO has undertaken for the region. The discussion of activities includes some remarks on work occurring both before and after the 2018-2019 UPWP to provide context or an assessment of completion timeframes for ongoing projects.

This report begins with a discussion of overall progress and the Planning Priorities of the UPWP. This is followed by summaries of the work that occurred under each of the five categories within the UPWP, as well as the various task areas and subtasks listed underneath each category as shown in **Figure 1**. The UPWP listed 133 different work products and 33 activities that were expected to be addressed in some manner during the two years, and several other transportation related efforts that were funded by other sources. There is a broad range in what each listed work product represents in terms of time and cost. In some cases, the identified task is simply an area to bill purchases of equipment and software (Task Area 405) and little or no staff time would be involved, while others, such as Task 506, which encompasses hundreds of hours and the multiple work efforts involved in RPC transit and Travel Demand Management (TDM) planning work over the course of the contract.

There were two budget adjustments during the timeframe of the UPWP resulting in changes in resource distribution (**Figure 2**). First, in August 2018, an adjustment was made to incorporate additional funding into Category 400 to update the Regional Travel Demand Model in response to changing air quality conformity requirements. The second adjustment occurred in May 2019 and revised the distribution of funds to address anticipated overages in two categories as well as to reassign some funds to non-personnel costs. This second changes had no effect on the overall budget

Figure 2: Original and Revised Budget Distributions with actual expenditures

	<u>Original Budget</u>		<u>Revision 1 (8/2018)</u>		<u>Revision 2(5/2019)</u>		<u>Actual Expenditures</u>	
	Funding	Hours	Funding	Hours	Funding	Hours	Funding	Hours
Category 100	\$172,097	2,020	\$172,097	2,020	\$190,390	2,361	\$189,825	2,377
Category 200	\$447,104	6,240	\$452,393	6,340	\$382,430	5,135	\$379,725	5,092
Category 300	\$108,581	1,430	\$108,581	1,430	\$105,311	1,259	\$104,009	1,260
Category 400	\$309,806	3,900	\$330,854	3,800	\$383,144	4,724	\$384,106	4,724
Category 500	\$189,252	2,440	\$189,252	2,440	\$192,027	2,357	\$195,667	2,387
Total	\$1,226,840	16,030	\$1,253,302	16,030	\$1,253,302	15,836	\$1,253,333	15,840

of the UPWP, just the distribution of hours and funds between the five categories. **Figure 3** shows the distribution of hours and funds to each of the five UPWP Categories for the original budget, the two revisions, and the actual expenditures. As the second budget revision near the end of the contract, the actuals are very close to the budget distribution.

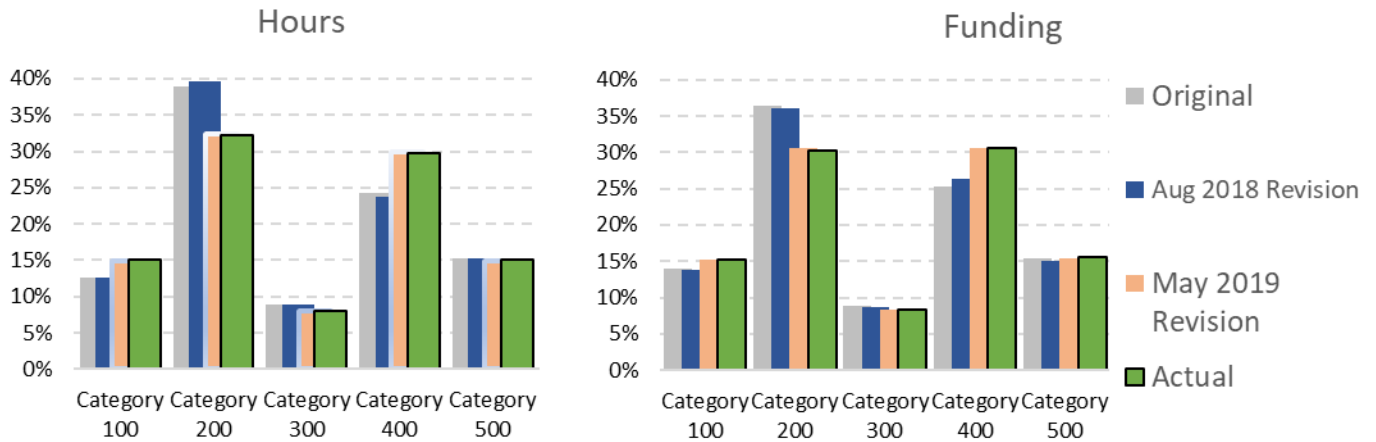


Figure 3: Comparing the distribution of Hours (left) and Expenditures (Right) across the five UPWP Work Categories. Shown are the original budget, both revisions, and the actual

Overall Progress

The Fiscal Year 2018 and 2019 Unified Planning Work Program identified nearly 170 different tasks and activities that the MPO expected to be involved with over the course of the two year contract. While this is a large number, outside of the technical assistance provided to communities and participation in the planning and development of specific improvement projects, the large majority of the tasks and activities are ones that build upon previous efforts and/or part of the cyclical cooperative, continuing, and comprehensive (“3Cs”) transportation planning process. Over the course of the 24 months of the UPWP, the MPO spent 15,840 hours undertaking 140 of the 168 identified activities and work products (**Figure 4**) and approximately \$1.25 million including direct expenditures (consultant fees, equipment, and other costs) (**Figure 5**). This equates to working on approximately 84% of the tasks identified and, if the “not needed” projects (for example providing comments on the Draft State Freight Plan as there was no draft provided for comments) are removed from consideration, this increases to 97% of UPWP tasks and

Figure 4: Status of UPWP Tasks

Status	Number of Tasks	% of Total
Completed	136	82%
In Progress	4	2%
Not Started	5	3%
Not Needed	20	12%
Total	168	

Figure 5: Overall Budget & Expenditures

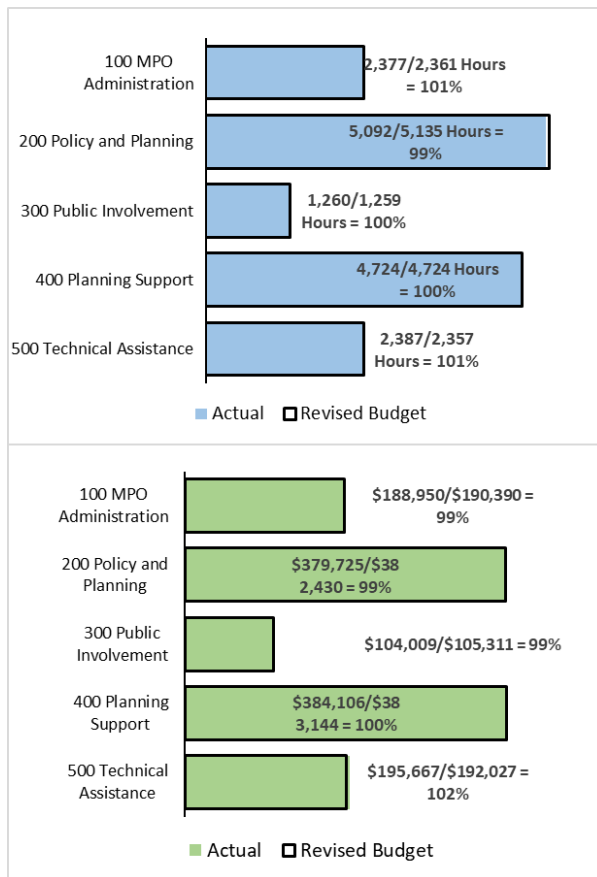
	Hours	Funding
Personnel	15,840	\$1,121,463
Non-Personnel		\$131,870
Total Expenditures		\$1,253,333
Budget	15,836	\$1,253,302
Percent Utilized	100%	100%

activities being addressed in some manner. In conducting this work, the MPO expended and all of the funds available as well as exceeding the budgeted number of personnel hours (4 more than targeted). Some highlights of the work that the MPO accomplished include the following:

- **468** Hours in support of the State Ten Year Plan process. This included updating the unified statewide project prioritization process and project selection criteria
- **683** hours developing, approving, and maintaining the TIP. This included approving the 2019-2022 TIP as well as processing 4 TIP Amendments and 24 administrative adjustments.
- **753** hours updating the Regional Travel Demand Model and preparing to conduct Air Quality Conformity Analyses.
- **872** hours in support of Regional Coordinating Councils, transit planning and technical assistance transit providers
- **893** hours in support of regional bicycle and pedestrian planning
- **902** hours in support of the MPO Transportation Advisory Committee and MPO Policy Committee. This includes preparation for and presenting information at 25 meetings.
- **1,079** Hours pursuing Planning and Environmental Linkages (PEL) efforts and supporting natural resources coordination, and improved climate change and resiliency planning.
- **1,188** Hours of Technical assistance for the region and communities within it. There were 17 Technical Assistance Projects for 11 MPO Communities and one agency, development impact review for 13 communities, and 9 efforts applicable to the multiple communities or the region as a whole.
- **1520** hours updating the Long Range Transportation Plan (Adopted February, 2018)
- **2,660** Hours of mapping and data analysis work in support of transportation planning activities.

Figure 6 compares the budgeted amounts of hours and funding to actual expenditures for each of the five categories of work. Overall MPO expenditures were in line with how the budget was distributed among the Categories, with all five spent within 5% of the budgeted amount and four spent within 2%. While this does reflect the budget redistributions that occurred late in the contract period, these types of changes during the work program are typical and useful aspects of the

Figure 6: Percent of Targeted Hours (top) and Budget (bottom) utilized



UPWP. This flexibility is purposeful and allows the MPO to easily address changes in the timeframes of planning efforts, new tasks, and changes in priorities that occur over the two-year cycle.

UPWP Planning Priorities

As part of the development of the UPWP, FHWA and FTA share a list of Planning Emphasis Areas that are developed from the FAST Act Planning Factors, current policy initiatives, and perceived MPO planning needs. This list is combined with the critical MPO projects to produce a list of Planning Priorities for the UPWP. Many of the Planning Priorities involve processes that are integrated into multiple tasks within the UPWP however, some are listed as explicit tasks to be accomplished. The Planning Priorities from the UPWP are listed below along with bulleted text indicating how they were addressed over the last two fiscal years or, in some cases, what the intent is to address them in the future.

National Planning Emphasis Areas

1. ***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.
 - ❖ The MPO, working with FHWA, FTA, NHDOT, the other three NH MPOs has transitioned to a more performance based planning process. Much of this work was started via a SHRP2 program grant however the implementation of the processes and work products from that project, and the integration into the Transportation Improvement Program and Metropolitan Transportation Plan was conducted using the 18-19 UPWP.
2. ***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.
 - ❖ The small size and adjacency of New Hampshire's four MPOs promotes a broad regional approach to transportation planning that relies on working closely with each other and state and federal planning partners to address transportation planning issues as well as to coordinate efforts and responses. In addition, the MPO works closely with the Southern Maine Planning and Development Commission (SMPDC) in Maine and Merrimack Valley Regional Planning Commission (MVPC) in Massachusetts on cross-border transportation planning issues such as the current Portsmouth Naval Shipyard Joint Land Use Study and the development of the East Coast Greenway.
3. ***Ladders of Opportunity.*** The UPWP should include work efforts that promote access to essential services as part of the transportation planning process.
 - ❖ RPC Staff is heavily involved in efforts to provide transportation services to those without a motor vehicle or the ability to drive themselves. This includes working with the TASC volunteer driver program as well as the two Regional Coordinating Councils in the region to

better manage demand responsive transit service. Staff also works closely with COAST and CART to promote those services and provide them with technical assistance and support.

New Hampshire Planning Emphasis Areas

1. ***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.
 - ❖ With the exception some of the performance based planning and programming requirements, the MPO was already in compliance with MAP-21 and FAST provisions prior to the start of the UPWP. During the FY 18 and FY 19 timeframe, the MPO implemented performance based planning all required performance metrics and integrated them into the Transportation Improvement Program and Metropolitan Transportation Plan.
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.
 - ❖ As the RPC MPO is not eligible for suballocation of resources directly, this emphasis area does not apply to this agency.
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.
 - ❖ The MPO established a Congestion Management Process in 2010 and efforts during the 2018-2019 UPWP focused on developing a timeline for updating the document during the first year of the 2020-2021 UPWP. This will include updating the core document as well as a regional status report and fully integrating the CMP with the Performance Based Planning requirements established in MAP-21 and the FAST Act. To support this considerable time was spent working with NPMRDS travel time data and other sources of information.
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.
 - ❖ Participating in the State Freight Planning Advisory Committee was the primary freight activity by the MPO. As part of that process, the MPO defined candidate facilities for the Critical Urban and Rural Freight networks. In addition, the MPO implemented the Truck Travel Time Index performance measure and target as required by MAP-21/FAST Act.

5. ***Fiscal Constraint and Financial Planning.*** The work program should identify resources and work elements necessary to ensure that the LRTP and TIP include financial documentation and processes that meet the requirements of the FAST Act and the Statewide and Metropolitan Transportation Planning Rules.
 - ❖ The MPO continues to incorporate fiscal constraint analysis into TIP and Long Range Transportation Plan documents. No substantive changes to the process were initiated during the FY18-19 UPWP.
6. ***Metropolitan Travel Demand Model Maintenance.*** Ensuring that the MPO is maintaining the function & capacity of the travel demand model and keeping it up-to-date & developing applications to utilize the model in transportation planning functions. This includes identifying the resources necessary & working collaboratively to implement a comprehensive Household Travel Survey to assist in calibrating New Hampshire's metropolitan and statewide models.
 - ❖ The UPWP initially focused model work on a Household Travel Survey as that has been identified as a key need for the current model. The adjudication of South Coast Air Quality District v. EPA in February 2018 and guidance from FHWA following that decision indicated that the MPO needed to be in a position to conduct a regional Air Quality Conformity Analysis for any subsequent TIP adoptions or amendments. Under this requirement, the UPWP was amended to include additional funding and a model update task. The model was updated to a 2015 base year and structured for easier operation and maintenance.
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.
 - ❖ The RPC continued to work with NHDOT on collecting traffic volume data for the HPMS. Work on the CMP has focused on understanding the data and capabilities of the National Performance Management Research Data Set (NRPMDs) of travel time data on National Highway System in the region
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.
 - ❖ The MPO has undertaken substantial work to address environmental issues that relate to the transportation system. Ongoing efforts are attempting to utilize projects and resources funded outside of the UPWP to identify and estimate the impacts of climate changes on project scope and feasibility, as well as improving the ability of the MPO to identify project impacts earlier in the planning process. Progress was made in the ongoing effort to integrate Planning and Environmental Linkages concepts and processes into the MPO LRTP.
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.

- ❖ There are several projects funded by sources outside of the UPWP that are investigating the impacts of climate change, sea level rise, and coastal inundation on the communities in the RPC region. Staff utilized the work from those projects to address climate change mitigation and adaptation strategies as part of the most recent LRTP update. In addition, MPO staff were selected by FHWA as subject matter experts for the development of an "Integrating Resiliency into the Transportation Planning Process" manual under development.

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.

- ❖ The recently completed Regional Master Plan has, at its core, a set of livability and sustainability principles that address transportation as well as housing, economic opportunity, and resource management. The most recent update of the LRTP carries these livability principles forward to form the framework of that planning document.









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.

- ❖ The MPO has taken an active role in the development of individual projects such as the Seabrook-Hampton NH 1A Bridge replacement, New Castle-Rye Bridge replacement, and NH 125 improvements in Plaistow and Kingston. The MPO also formally tracks all transportation projects as they move from planning to implementation via a TIP project and revision processing database. Finally, MPO staff are involved in the State Complete Streets Advisory Committee [CSAC – formerly the Bike and Pedestrian Technical Advisory Committee (BPTAC)] and the State Freight Advisory Task Force. A three-year term on the Highway Safety Improvement Program advisory committee was completed in June 2018.

Project Specific Progress

In total, the distribution of MPO work efforts was close to what was expected when the UPWP was developed and met many of the priorities for the region as identified in the UPWP document itself. The following pages detail the specific tasks and projects from each of the five UPWP Tasks and the sub-areas of work that occur within each. For each task area a table that details the overall effort utilized for each sub-area of work is included. For each sub-area, the general objective of the particular task is noted along with the level of effort and is a detailed description of the various projects included and their current status. The symbols in **Figure 7** at right are included with each item described and can be utilized as a shortcut key to identify whether it is a standalone project, or part of an ongoing process. The effort type is combined with a status symbol that indicated essentially whether work has occurred on the item or not. These take the form of symbols for “No Work Done”, “In progress”, “Complete”, or “Not needed”. There are a number of work products in the UPWP that are labelled “if necessary”, and projects labelled with the “Not needed” symbol are simply those which circumstances dictated that the work was not necessary. For instance, there is a work product relating to CMAQ project application and evaluation and as there was no CMAQ round during the UPWP timeframe, this work product was not necessary. On the other hand, “No work done” indicates that although work on a project was necessary, it did not happen.

Figure 7: Task Status Symbology

Activity	Process	Status
		No work done
		In progress
		Complete
		Not needed





Category 100: MPO Administration






The 100 Category of work includes the administrative component of the UPWP, performance reporting (completion of this document), as well as staff time spent at training and conferences. **Figure 8** shows that all the resources dedicated to MPO Administration were expended over the last two years, with 100% of funding and 101% of budgeted hours utilized. Within the Category, more hours and funds were utilized than anticipated in the areas of accounting and invoicing and staff training, while all other tasks were under anticipated costs and hours. Most of the time and funding in this Category was spent on general program administration which accounted for about 67% of the time and 69% of funding. No time or funds were spent on the indirect cost rate adjustment as RPC has moved to a predetermined fixed indirect cost rate which eliminates the need for any end-of-contract adjustments. While each task area and specific projects will be covered in greater detail over the following pages, highlights of work in the 100 Category include:

- Continued efficiency gains in the invoicing and accounting process
- Completion of the 2016-2017 UPWP Performance Report

- Development and adoption of the 20120-2021 UPWP

Figure 8: Compares budget verses actual funds and hours for Category 100 and task areas. Red bars indicate greater hours/funds utilized than anticipated, Green lower or equal to budgeted amounts.

	Budget	Actual		
Category 100: MPO Administration	2362	2376.5		101%
101 Accounting and Invoice	335	350.5		105%
102 Program Administration	1605	1583.5		99%
103 Staff Training	422	442.5		105%
104 Indirect Cost Rate Adjustment	0	0		0%
105 Memberships & Subs	0	0		0%

	Budget	Actual		
Category 100: MPO Administration	\$190,390	\$189,825		100%
101 Accounting and Invoice	\$28,245	\$29,361		104%
102 Program Administration	\$133,066	\$130,818		98%
103 Staff Training	\$28,204	\$28,771		102%
104 Indirect Cost Rate Adjustment	\$0	\$0		0%
105 Memberships & Subs	\$875	\$875		100%

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.

ACCOMPLISHMENTS





Monthly Work Program Invoices: Prepared and submitted invoices for completed work on a monthly basis.



Indirect Cost Rate Plan: Under the guidance of the RPC agency auditor, staff prepared and submitted to NHDOT an indirect cost rate proposal for the FY20 and FY 21 UPWP that will be effective at the beginning of the UPWP contract period. For FY18 and FY 19 the RPC continued to utilize a negotiated ICR (Calculated in FY17) instead of provisional rates based on previous year estimates which eliminates the need for end of period reconcilliation.



Audits: Prepared for and provided documentation for FY 2017 and FY 2018 Financial Audits, including OMB Uniform Audit Requirements (2 CFR §200,215,220, 225, and 240) records preparation, and assistance to auditors as needed.

-  **Compliance with NH DOT Reporting Requirements:** The robust invoicing and time tracking system developed for the FY2012-2013 UPWP was modified to meet the needs of the revised billing and invoicing policies and requirements requested by NHDOT for the FY2018-2019 UPWP. This work involved the addition of a single page invoice summary, and current status of expenditures summary, as well as additional revisions and restructuring of the full invoice. Finally, as part of the reporting requirements the MPO collected and uploaded work products on a monthly basis to the NHDOT FTP server. Additionally, the system was re-coded to increase efficiency, and improve the consistency of invoicing and reporting. A new integration tool between QuickBooks and an Access database was implemented. This system continues to be refined for more accessible and effective tracking of work progress and expenditures, and more efficient billing and reporting of activities.
-  **Invoicing System Maintenance:** Over the course of the UPWP contract, the invoicing system requires period adjustment to account for cost structure changes, additional work tasks, or to address problems with the system itself.





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.

ACCOMPLISHMENTS

RPC staff completed the following administrative tasks during the course of the FY 2018 and FY 2019 UPWP:

-  **Timesheet Completion:** Employees completed timesheets for each pay period in the UPWP.
-  **Monthly Work Program Reports:** Staff reported the activities of MPO staff on a monthly basis. Reports were submitted to NH DOT with requests for reimbursement. Additionally, staff uploaded documentation of work to the NHDOT FTP server each month.
-  **UPWP Amendments:** Amendments were made to the UPWP to add funding for the purpose of updating the model to comply with an anticipated need to conduct an air quality conformity analysis for the 2018 TIP update. An additional revision was completed in May 2019 to redistribute funding to keep expenditures at less than 110% of budget amounts as per NHDOT direction.
-  **Development of the FY 2020 and FY 2021 UPWP:** Considerable time was spent in the development of the UPWP for FY20 and FY 21 to incorporate all anticipated planning activities and organize as desired by NHDOT with adequate detail and scope. Budgeting was completed to

an individual staff member level and aggregated back to the Category level for the UPWP. The late inclusion of the FTA Public Transit Economic Impact Study grant into the UPWP required additional time and revisions to document.

-  ***Disadvantaged Business Enterprise (DBE) Program:*** The MPO has adopted a Disadvantaged Business Enterprise (DBE) Policy Statement that confirms the MPO Policy of Non-Discrimination in federal contracting and identifies steps to ensure equal opportunity for DBEs to participate in MPO contract opportunities. Based on recommendation by FHWA and FTA, the MPO has adopted by reference NHDOT's DBE Contracting Goal.
-  ***RPC Internal Procurement Guidelines:*** No progress was made in the development of internal procurement guidelines and the RPC continues to utilize State and Federal guidance.
-  ***Interagency MOU:*** The RPC participated in the revisions to the Memorandum of Understanding (MOU) between all of the New Hampshire MPOs and NHDOT to incorporate performance measure requirements into the agreement. In addition, agreements between MPOs and regional transit providers were also revised by the MPO.
-  ***UPWP Monitoring and Tracking Dashboard:*** Staff developed tools to improve tracking of UPWP efforts over time and ensure that the current status of expenditures is monitored.
-  ***UPWP Performance Tracking:*** The financial tracking system was set up to monitor the elements of the 2018-2019 UPWP and to facilitate billing and reporting. A dashboard was developed utilizing the financial tracking system to help monitor UPWP expenditures, ensure budget consistency, and provide insight to any anticipated budget adjustments.
-  ***UPWP FY 16 and FY 17 Performance Report:*** As per the requirements of 23 CFR 420.117, the Performance Report for the UPWP was completed and submitted to NHDOT, FHWA, and FTA within 90 days and included an assessment of the work products completed, in progress, and those not undertaken. The UPWP monitoring and tracking dashboard provided data to compare budgets vs actual expenditures. Staff timesheet notes were reviewed and aggregated to assess project status, accomplishments and identify individual work efforts. The report evaluated both the overall effort in terms of staff effort (16,400 hours of work) and cost, as well as detailed descriptions and status of the 164 individual work products and projects.
-  ***UPWP FY18 and FY19 Performance Report:*** The UPWP was reviewed in preparation for development of the year end performance report. Timesheet and work program report data were aggregated to assess accomplishments and on-going activities and all participating staff summarized work efforts on UPWP tasks and projects during FY 2018 and 2019.
-  ***Mid-term UPWP Review:*** RPC staff prepared materials for and met with NHDOT, FHWA, and FTA in August, 2018, to discuss progress to date, address necessary changes to the UPWP, and prepare for the remaining efforts of the second fiscal year of the contract.
-  ***FHWA Planning Review:*** A review of the MPO planning process is conducted every four years by FHWA and FTA and the most recent iteration was conducted on November 2, 2017 with the

final report supplied by FHWA and FTA on May 25, 2018. The review focused on MPO progress on compliance with the 2016 Metropolitan Transportation Planning Final Rule and with addressing any corrective actions from the 2013 review. The final report from the review commends the MPO for efforts to address corrective actions from the 2013 review and for progress implementing the requirements of the 2016 Metropolitan Planning Rule. One corrective action was included in the report requiring the MPO to develop a schedule for updating the Congestion Management Process (CMP) for the region by the end of August, 2018. The MPO completed and submitted the CMP update schedule to FHWA and FTA in August 2018 and has incorporated the CMP update into the 2020-2021 UPWP.

- ✓ **Staff Meetings:** RPC's Transportation staff met weekly to coordinate work schedules, discuss projects, and plan future work.
- ✓ **Internship:** RPC staff prepared internal documents and processes for internships, posted the position, held interviews, and selected interns to assist with UPWP projects. Once hired, employee orientation and training occurred to enable them to assist with the Statewide Asset Data Exchange System (SADES) Road Surface Management System (RSMS) program, Stream Crossing data collection, various GIS projects, and other tasks.
- ✓ **Standardized professional Development request form:** The intention of this task was to develop a standardized training and professional development request form for non-transportation staff. The MPO did not develop a form however has worked with NHDOT to consistently provide them with the information needed to make approvals.
- ✓ **Revised MPO Prospectus:** The MPO Prospectus was revised as part of the update to the Public Participation Plan for the region. This revision was primarily the removal of the PPP to create a stand-alone document.
- ✓ **Participation in UPWP Administrative Guidance Development:** There was no additional development of the UPWP Administrative guidance manual. RPC did provide NHDOT with input regarding aspects of UPWP administration over the course of the contract as issues arose.

Task 103 Staff Training

OBJECTIVE:

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

ACCOMPLISHMENTS

- ✓ **Participate in Workshops, Webinars, and Professional Development Opportunities:** RPC Staff participated in the seminars, conferences, workshops, and webinars listed below. Participation by non-transportation staff was vetted by NHDOT prior to participation.
 - All Hazards Transportation Recovery Planning Workshop

- Connected and Autonomous Vehicles Seminar
 - Esri ArcGIS Seminar (Concord)
 - FHWA Freight Planning & Data for MPOs Workshop
 - FHWA INVEST workshop at GPCOG in Portland, ME
 - FHWA Webinars: Calculating the Costs of Motor Vehicle Crashes, (SR500A) AQ Technical Assistance - Introduction to MOVES, Food Deserts and the Logistics of Urban Food Transportation, Freight Analysis Framework 4 (FAF4), Evaluation of HSIP Projects
 - Multiple Esri massive open online courses and webinars for the ArcGIS Suite and other Esri products including ArcGIS Pro Cartography, Location Advantage, Geo Apps, Earth Imagery, ArcGIS Pro for Transportation, and Custom Basemaps.
 - New England Bike/Walk Summit
 - New England Interstate Water Pollution Control Commission (NEIWPC) Non Point Source Conference
 - New Hampshire DES Stream Crossing Assessment training
 - New Hampshire DOT training for FTA Section 5310 subrecipient oversight
 - New Hampshire Bicycle and Pedestrian Conference
 - NHI Course # 151055 Statewide and Metropolitan Transportation Programming
 - National Coalition on Truck Parking (NCTP) Webinar
 - Northeast Arc Users Conference (NEARC) Spring and Fall
 - Northern New England Chapter of the American Planning Association (NNECAPA) Conference (2018)
 - PublicInput.com Training
 - Rails to Trails Conservancy Regional Rail Trail Forum
 - Roads Scholar Workshop: Road Maintenance 101 for Administration & Elected Officials
 - Strava Metro: Strava Metro data training provided by NHDOT. Staff worked to become more familiar with the data and how to apply it to bike/pedestrian planning efforts.
 - University of New Hampshire Technology Transfer Center (UNH T2): SADES Road Surface Management System
 - Webinars on RITIS and National Performance Management Research Data Set (NPMRDS)
 - NTI Transit Asset Management training in Portland, ME
 - NHDOT Accelerating Practical Solutions Workshop
 - Recreational Trails Program pre-application workshop
 - Tri-State Transit Conference in North Conway
 - NTI Webinar on rural transit consolidation
 - Webinar on Bike/ped accessibility analysis
- ⊗ **Attend AMPO, TRB or other national transportation related conference:** Staff did not attend any national transportation related conference during FY 18 or FY 19.
- ✓ **Staff training on Regional Travel Demand Model and Modeling:** Staff received training as part of the update to the Regional Travel Demand model.

- ✔ **Staff training on transportation analysis software:** Staff participated in webinars related to the National Performance Measure Research Data Set (NPMRDS) and the tools that have been developed to conduct travel time analysis for addressing performance target requirements.

Task 104 Indirect Cost Rate Adjustment

OBJECTIVE:

To set aside a portion of MPO resources to account for any potential adjustment of the provisional Indirect Cost Rate from a previous fiscal year that would require reimbursement from NH DOT for underpayment.

ACCOMPLISHMENTS

- ✘ **Indirect Cost Rate Adjustment:** Beginning with the 2014-2015 UPWP, the RPC switched to a negotiated Indirect Cost Rate which means that no adjustment at the end of the rate period will be required and so no work was conducted in Task 104.

Task 105 Memberships and Subscriptions

OBJECTIVE:

To fund agency memberships in professional organizations such as Association of Metropolitan Planning Organizations (AMPO), National Association of Regional Councils (NARC) (Transportation Planning Only).

ACCOMPLISHMENTS

RPC staff completed the following tasks during the course of the FY 2018 and FY 2019 UPWP:

- ✔ **AMPO Membership:** The MPO paid dues to the Association of Metropolitan Planning Organizations.

Category 200: Policy and Planning

Category 200 includes the development of the MPO Long Range Transportation Plan (LRTP) and related work, the Transportation Improvement Program, Performance Based Planning initiatives, the Congestion Management Process, Intelligent Transportation Systems, as well as other planning and policy efforts. At the time of UPWP adoption, it was expected that about 6200 hours would be spent on tasks within this category however this was revised downward to approximately 5100 in the May 2019 budget redistribution. This reflected the reduced work on the MPO Metropolitan Transportation Plan and the increased need to spend time in Category 400 with the update to the regional travel demand model. Based on the revised budget distribution, work efforts in this area (**Figure 9**) were almost exactly as anticipated both in terms of funds (98% utilized) and hours (99% utilized) reflecting the substantial amount of work that was accomplished in this area. This category

Figure 9: Compares Budget vs Actual funds and hours for Category 200 and subtasks. Red bars indicate greater hours/funds utilized than anticipated, Green lower or equal to budgeted amounts.

	Budget	Actual		
Category 200: Policy & Planning	5,134.5	5,092.0		99%
201 Ten Year Plan	475.0	468.0		99%
202 LU & Env Linkages	1,050.0	1,078.5		103%
203 Transp Planners Collab	18.0	18.0		100%
204 Interagency Consult	61.0	68.0		111%
205 Trans Improvement Prog	647.5	683.0		105%
206 Cong Mgmt Process	226.5	240.5		106%
207 Intelligent Trans Syst	2.5	2.5		100%
208 Metro Transp Plan	1,611.0	1,520.5		94%
209 Transport Conformity	120.0	120.0		100%
210 State LRTP	0.0	0.0		0%
211 Bike & Pedest Planning	923.0	893.0		97%

	Budget	Actual		
Category 200: Policy & Planning	\$382,430	\$375,474		98%
201 Ten Year Plan	\$44,887	\$43,613		97%
202 LU & Env Linkages	\$80,928	\$81,784		101%
203 Transp Planners Collab	\$1,430	\$1,430		100%
204 Interagency Consult	\$5,290	\$5,674		107%
205 Trans Improvement Prog	\$56,284	\$58,273		104%
206 Cong Mgmt Process	\$14,266	\$15,511		109%
207 Intelligent Trans Syst	\$116	\$116		100%
208 Metro Transp Plan	\$97,750	\$90,683		93%
209 Transport Conformity	\$11,482	\$11,451		100%
210 State LRTP	\$0	\$0		0%
211 Bike & Pedest Planning	\$69,998	\$66,939		96%

contains a wide variety of transportation plans and planning work for the MPO and, aside from those areas where no work had been anticipated (State Long Range Transportation Plan), over 5,100 hours of staff time were invested. Task 204 Interagency Consultation and Task 205 Transportation Improvement Program were over budget in both time and funding reflecting the additional effort and coordination required due to the expected need to reinstate the Transportation Conformity process. In addition, the development and maintenance of the TIP project database and processing TIP revisions required more time than anticipated. Only a small amount of time was budgeted for 206 Congestion Management Process and the addition of the expanded NPMRDS data and tools utilized more effort than anticipated. More time and resources were spent on 211 Bicycle and Pedestrian Planning also, reflecting the focus on the development of the East Coast Greenway, and the efforts to purchase the Hampton Branch right-of-way. One of the primary goals of this UPWP was to complete the update to the Long Range Transportation Plan and just over 1500 hours were spent pursuing that goal. Other highlights of work performed include:

- Revised set of project selection criteria for the State Ten Year Plan
- Maintained and enhanced MPO TIP Project and revision processing Database
- Processing of 5 TIP Amendments
- Processing of 24 TIP Administrative Adjustments
- Assessment of sea level rise and stormwater inundation on transportation infrastructure
- Nearly 900 hours of regional bicycle and pedestrian planning on projects such as the East Coast Greenway.

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 Transportation Plan.

ACCOMPLISHMENTS

- ✓ ***Ten Year Plan Project Selection Criteria Development:*** MPO Staff participated extensively in the development and refinement of project selection criteria to be used in the development of the 2021-2030 State Ten Year Plan.
- ✓ ***2019-2028 State Ten Year Plan Process:*** The first year of the 2018-2019 UPWP saw the conclusion to the development of the 2019-2028 State Ten Year Plan. In August, 2017, staff met with NHDOT to discuss priorities for the Ten Year Plan based on projects submitted by the RPC earlier in the year. A draft Ten Year Plan was produced in September, 2017 and staff reviewed that in preparation for GACIT hearings occurring in September and October. Staff met with both NHDOT and Executive Councilor Prescott to discuss the contents of the draft and make preparations for upcoming GACIT hearings. Staff attended GACIT hearings in Londonderry

(9/14), Kingston (9/18), Newmarket (10/12), and Hampton (10/16), and presented the process that the region utilized to solicit and prioritize projects, as well as comments on the project content and stated and implied policies of the draft Ten Year Plan. In November, 2017, a final set of comments on the draft 2019-2028 Ten Year Plan were submitted to NHDOT.



2021-2030 State Ten Year Plan Process: A list of projects was put forward as RPC priorities for the State 10 Year Plan based on projects in the Long Range Plan, the TIP, and community input. MPO member communities were solicited for projects in July, 2018. Project proposals were collected and analyzed and an initial listing of projects presented to the TAC in December 2018. These projects were ranked utilizing the statewide project selection criteria established for this round of the Ten Year Plan with weightings developed by the RPC TAC. This provided a short list of projects that fit within the budget “targets” that had been provided to each region by NHDOT with the intent of programming projects around the state based on population and lane miles of roadway. This draft list was submitted to NHDOT in December 2018 for scope and cost estimate review. Revised cost estimates were provided to the MPO by NHDOT in March 2019 and were presented to the TAC and Policy Committee to recommend a constrained project list. Once the TAC and Policy had approved the ranking, the short list of projects submitted to NHDOT at the end of April 2019.



Prioritized Projects Listings: In June, 2018 the RPC solicited transportation projects from communities and transportation agencies with any new projects or updates on existing projects due by September 14, 2018. During the remainder of September, October, and November, RPC staff worked to understand and augment information regarding each of the identified projects, and developed a prioritized list based on the common project selection criteria established for the Ten Year Plan. The long list of projects was first reviewed for those that might not be feasible or eligible for federal funding. This left a list of 66 projects that met feasibility and eligibility requirements and the project selection criteria were applied to this to create a ranked priority list. The project list was divided by project scale into “Local”, “Regional”, and “Inter-Regional” and the top five scoring projects from each category were presented to the MPO TAC to develop a constrained project list. From the 15 finalists, the TAC selected nine projects to be sent to NHDOT for scope and cost review in December. This review was completed for seven of the projects and the information provided to the MPO in March, 2019. Based on the revised cost estimates recommended by NHDOT, the seven projects exceeded the budget target and at least one would need to be removed from the candidate list to develop a constrained final recommendations list. A recommendation was made by the TAC at the March, 2019 meeting and finalized by the MPO Policy Committee at the April, 2019 meeting and subsequently submitted to NHDOT for consideration as part of the draft Ten Year Plan.



GACIT Hearings: Staff attended GACIT hearings in Londonderry (9/14/17), Kingston (9/18/17), Newmarket (10/12/17), and Hampton (10/16/17), as a component of the 2019-2028 Ten Year Plan development process. As part of these hearings, RPC staff presented information regarding





the regional project solicitation and prioritization process as well as provided substantive comments regarding the content and policies of the Ten Year Plan.

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.

ACCOMPLISHMENTS:

-  ***Southeast Watershed Alliance (SWA):*** Staff attended quarterly SWA meetings and provided technical assistance to the Board of Directors on issues relating to stormwater management, non-point source pollution and regulatory approaches to protect water quality including EPA MS4 permit requirements. Staff continued working with the UNH Stormwater Center to update the SWA Model Stormwater Standards document to incorporate standards relating to using new extreme precipitation atlases for infrastructure sizing and design, inspection and enforcement, refined criteria for submission of stormwater management plans, and a glossary. Staff presented the revised SWA Model Standards to a number of municipalities in the region, the SWA membership, and at public informational workshops. The updated SWA Model Stormwater Standards should be completed and submitted to SWA by December 2019.
-  ***Planning and Environmental Linkages (PEL):*** The MPO continues the process of integrating the various aspects of PEL into the Long Range Transportation Plan. The most recent update expanded the information included in the LRTP regarding the environmental impacts of transportation project proposals including the introduction of climate change, resiliency, and adaptation concepts to the document. Staff began developing an Environmental Linkages Screener Tool in ArcGIS. Consultation with appropriate Federal and State agencies occurred during the development of the LRTP, however the LRTP is not yet a fully PEL compliant document suitable for use as a preliminary EIS for projects in the region. The intent is that the LRTP evolve into a PEL compliant document over several update cycles.
-  ***HSEM Hazard Mitigation Planning:*** Reviewed portions of North Hampton Hazard Mitigation Plan for impact on road infrastructure and land use. Updated plan incorporated aspects of sealevel rise and storm surge on roads in North Hampton. These roads primarily included state roads used for emergency evacuation routes (NH 1A, NH 111 and Mill Road).
-  ***Coastal Adaptation Workgroup (CAW):*** Staff attended monthly CAW meetings (changed to bi-monthly in 2019) and monthly CAW Outreach Team meetings in support of the following

activities: plan and attend workshop series; plan and attend annual Climate Summit; present CAW's work at local, regional and statewide conferences and workshops; evaluate the impacts of groundwater rise caused from sea-level rise in the Seacoast region; present examples of climate adaptation strategies and vulnerability assessments of critical infrastructure, road networks and evacuation routes; attend 2018-2019 meeting of the NH-Maine Climate Adaptation Exchange to share information and activities with climate adaptation practitioners; research and post technical resources to CAW website, blog and newsletter.



Climate Change and Adaptation: The following activities were completed supporting adaptation planning for of public and private infrastructure (roads, bridges, culverts, stormwater infrastructure, utilities, buildings) in response to climate change: attended 2018 and 2019 NH Climate Summits; attended and presented at the 2017 and 2018 NNECAPA annual conferences; presented Tides to Storms Vulnerability Assessment to UNH Sustainability class; attended FHWA peer exchange in Boston; attended 2018 Local Solutions Conference; prepared content and edited FHWA's RPC Case Study of climate adaptation and resilience for FHWA Integrating Resiliency into the Transportation Planning Process manual that is in development; met with the NH World Affairs Council 2018 delegation to discuss climate change and hazard mitigation planning activities; attended stakeholders meeting with U.S. Rep. Chris Pappas to present and discuss climate change impacts in the Seacoast region with data from the Tides to Storms and Climate Risk in the Seacoast assessments and RPC/SADES stream crossing inventory.



Climate Change Impacts on Infrastructure: Staff participated in meetings to develop proposals, presentations and workshops focused on the impacts of climate change on infrastructure: presented data and maps from the Tides to Storms and Climate Risk in the Seacoast vulnerability assessments at the 2018 and 2019 NH HSEM Emergency Preparedness Conferences and 2018 Northern New England Chapter of the American Planning Association conference.



Land Use Transportation Impacts: Staff met with the Southeast Land Trust Land Stewardship Committee to review status of conservation lands and discuss the impacts on adjacent land use, transportation networks, and accessibility.



Research, Outreach and Education: Staff regularly research integration of climate change, transportation, natural resource and land use topics using websites, online and print media including EPA and NOAA websites and webinars, Congress for New Urbanism Public Square Journal, The Economist, Lincoln Institute Land Lines, FHWA webinars and website, and Form Based Code Institute and Smart Growth America websites and newsletters. Staff provided informational materials and gave presentations to municipalities about stormwater management issues including regulations and site design strategies, best management practices, costs of maintenance and upgrades, funding mechanisms, strategies to reduce runoff generated from parking lots and roadways, nonpoint source pollution, water quality protection, and environmental impacts of pollution, impervious surface reduction strategies.

- ✔ ***Seacoast Inundation Mapping:*** MPO staff processed newly available LiDAR mapping for the coastal region to create high resolution topographic maps onto which flooding and inundation scenarios will be overlain. UPWP funds were provided to UNH/CSRC on two occasions to acquire enhanced map products for this work: LiDAR processed 2 foot contour map coverage for the RPC region, and map coverages for coastal communities depicting 100 year coastal storm flood levels, including surge and a range of three sea level rise scenarios. In the current UPWP, this information will be combined with transportation and other infrastructure mapping to help assess vulnerability to coastal flooding hazards. Reviewed data collected after tropical storm Sandy to evaluate impacts within our region from storm. Staff level discussion on types of infrastructure impacts that will be included in analysis of flood mapping. Creation and QA/QC of regional 2 foot contours from high resolution elevation data (LiDAR).
- ✔ ***MS4 Requirements Assistance:*** Participated in regional planning commission meetings to coordinate MS4 Stormwater Permit technical assistance and mapping of road infrastructure subject to the permit. Attended EPA presentations and webinars on MS4 compliance to inform and help develop municipal technical assistance programs. Staff continued regional and cross-border (MA) coordination efforts to prepare a 604(b) grant proposal to NHDES to support development of maps, data and a collaborative working group to better understand pollution sources and water quality impairments in the Powwow River Watershed. Staff coordinated with 3 other RPC's, NHDES, EPA Region 1 and the Seacoast Stormwater Coalition to develop tools, templates and models to prepare required reports, plans, documents, regulations and information for MS4 permit compliance.
- ✔ ***Coastal Corridor Transportation Assessment:*** Staff developed a project scope for the NH Coastal Program's 2018 NOAA Project of Special Merit ***Coast Shift*** grant proposal which was funded. It includes a project being led by RPC called the Coastal Corridor Transportation Assessment which will focus on climate related impacts to Route 1A and its supporting regional state and local roadway networks and infrastructure. The assessment will begin in fall 2019.

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.

ACCOMPLISHMENTS:


- ✔ ***Transportation Planning Collaborative:*** Participated in Transportation Planners Collaborative meeting in April, 2018. Meeting discussed the State Freight Plan (in progress at the time) and the Ten Year Plan process.

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.

ACCOMPLISHMENTS:


-  ***Interagency Consultation Process:*** Participated in 24 interagency conference calls and meetings discussing amendments and minor revisions to the Transportation Improvement Program as well as other inter-agency coordination issues. In addition to the usual discussions regarding TIP process and revisions, the Interagency group prepared for the need to conduct regional air quality conformity analyses in the state after the findings of the South Coast Air Quality Mgmt. District v. EPA case indicated a need to revisit this process for certain areas of the country. This involved multiple meetings, additional funding for model updates, and substantial coordination to understand the impacts on the TIP development process and to address air quality conformity. Ultimately, it was determined that the NH MPOs and NHDOT could rely on previous analyses with enhanced discussion of conformity to fulfill this requirement in the TIP.






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 to meet the requirements of 23 CFR § 450.326. This includes the development of a 4-year TIP that includes surface transportation projects funded with federal resources, any regionally significant projects funded with non-federal resources with enough descriptive material to identify the project and location. In addition, the annual List of Obligated Projects must be produced.

ACCOMPLISHMENTS

-  **2019 Transportation Improvement Program (TIP):** The 2019 TIP was approved by the MPO on February 13, 2019 and the STIP was approved by FHWA and FTA on April 24, 2019. The document establishes the projects proposed for implementation over fiscal years 2019-2022 and is based on the adopted State Ten Year Plan and NHDOT estimates on project timeframes. The approval of the TIP includes the prioritization of projects, the development of financial constraint estimates, and complimentary amendments to the Long Range Transportation Plan to maintain consistency between the two documents. A 30 day comment period for the TIP began on January 14, 2019 and concluded on February 12, 2019 and was followed by a public hearing on February 13, 2019 at the MPO Policy Committee meeting.

-  **TIP Amendments:** Processed [Amendments](#) 3 and 4 to the FY2017 TIP and Amendment 1 to the 2019 TIP (finalized in July 2019). This included the publication of the public comment period for each, as well as review and analysis of the proposed changes in each amendment. As part of the MPO process, all amendments include a public comment period of between 10 and 30 days, are presented to the TAC for a recommendation, and to the Policy Committee for a public hearing and MPO approval. Upon approval, an amendment approval letter is drafted and sent to appropriate State and Federal agencies and other interested parties.
-  **TIP Administrative Adjustments:** Processed [TIP Administrative Adjustments](#) during most months of Fiscal Years 2018 and 2019. Twenty-four Administrative Adjustments were processed during the two fiscal years and this entailed analysis and summarization of the changes, and notification of TAC and Policy committee members of the changes via email. Any comments received were addressed, the Executive Director signed off on the changes, and the approval of the change was forwarded to NH DOT. To facilitate this process, a TIP revision processing database was constructed as discussed below.
-  **TIP Project Database:** A database to track changes to projects included in the TIP was developed utilizing the monthly exports from the State ProMIS project database. The MS Excel based TIP Amendment and Administrative Adjustment exports from the state are aggregated and assigned a docket to identify each project as it exists at each point of change. The full list of changes for each proposed revision is then filtered to include just the projects impacting the MPO region. This data is then exported to an MS Access Database where an MPO specific revision report is produced that lists the types of changes occurring to each project, as well as a full comparison the existing (approved) project to the project as proposed (pending). This database has enabled improved tracking of project history allowing the MPO to look at the adjustments to each project over time. In addition, by tracking all changes statewide, the database allowed MPO staff to conduct a financial analysis on all revisions to determine the typical scale of project cost changes and other important factors that determine whether revisions are handled as administrative adjustments or full amendments.
-  **Annual List of Obligated Projects:** Researched project status and discussed project implementation with NH DOT as part of developing the Annual List of Obligated Projects for 2017 and 2018. The lists (including a map) were compiled in December of each year and show the projects in the region that FHWA committed to providing funding for during that fiscal year. The list is published in two regional newspapers and a report is distributed to the TAC and Policy Committees and placed on the RPC website.
-  **Cooperative Revenue Forecasting:** The MPO continues to work with NH DOT, FHWA, FTA, and the other NH MPOs to refine cooperative revenue forecasting methods that will provide acceptable regional budget targets for the Ten Year Plan and enable the MPO to meet the spirit of the TIP and LRTP fiscal constraint requirements established by FHWA. For several Ten Year Plan cycles, NHDOT has provided MPOs and RPCs with a target budget for capital highway



project expenditures based on consideration of population and lane miles of roadway. The RPC has utilized these targets to provide financial constraint to both our prioritized list of projects proposed for the State Ten Year Plan as well as general guidance for the LRTP.

Task 206 Congestion Management Process

OBJECTIVE:

To complete all work related to the implementation and maintenance of the Congestion Management Process for designated Transportation Management Agencies (TMAs) to satisfy the requirements of 23 USC § 134.

ACCOMPLISHMENTS:


-  ***Congestion Management Process (CMP):*** A Congestion Management Process was completed and approved by the MPO in October 2010. The focus during the 2018-2019 UPWP was on expanding the use of and staff familiarity with the NPMRDS data. Staff also met and developed a plan and timeline for an update to the CMP. ***Data Collection:*** As part of the MPO traffic count program, traffic volume and classification data was collected and will feed into the Congestion Management Process. The MPO is working to expand the extent of classification counts to more roadways to better understand the volumes of trucks on each roadway in the region.
-  ***Travel Time Data Analysis:*** The MPO utilized the National Performance Management Research Data Set (NPMRDS) to conduct regional travel time analyses for Interstate Highways and Non-Interstate National Highway System roadways in the region. While a full regional corridor-based analysis was not attempted, the work accomplished meets Travel Time Reliability (TTR) performance measures and targets requirements. This work will form the basis for an update to the Congestion Management Process (CMP) during the 2020-2021 UPWP that will expand the analysis to all state highways in the region.

Task 207 Intelligent Transportation Systems Architecture

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.

ACCOMPLISHMENTS:

-  ***Updated ITS Architecture & Strategic Plan:*** Working again with SRPC and the IBI Consulting group, the ITS Architecture and Strategic Plan was updated in June, 2012 and minimal work has

been conducted since that time. The ITS Architecture is based on version 7.0 of the National ITS Architecture and is federally-compliant. In addition, the ITS Strategic Plan was also updated in 2012 to reflect a prioritized, project-based deployment strategy for phased implementation of ITS projects in the region.

- ⊗ **Incident Management Systems:** No work was undertaken related to the Newington-Dover Incident Management System. The MPO continues to monitor and participate in the I-95 Corridor Coalition, SMPDC (KACTS) IMS and Newington-Dover IMS as needed.

TASK 208 Metropolitan 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.

ACCOMPLISHMENTS:

- ✓ **2045 Long Range Transportation Plan(LRTP):** A full revision of the [MPO Long Range Transportation Plan](#) was completed and adopted in February 2018. In addition, an update was completed in conjunction with the adoption of the 2019 TIP in April 2019. This update focused on integrating performance based planning and programming, expanding the discussion of climate change and resiliency, ensuring that the project timeframes were consistent between the TIP and LRTP, and addressing new fiscal constraint assumptions. Some additional aspects of the LRTP were worked on throughout the course of the UPWP:
- ✓ **Population and Employment Projections:** Updated population projects developed by the NH Association of RPCs in conjunction with NH Office of Strategic Initiatives were incorporated into the Plan as were employment projections developed by the NH Department Of Employment Security.
- ✓ **Data Updates:** As part of the LRTP update information was made current (2018) regarding the “existing conditions” of the region. Updated information included statistics on motor vehicle crashes, freight volumes and flows, traffic volumes and classification. Also developed an ArcGIS tool to assist with project prioritization and interactive web maps for our website.
- ✓ **Performance Based LRTP:** Staff integrated performance measures into the LRTP and developed a Performance Based Long Range Transportation Plan as required by FHWA..
- ✓ **2040 Long Range Transportation Plan Amendments:** The LRTP is amended in conjunction with TIP approvals and amendments to maintain consistency and so was adjusted with Amendments 3 and 4 to the 2017-2020 TIP.
- ✓ **Fiscal Constraint:** Updated the fiscal constraint analysis methods and process to incorporate basic Cooperative Revenue Forecasts from NH DOT as well as techniques discussed at a STIP

workshop and in an AASHTO webinar on best practices. Included updated assumptions regarding inflationary costs and funds available for projects in the future.



Project Development Process: While largely focused around the State Ten Year Plan, changes to the MPO project solicitation and development process have improved the amount of information available for LRTP projects as well. In preparation for the development of the 2019-2028 Ten Year Plan MPO staff worked with NHDOT and the other New Hampshire regional planning commissions to update and improve the common project application form and to create an electronic submittal process to reduce the amount of data entry required to collect and organize project data.



Project Selection Criteria Development: Staff participated in the update of the common statewide [Project Selection Criteria](#) priorities evaluation model which was integrated into RPC's selection process after an initial screening of projects. In preparation for the development of the 2019-2028 Ten Year Plan and the revision to the LRTP, staff helped lead an effort working with NHDOT and the other New Hampshire regional planning commissions to further refine the project selection criteria including incorporation of a "Resiliency" criterion. The MPO (and all of the New Hampshire RPCs) utilized the same set of selection criteria for the 2021-2030 Ten Year Plan, however in this case, RPC separated projects into three groups based on scale (local, regional, inter-regional). Separate criteria weights were established at each scale to better highlight the focus of projects in each group. Local projects are more focused on access while inter-regional projects are more about improving mobility and so the criteria were weighted accordingly. The intention of this was to select at least one project from each group as candidates for the Ten Year Plan. As part of that effort, the criteria were also used in the prioritization of projects for the MPO LRTP update.

RPC 2021-2030 Ten Year Plan Criteria Weights

Category/Criteria	Local	Regional	Inter-Regional
Mobility	11%	12%	17%
Alternative Modes	17%	14%	12%
Network Significance	12%	14%	17%
Safety	19%	18%	19%
State of Repair	16%	16%	15%
Support	15%	15%	10%
Resiliency	9%	10%	11%



NPMRDS: RPC began utilizing the NPMRDS to provide supporting data for transportation planning, performance tracking, and project prioritization. RPC and five other NH MPOs/RPCs entered into a contract through the AASHTO Pooled Fund Study to acquire additional tools to further enhance data analysis capabilities, and a contract with INRIX to increase the data coverage to all state highways.



Performance Measures and Targets: The MPO implemented the MAP-21 and FAST Act required performance measures during the 2018-2019 UPWP. In addition to the extensive preliminary work conducted through the SHRP2 Grant, the MPO worked with the other MPOs, NHDOT, FHWA, NH Department of Safety, the National Highway Safety Administration (NHTSA) on the process of determining targets for the mandated safety measures that must be

implemented by NHDOT and each MPO. For each performance target area, the information was brought before the MPO TAC and Policy Committees for discussion and in all cases the MPO voted to support state targets. This information was incorporated into the 2019 MPO TIP (FY 2019-2022) and the 2045 Long Range Transportation Plan.



Highway Safety Improvement Program (HSIP) Performance Measures: The final rule on the Highway Safety Improvement Program (HSIP) implemented by FHWA effective April 14, 2016 requires states to set and publish performance targets annually by August 31 and MPOs must follow with regional targets within 180 days. The MPO adopted annual performance targets for 2018 (March) and FY 2019 (February) as required by federal rules. In both instances, the MPO chose to support the state HSIP performance targets in the required areas however in 2019 the MPO added a regional measure for motorcycle fatalities.



Transit Asset Management Performance Measures: The final rule on Transit Asset Management (TAM) (49 CFR Part 625) requires transit agencies to set targets for transit asset State of Good Repair (SGR) by January 1st, 2017 and for MPOs to set regional targets 180 days after that. The intent of the regional target setting is to assess region-wide attainment of transit SGR performance and better determine how funding decisions support regional targets. These targets cover four broad areas of asset categories: Equipment, Rolling Stock, Infrastructure (none in RPC region), and Facilities. Regional TAM SGR targets were set for the MPO in conjunction with those established by COAST, CART, and UNH WildCat Transit and were based around the condition of these agencies' fleets and any anticipated replacement vehicles that may be procured. This effort was coordinated with Strafford Regional Planning Commission for the COAST and UNH WildCat Transit service areas, and with Southern New Hampshire Regional Planning Commission for the CART service region. Targets were set by aggregating the existing asset inventory of rolling stock, equipment, and facilities from the three transit providers to develop a baseline regional inventory and understanding of what percentage of those assets are at or beyond their useful life as defined by the Federal Transit Administration (FTA). Expected replacements or additions to any of the existing inventory over the next year were then incorporated into the analysis to provide the 2018 Target. The MPO TAM targets will be updated with each adoption of a new Long Range Transportation Plan as required by the TAM rule.



Infrastructure Condition (PM2): The Pavement and Bridge Condition Performance Measures Final Rule, effective, May 20, 2017, establishes six measures to monitor to carry out the National Highway Performance Program (NHPP) and ensure that Federal-aid funds in highway construction are supporting progress towards the achievement of performance targets established by the States and MPOs. The overall goal of these performance areas is to assess the physical condition of the National Highway System (NHS), and through those measures, improve decision-making regarding maintenance and preservation of pavements and bridges. The MPO elected to support the State established 4-year targets for pavement and bridge condition measures and adopted them in October 2018. Given existing projects in the TIP, it is expected that the RPC region will make significant progress towards the state targets and so the region elected to support the State 4-year targets.



Congestion and Travel Time Reliability (PM3): The System Performance Final Rule, effective, May 20, 2017, establishes six measures in three performance areas to carry out the National Highway Performance Program (NHPP), the National Highway Freight Program (NHFP) and Congestion Mitigation and Air Quality Program (CMAQ). The overall goal of these performance areas is to promote effective use of Federal transportation funds in addressing congestion and highway capacity needs, as well as reducing emissions from the transportation system. The three CMAQ measures are not applicable to the region as they apply only to those areas designated as nonattainment or maintenance for ozone, carbon monoxide or particulate matter (CMAQ Emissions Reduction measures), and that are also urbanized areas of over 1 million people (CMAQ Traffic Congestion). The region does need to address the performance measures related to the reliability of the National Highway System (Percent of reliable person-miles traveled on the Interstate and present of reliable person-miles traveled on the non-interstate National Highway System) and Freight Movement and Economic Vitality [Percentage of Interstate System mileage providing for reliable truck travel time – otherwise known as truck travel time reliability (TTTR)]. As required by the PM3 final rule, the MPO adopted 4-year targets for Travel Time Reliability on the Interstate and Non-Interstate National Highway System Roadways as well as Truck Travel Time Reliability on the Interstate System in October 2018. In all three cases, the data for the region was consistent with statewide measures and so the MPO elected to support the State 4-year targets.

TASK 209 Air Quality Conformity

OBJECTIVE:

As the MPO was not initially expected to have to address transportation conformity, the objective for this task changed significantly during the UPWP. The original objective was the following and there were no associated work products or activities:

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 20th, 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.

Based on guidance from FHWA stemming from the *South Coast Air Quality Management District v. EPA*, the UPWP was amended to incorporate the updated objective and tasks in August, 2018:

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. The region was reclassified as an attainment area (Maintenance) as of July 20th, 2013, meaning that regional Conformity Determinations were not necessary with TIP and Plan updates. Recent guidance from FHWA in reaction to the US Court of Appeals decision in the *South Coast Air Quality Management District vs Environmental Protection Agency (No. 15-1115)*, requires that the MPO once again demonstrate conformity to the 1997 Ozone Standards. While additional guidance is anticipated in the

future to determine the extent of this finding, the MPO expects to be required to demonstrate Transportation Conformity during the 2018-2019 UPWP.

ACCOMPLISHMENTS:



Air Quality Conformity Analysis: The UPWP was amended in August 2018 to add funding for a regional travel demand model update, and to incorporate the need to conduct an air quality conformity analysis. This adjustment was based on guidance from FHWA and FTA indicating that, as a result of the *South Coast* decision, a full conformity determination would be required for federal approval of the TIP and LRTP update. Considerable resources were utilized to update the Regional Travel Demand model, and coordinate with NHDOT, NHDES, FHWA, FTA, EPA, and the other New Hampshire MPOs to revive the air quality conformity process not used since 2013. This delayed the adoption of the TIP and STIP by approximately six months. Further guidance provided by EPA in November 2019 indicated that New Hampshire could demonstrate that the TIPs and LRTPs were conforming by showing that the MPOs were fulfilling the remaining requirements of Table 1 in 40 CFR 93.109. This includes utilizing Latest Planning Assumptions, establishing and following an interagency consultation process, implementing Transportation Control Measures, and including Fiscal Constraint in the TIPs and LRTPs. Each of the MPOs and NHDOT are already meeting these requirements so in the end all that was required was additional language in the TIP and LRTP documenting the findings of the South Coast decisions, and what the MPO was doing to fulfill the requirements of the most recent Transportation Conformity Rule (40 CFR Part 93).

Task 210 State Long Range Transportation Plan

OBJECTIVE:

For the state to complete work related to satisfying the requirements of 23 CFR §450.216 relating to the development and content of the statewide long-range transportation plan.

ACCOMPLISHMENTS:



State Long Range Transportation Plan: NHDOT did not start the update of the State LRTP during the course of the 2018-2019 UPWP and so no work was required in this task area.

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.

ACCOMPLISHMENTS:

Participation in NHDOT Complete Streets Advisory Committee (CSAC): RPC staff represent the MPOs on the NHDOT CSAC. The CSAC provides technical assistance to NHDOT staff on a range of bicycle and pedestrian safety, infrastructure, education and encouragement activities. Staff participate in monthly CSAC meetings, participated in scoping the consulting contract for the update to the Statewide Pedestrian & Bicycle Plan, provide updates on the Bicycle Level of Traffic Stress (LTS) study, served on the Pedestrian Safety PSA Committee, and in planning for improving bicycle and pedestrian volume counting by RPCs.



Implementation of Statewide and Regional Bicycle/Pedestrian Counting Program: RPC purchased Eco-Counter automated bicycle and pedestrian counting units in June 2015. These have been used for counts on Route 1A, the Salem Bike/Ped Corridor, the Pease/Spaulding Turnpike Bicycle Bridge, and the Clipper City Rail Trail in Newburyport – the closest analogous section of the East Coast Greenway. Used webcam for 12-hour counts on NH1B to improve daily usage curve data. Analyzed STRAVA bike/ped usage data purchased by NHDOT. Staff have developed a list of monitoring sites based on previous manual count locations and high-volume areas identified through Strava Metro data analysis.



Regional Bike Route Plan: The approach for the Regional Pedestrian and Bicycle Plan has been to coordinate public outreach efforts with those for the Statewide Pedestrian and Bicycle Plan. RPC has partnered with the CSAC and Alta Planning & Design to gather public input for the statewide plan, including promoting the online public input survey, a presentation to the MPO TAC in spring 2019, and planning for a series of public meetings in the region in September and October 2019. Analysis and public input from the Bicycle Level of Traffic Stress study will also guide development of the Regional Pedestrian & Bicycle Plan during the 2020-2021 biennium.



Seacoast Bike Month and Bike/Walk to Work Day: RPC coordinated regional activities for the 16th and 17th annual Seacoast Bike Month and Bike/Walk to Work Day events around the region. Events included 11 free bicycle/pedestrian commuter breakfasts around the region, an annual Bike Month kickoff event in downtown Portsmouth, group rides and bicycle skills workshops. In 2017 the Corporate Commute Challenge was merged with commuteSMARTSeacoast's month-long spring Business to Business (B2B) challenge. The 2019 B2B Challenge involved 977 smart commuters, 64 teams, 7,291 total trips, 175,147 avoided auto miles, 80 tons of avoided CO2 emissions, and \$99,852 in avoided auto commuting expenses.



Updated Bike/Walk to Work Day Workplace Coordinator's Guide: RPC staff participated in design of B2B Challenge outreach materials which have replaced the Coordinator's Guide.



Development of NH Seacoast Greenway: Staff continued to facilitate the regional NH Seacoast Greenway Advisory Committee, working to develop the NH segment of the East Coast Greenway. Staff worked with the towns of North Hampton, Hampton and Seabrook to develop local trail committees, and with all corridor communities and NHDOT on development of draft Trail Management Agreements. Staff presented to select boards in the five communities between Hampton and Portsmouth in December 2018 and January 2019. The Trail Agreements were executed for those communities in January 2019. RPC also wrote a successful Recreation Trails Program grant application for the Friends of the Seabrook Rail Trail to construct the

Seabrook-Salisbury Connector Trail providing an access point at the NH-MA border for the northern terminus of the Old Eastern Marsh Trail in Salisbury, MA. Other initiatives of the regional group include developing a regional non-profit trail organization and presentations to local organizations such as Portsmouth Rotary and the Seabrook-Hampton Estuaries Alliance.



Hampton Branch Rail Corridor Abandonment & Acquisition Planning: RPC staff have continued to monitor state negotiations with Pan Am railways to acquire the Hampton-Portsmouth segment of the Hampton Branch corridor abandoned in 2013. Staff, local officials and state legislators from the corridor communities have met periodically with NHDOT staff involved with the Pan Am negotiations. Staff briefed NHDOT Highway Design Bureau staff in April 2019 on planning to date for the Hampton Branch corridor, known resource constraints and independent construction cost estimates developed for the project on a pro-bono basis by TEC engineers of Hampton.



Local Trail Management Agreements: In 2018 RPC staff met with municipal officials from Hampton, North Hampton, Rye, Greenland and Portsmouth to get input on the draft Trail Agreement with NHDOT. A revised draft was sent to NHDOT and in December 2018 RPC organized a meeting of corridor city/town managers with Commissioner Sheehan to discuss the document. The revised agreement that came out of this meeting was presented by Staff to city councils and select boards in those five communities in January 2019. The Trail Agreements were executed for those communities in January 2019.



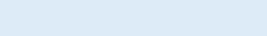









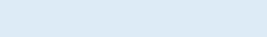

Technical Assistance to Communities: Participated in NHDOT-organized FHWA STEP pedestrian crossing workshop. Assisted the Town of Stratham and Stratham Pedestrian/Cyclist Advisory Committee in securing Safe Routes to School Travel Planning and Non-Infrastructure grant funding. Completed SRTS Travel Plan for Stratham under separate contract outside of the UPWP. Secured FHWA Measuring Multimodal Network Connectivity Pilot Grant funding on behalf of the four NH MPOs plus CNHRPC and Plymouth State University for a multi-region Bicycle Level of Traffic Stress (LTS) study focused on developing a consistent LTS analysis across the five planning regions and developing one or more LTS-based performance measures to be used by the MPOs in project identification and prioritization. Work on the LTS study since February 2019 has been outside the UPWP. Analyzed proposed state Vulnerable Road User legislation in comparison to other state VU laws, and proposed State Rail Trail update legislation and provided testimony to legislative committees. Served on advisory committee for New Castle Avenue Causeway resiliency study. Reviewed design alternatives for Ocean Blvd in the Draft Hampton Beach Transportation Master Plan and provided input on additional options. Provided assistance to New Castle and Rye in planning for bicycle and pedestrian safety improvements on NH1A and NH1B. Initiated a study of priorities for shoulder widening for the Town of Rye at town request. This last project is also being implemented under separate contract with the town.

Category 300: Public Outreach

Category 300 efforts are centered on the public involvement program of the MPO and the operation of the MPO Transportation Advisory and Policy Committees. Overall expenditures and hours spent within Category 300 are shown in **Figure 10** along with complementary budget information for comparison. Within this task area, time spent in public involvement was less than originally anticipated at the time of the adoption of the UPWP, and the budget for this Category was decreased as part of each of the May 2019 revisions discussed earlier in this document. These budget adjustments during the contract period modified the expenditures to reflect updated expectations, and in the end, nearly 1260 hours of staff time was spent on public involvement related work

Figure 10: Compares Budget vs Actual funds and hours for Category 300 and subtasks. Red bars indicate greater hours/funds utilized than anticipated, Green lower or equal to budgeted amounts.

	Budget	Actual		
Category 300: Public Involvement	1258.5	1259.5		100%
301 Transp Advisory Comm	507.5	503		99%
302 Planning Commission Meetings	0	0		0%
303 Public Particip Plan	16	20		125%
304 Public Outreach	333	337		101%
305 MPO Policy Committee	402	399.5		99%

	Budget	Actual		
Category 300: Public Involvement	\$105,311	\$104,009		99%
301 Transp Advisory Comm	\$39,380	\$39,210		100%
302 Planning Commission Meetings	\$0	\$0		0%
303 Public Particip Plan	\$2,420	\$2,496		103%
304 Public Outreach	\$30,094	\$29,290		97%
305 MPO Policy Committee	\$33,416	\$33,013		99%

including 3 more Transportation Advisory Committee (TAC), and 1 more MPO Policy Committee meetings than usually held. These additional meetings were primarily supporting the project solicitation and selection process for the State Ten Year Plan, and faster processing of TIP/STIP Amendments by the MPO. Support of the TAC and Policy committees accounted for over 70% of hours expended in this category with the remainder going towards various aspects of public involvement by the region. Highlights of work in Category 300 include:

- 15 Transportation Advisory Committee meetings (25% more than usual)
- 9 MPO Policy Committee Meetings (1 more than usual)
- Revised Public Participation Plan
- Investment in PublicInput.com community engagement platform

- Conducted 2 successful surveys with nearly 1200 participants and similar numbers of open comments
- Conducted internal process surveys with TAC/Policy committees to facilitate project selection process and TIP/Plan comments.
- Contributed monthly transportation articles to RPC Newsletter

Task 301 Transportation Advisory Committee

OBJECTIVE:

Provide for the on-going organizational support of the [Transportation Advisory Committee \(TAC\)](#).

ACCOMPLISHMENTS:



Transportation Advisory Committee (TAC): Prepared for and attended MPO Technical Advisory Committee meetings during August, September, October and December of 2017, February, March, April, May, July, September, October, and December of 2018 as well as January, February, March, and June of 2019. Items presented to the TAC included:

- Diesel Emissions Reduction Act State Clean Diesel Grant Program
- 2019-2028 Ten Year Plan Process/GACIT Hearings
- 2017 Congestion Mitigation & Air Quality (CMAQ) Process and expected 2019 process
- Highway Safety Improvement Program
- MPO Title VI Non-Discrimination Plan
- 2016-2017 UPWP Performance Report
- FHWA MPO Planning Process Review
- State Stream Crossing Data Collection Program
- MPO Annual HSIP (Safety) Performance Targets for 2018 and 2019
- 2015 TIP Amendment #4, 2017 TIP Amendments 1-4, and 2019 TIP Amendment #1
- Electric Vehicle Infrastructure options, opportunities, and programs
- MPO Planning Process and TAC Role
- NHDOT Noise Policy and Noise Barrier Program
- I-95 High Level Bridge Rehabilitation Overview
- MPO Public Participation Plan update
- Bike/Walk to Work Day (2018 and 2019)
- State Freight Plan & MPO Freight Planning Workshop
- Stratham Safe Routes to School Project
- Hampton Beach Master Plan Update
- Long Range Plan/Ten Year Plan project solicitation, as well as the project selection criteria and weighting and prioritization process

- 2019 TIP and 2045 Long Range Transportation Plan update process
- Air Quality Conformity Requirements
- Transportation Alternatives Program process and project review
- Exeter Parking Survey and publicinput.com test run
- COAST Comprehensive Operations Analysis
- Pavement and Bridge (PM2) and Travel Time Reliability (PM3) Performance Targets
- Level of Traffic Stress (LTS) Planning Grant
- Hampton Branch Rail Trail updates
- Public Private Partnership (P3) Commission proposal for transit center leases
- State Pedestrian/Bicycle Transportation Plan
- Review and approval of the 2020-2021 Unified Planning Work Program (UPWP)
- Updates and approval on the Performance Based Planning agreements between the MPOs, Transit Providers, and NHDOT.
- Congestion Mitigation Process (CMP) update beginning in FY20
- National Performance Measurement Research Data Set Data and Tools

Task 303 Public Participation Process

OBJECTIVE:

To evaluate and maintain the MPO Public Participation Process.

ACCOMPLISHMENTS:




Revisions to the Public Participation Process: An update to the Public Participation Process was approved by the MPO in January 2018. In addition to creating a stand-alone document, references were updated to current requirements, as well as including the most recent MOUs with planning partners, voting and non-voting membership lists, a new introduction describing the rationale for public engagement, LRTP/TIP Flow chart, TIP revision procedures, and the two Coordinated Public Transit/Human Services Transportation Plans that the RPC produces in conjunction with SRPC, SNHPC, COAST, and CART. The new PPP also includes an expanded set of public participation strategies that the MPO may use as well as expanded the discussion of accommodations for person with Limited English Proficiency.


Task 304 Public Outreach


OBJECTIVE:


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


ACCOMPLISHMENTS:

- 

MPO Website : Substantial time was invested in maintaining content for the MPO website. Content was created for general MPO information, the Long Range Transportation Plan, MPO Committees and public involvement, the Transportation Improvement Program (including all amendments and minor revisions), the Annual List of Obligated Projects, Transit options in the region, Bicycle and Pedestrian projects/activities, Highway and Bridge projects/activities, the Regional ITS Architecture and Strategic Plan, the Regional Travel Demand Model, Transportation Alternatives Program, and Maps and Resources.
- 

Social Media Presence: In addition to formal public notices on the MPO website and local newspapers, Facebook and Twitter accounts were utilized to engage the public on a variety of planning topics, public comment periods, public hearings, and other related items.
- 

Facebook Advertisement: The ability of Facebook advertising to reach large numbers of people in the RPC region was utilized as part of the Exeter Parking Study and resulted in almost 7,500 social media views for that survey.
- 


Media Monitoring: Staff monitored Congressional work on reauthorization of the FAST Act. Particular interest and efforts were focused around reviewing, understanding, and implementing the Final Performance Measure Rules.
- 

Public Outreach: MPO staff participated in multiple public input sessions relating transportation projects in the region (New Castle-Rye Bridge, Sarah Long Bridge, Seabrook-Hampton NH 1A Bridge, NH 125 Plaistow-Kingston 10044E, Newington-Dover General Sullivan Bridge, and others), and the State Ten Year Plan. Participated in a forum with Representative Pappas and the other RPCs/MPOs to discuss general transportation and transportation issues, as well as with Seacoast communities to discuss infrastructure impacts of climate change and sea-level rise.

Task 305 Policy Committee**OBJECTIVE:**

Provides for on-going organizational support of the [MPO Policy committee](#).

ACCOMPLISHMENTS:

- 

MPO Policy Committee: Prepared for and attended MPO Policy Committee meetings during July, September, and October of 2017, January, April, August, and October of 2018, and January, February, and April of 2019. This includes posting of legal notices, preparation of material presented at the meetings, recording and transcription of minutes, as well as assembly and mailing of agendas and meeting materials. Items presented to the Policy Committee included:









- 2015 TIP Amendment #4 and 2017 TIP Amendments 1-4
- MPO Transit Asset Management (TAM) Performance Targets
- 2040 Long Range Transportation Plan updates and adoption (10/2017)
- MPO project recommendations for the 2019-2028 State Ten Year Plan and revisions to those recommendations based on feedback from NHDOT regarding project costs
- Congestion Mitigation and Air Quality (CMAQ) Program process for 2017 & 2019
- 2016-2017 UPWP Performance Report
- MPO Planning Review by FHWA/FTA
- MPO Highway Safety Improvement Program (HSIP) Performance Targets for 2018 and 2019
- Draft 2019-2028 GACIT Ten Year Plan and proposed toll increase
- NH 101 Energy Corridor and Granite Bridge Pipeline
- Public Participation Plan Update
- MPO Memorandum of Understanding regarding coordination and performance based planning between the MPO, NHDOT, Transit Agencies, and other New Hampshire MPOs.
- Bike/Walk to Work day (2018 and 2019)
- Transportation funding and the Ten Year Plan with NHDOT Commissioner Sheehan
- Pavement and Bridge (PM2) Performance Targets
- Travel Time Reliability (PM3) Performance Targets
- Transportation Alternatives Project Ranking (2018)
- Ten Year Plan Project Prioritization and project selection criteria
- COAST Comprehensive Operations Analysis
- Adoption of the 2019 Transportation Improvement Program (TIP)
- Adoption of the 2045 Long Range Transportation Plan
- Seabrook-Hampton NH 1A Bridge update.
- Public Private Partnership (P3) Commission proposal for transit center leases.
- Hampton Branch Rail Trail
- Portsmouth Naval Shipyard Joint Land Use Study
- 2020-2021 Unified Planning Work Program
- MPO Priorities for the 2021-2030 State Ten Year Plan
- 2019 TIP Status
- FAST Act Reauthorization
- Regional and town specific land use statistics









Category 400: Planning Support

Category 400 encompasses the transportation data collection program for the MPO as well as GIS data analysis and mapping, and the maintenance and use of the regional travel demand model. Time and resources spent in this category were higher than originally anticipated largely due to the addition of the regional travel demand model update required by the expected need to conduct a Transportation Conformity Analysis, more extensive RSMS data collection, and the purchase of software and data packages, however expenditures and hours were right on target with what was planned in the final budget update. Hours and funds spent on the task areas within Category are shown in **Figure 11**, and highlights of specific projects include:

- 324 traffic counts conducted – more than any other previous UPWP
- Updated Travel Demand Model software, base year (2015), and other improvements to facilitate anticipated need to conduct Transportation Conformity Analyses.
- Completed SADES RSMS process for Fremont, Epping, and Newington, and started process for Hampstead.
- Updating, compiling and cleaning crash data for the region

Figure 11: Compares Budget vs Actual funds and hours for Category 400 and subtasks. Red bars indicate greater hours/funds utilized than anticipated, Green lower or equal to budgeted amounts.

	Budget	Actual		
Category 400: Planning Support	4724	4723.5		100%
401 Traffic Counts	374	322		86%
402 SADES RSMS	321	316		98%
403 Geographic Info System	2582.5	2659.5		103%
404 Demographics	130	109		84%
405 Equipment	55	40.5		74%
406 Travel Demand Model	719	753		105%
407 Perform Based Planning	542.5	523.5		96%

	Budget	Actual		
Category 400: Planning Support	\$383,144	\$384,106		100%
401 Traffic Counts	\$66,060	\$69,014		104%
402 SADES RSMS	\$16,688	\$16,368		98%
403 Geographic Info System	\$147,820	\$152,064		103%
404 Demographics	\$9,619	\$8,055		84%
405 Equipment	\$22,326	\$17,832		80%
406 Travel Demand Model	\$68,921	\$70,262		102%
407 Perform Based Planning	\$51,710	\$50,511		98%

Task 401 Traffic Count Program

OBJECTIVE:

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

ACCOMPLISHMENTS:



Traffic Count Program – Classification/Volume Counts: For each counting season, staff reviewed the traffic counts to be done, including those not completed during the previous year. The traffic count locations were delivered to the consultant with comments and any questions. During the count season, staff reviewed traffic count submissions for quality and managed the flow of information from the consultant to NH DOT on an at least monthly basis. Staff worked with NH DOT as traffic counts were reviewed and questions came up. 168 of 170 proposed counts were completed for the 2017 count season and 156 of 158 proposed counts for the 2018 count season.



Traffic Count Program – Manual Turning Movement Counts: Two turning movement counts were conducted during the FY2018-19 UPWP. The first count tallied vehicle movements at the intersection of US 1 and Dow Lane in Rye along with the US 1/Washington Road and the Dow Lane/Washington Road intersections and was requested by the Town of Rye to assist with resident concerns regarding cut-through traffic. The second set of turning movement counts occurred at the NH 101/NH 111 interchange (Exit 12) and the NH 111/Marin Road intersection to address community concerns with the volume of truck traffic to the Marin Road industrial park and congestion at the interchange and the Marin Road intersection during AM and PM peak periods.



Traffic Count Program – Requests: Staff answered a variety of data requests for traffic count information from the public and private sector including explaining the data structure and options available on-line. Staff responded to a variety of requests for historical traffic counts. Requests were referred to the existing DOT online traffic count portal as appropriate. More detailed in house records were used as needed. Count data was also used for town based and project based reports and maps. Requests for additional traffic counts were received from various municipalities, police departments, and individuals.



Pedestrian & Bike Counting Program: RPC purchased Eco-Counter automated bicycle and pedestrian counting units in June 2015. These have been used for counts on Route 1A, the Salem Rail Trail and the Clipper City Rail Trail in Newburyport – the closest analogous section of the East Coast Greenway. Used webcam for 12-hour counts on NH1B to improve daily usage curve data. Analyzed Strava bike/ped usage data purchased by NHDOT. Conducted manual counts in conjunction with the City of Portsmouth. Staff have developed a list of monitoring

sites based on previous manual count locations and high-volume areas identified through Strava Metro data analysis.

Task 402 SADES Road Surface Management Systems

OBJECTIVE:

To work with NHDOT and the T2 Center to collect data in road surface condition data in common formats and with consistent attributes using the SADES format and process to build community RSMS [Road Surface Management Systems].

ACCOMPLISHMENTS:



RSMS Training: Staff participated in UNH T2's training for the SADES system.



RSMS Implementation: Staff implemented RSMS in two RPC communities: Epping and Newington. This involved data collection, analysis, forecasting, reporting, and presenting the results to various municipal officials. Staff re-assessed the initial pilot community of Fremont to provide updated data and reports. Staff are currently in the process of implementing an RSMS for the town of Hampstead.

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.

ACCOMPLISHMENTS:














GIS Data Layers for the RPC Region: Many datasets were added to the RPC GIS during the UPWP period, as well as significant updates and maintenance on many datasets.



LiDAR: The RPC has leveraged 2011 LiDAR data and 2014 Coastal LiDAR updates for creation of contours, a newer updated Digital Elevation Model, and coastal inundation scenario modeling. Additionally, LiDAR data has been leveraged in several projects within our UPWP to show accurate elevation of projects during planning and programming stages.

- ✔ **NWI:** the NWI in the seacoast region was updated into the RPC database while continuing to maintain the existing NWI where needed.
- ✔ **Geocoding:** The Geocoding data service has been updated several times a year throughout the UPWP. This data is used by the UPWP program on a regular basis to show where assets or user are located, or heading to.
- ✔ **Historic and Cultural Data:** National and State Historic Register data was created from lists found on the websites of those agencies. State historic highway markers were also digitized.
- ✔ **Crash Data:** Heatmaps of the crashes in the state crash records database were created for use in regional masterplan as well as long range plan.
- ✔ **NHDOT Quarterly Snapshot:** The data included in the NHDOT Quarterly Snapshot was added to RPC GIS as it was updated. This includes bridge and pavement condition data, TIP and Ten Year Plan projects, roads, and other data.
- ✔ **Natural Hazards:** Staff updated natural hazards data from other projects and local Hazard Mitigation plans, this data includes fire hazard areas, wildfire areas, areas prone to flooding, Areas prone to sea level rise, areas prone to storm surge, among others.
- ✔ **Infrastructure Facilities:** Datasets were updated to incorporate transportation and other infrastructure into datasets utilized for community Hazard Mitigation planning.
- ✔ **Land Use and Land Cover Data Update:** The Land Use and Land cover data were last updated in 2017 using 1' aerial imagery acquired by NHDOT during the Spring of 2015. This update allows us to provide land use acreage by category and the change in growth for each town. The land use dataset is also comparable to past land use assessments completed for 1962, 1974, 1998, 2005 and 2010. Standard maps that reflect the 2015 were created for our member communities.
- ✔ **Requests for Maps and Data:** The RPC continued to respond to requests from local communities, State and Federal Agencies for data and maps on an as needed basis. Maps of Census designated urban areas were supplied to many communities as they prepared for the upcoming MS4 permits. Prepared infrastructure maps for Rye, South Hampton, Fremont, Hampton Falls for Hazard Mitigation Plans. Prepared maps for the Hampton Branch analysis of options to create a bicycle/pedestrian path through the marsh between Hampton and Hampton Falls. Began maps related to coastal evacuation routes. . Created crash and road maps for Plaistow. Finalized maps for the NH 101/US 1 Interchange and Intermodal Center Study. Sent trails data to E-911 for inclusion in their data.





-  **Crash Data Compilation for Region:** The crash dataset has been updated from NHDOT releases. It is being used for map design as described under the requests for data. The updated information was utilized to provide background data for the Long Range Transportation Plan as well as aid in project selection and prioritization.
-  **Database Updates:** Database development was ongoing for a variety of GIS data layers. Data were updated as they became available from NH DOT and other sources.
-  **2010 Census and Related Data:** Census data was used, extracted and updated for the Long Range Transportation Plan, transit planning and Title VI efforts.
-  **Major Employer Database:** The databases was checked and updated using the town reports.
-  **Updated HPMS Information:** All traffic counts submitted by the RPC have been used by the NHDOT to prepare the annual HPMS report. The state is now dealing directly with the towns to collect the additional information necessary.
-  **Updated CEDS data tables:** Used census, CTPP, American Community Survey to update tables as requested yearly.
-  **Updated Resource layer maps and data sets:** Datasets in GIS have been updated as necessary.
-  **HSIP Problem Area Analysis:** An analysis of crash locations in the region that are eligible for the Highway Safety Improvement Program has been initiated and staff is examining locations that have had at least one fatal or serious injury crash in the previous 10 years. This analysis will be completed in the fall of 2017 and included in the MPO LRTP. In addition a site specific analysis was conducted for the US 1/Lang Road intersection in Portsmouth as part of an application for a Road Safety Audit (RSA) funded through HSIP.
-  **Inventory of Stream Crossings and Culverts:** This inventory built upon previous years stream crossing assessments to identify and assess all stream crossings in the RPC region to assist state and local officials in identifying crossings that may fail. Assessments were focused on filling in data for crossings that had been updated or were missing data.
-  **Ramp up to 2020 census:** The RPC has been requested to prepare data for the 2020 census data update. With the CTPP being discontinued for the 2020 census, the updates of the census geographies is more critical this census round.
-  **Move to ArcGIS Online and ArcGIS Pro software packages:** Staff has started the use of these software packages to better service our communities and distribute transportation information in a more visually conducive manner.

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.

ACCOMPLISHMENTS:









-  ***Regional Population Projections:*** Staff worked to extend the population projections developed in cooperation with the Office of Energy and Planning and the other New Hampshire RPCs in 2016 to the new horizon year (2045) of the LRTP. These projections incorporated updated population information based on new migration data provided by the Census Bureau. This information was incorporated into the MPO Long Range Transportation Plan and the regional travel demand model background growth as well as helping to assign the future land use distribution necessary to estimate future traffic levels.
-  ***Regional Employment Projections:*** Regional employment projections were extended to 2045 based on the NH Employment Security Economic and Labor Market Information (ELMI) Bureau 2016-2026 Employment Projections by Industry and Occupation for each of the RPCs. This information was incorporated into the LRTP, and the regional travel demand model to identify the volume and location of employment growth in the region.
-  ***Updated CEDS Data Tables and Summaries:*** RPC staff updated key demographic and economic and infrastructure related information for the annual CEDS update. New demographic information included population, housing, employment, major employers and updated population projections developed jointly by the nine NH RPCs, OEP and OEP's consultant, RLS Demographics .
-  ***Analysis of other census data:*** RPC updated Urban area and Functional class datasets for the area using 2010 census data. Analyzed data on minority, low-income and Limited English Proficiency (LEP) populations to support COAST, CART and MPO Title VI Non-Discrimination Plan development. Staff extracted from the census many demographics for transportation projects and masterplans.

Task 405 Equipment and Resources

OBJECTIVE:

Purchase of equipment and transportation planning resources such as books, manuals, and software.





ACCOMPLISHMENTS:

-  **Traffic Counting Equipment - Repairs:** No repairs to traffic counting equipment were necessary.
-  **Traffic Counting Equipment - New:** No new traffic counting equipment was purchased.
-  **AMPO/NARC Memberships:** Renewed AMPO membership and NARC Membership (Transportation Section only)
-  **Transportation Planning Resources:** Purchased AASHTO Geometric Design of Highways and Streets, Roadside Design Guide, Guide for the Development of Bicycle Facilities, Guide for Geometric Design of Transit Facilities on Highways and Streets, and Guide for the Planning, Design, and Operation of Pedestrian Facilities.
-  **GIS Software Licenses: ArcGIS Basic and Advanced:** The ArcGIS platform continues to be the primary mapping tool and the licenses for adequate seats is updated annually.
-  **Travel Demand Model License:** The primary software for Travel Demand Modeling continues to be TransCAD. The current model, which has been incrementally developed for several years, is coded to work with TransCAD software. This software license is updated annually.
-  **Transportation Analysis Software:** A license for Synchro was purchased in FY2017 to replace HCS+ and no additional maintenance costs have been required to date.
-  **Computer Hardware and Software:** Purchased and prepared computers for transportation staff and interns.
-  **Stream Crossing Equipment:** Purchased additional equipment for stream crossing assessments to meet protocol standards and improve safety of field crew.
-  **Fleet Vehicle:** Performed significant repairs on 2001 Honda CRV. Signed up for EZPass transponder so vehicle can utilize EZPass lanes and avoid stopping at toll booths.

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 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 (CMP).

ACCOMPLISHMENTS:








-  ***Travel Demand Model Upgrade:*** Staff and consultant upgraded the Travel Demand Model to the newest version suitable for TransCAD 7.0. This upgrade was a collaborative partnership with Strafford Regional Planning Commission and involved a complete re-assessment of all data, networks, and resources. Staff modeled future year scenarios for 2015, 2025, 2035, and 2045 and began running the model.
-  ***Data Efficiency Improvements:*** Improved data management capabilities have been incorporated. Staff continues to improve understanding of the data requirements of the model and opportunities to reduce redundancy in data maintenance.
-  ***Household Travel Survey:*** Updating the regional travel demand model with a household travel survey that has been conducted within the region was a recommendation that came out of the MPO Planning Review conducted by FHWA in January of 2013. This was a work product included in the UPWP as part of the model maintenance with the intent of working with NHDOT and the other New Hampshire MPOs to formulate a plan for accomplishing a household travel survey that all parties could utilize.
-  ***Dynamic Land Use Allocation:*** Modify regional buildout analysis to provide dynamic allocation of land use (housing and employment) for the model. Staff worked on a new methodology to allow more granular data on a regional basis. This method would allow for a parcel level regional buildout without losing the efficiency of doing a regional build out. This process employs CommunityViz software and has been refined over two existing build out projects. The process is still in works.








Category 500: Technical Assistance

The technical assistance to communities and other agencies is included within Category 500 as are transit planning activities. Work in this category was very close to what was anticipated during the budgeting process both in terms of the hours spent (101%) and costs (102%). More time and resources than originally anticipated were spent in both 501 Local & Regional Technical Assistance and 506 Transit/TDM Planning. Largely this was due to higher demand than usual for technical assistance from MPO communities and was offset by reduced demand for MPO participation in NHDOT work groups. Overall hours and funding spent on the task areas within Category 500 are shown in **Figure 12**. A wide variety of work was completed within this category including:

- Nearly 1200 hours of technical assistance to communities and regional planning partners
- Extensive coordination of activities with other NH MPOs and NHDOT
- Assisted Town of Rye with a study of cut-through traffic on Dow Lane
- Provided extensive feedback to the Hampton Beach Area Commission regarding the Transportation Master Plan
- Assisted Town of Exeter with a downtown parking and traffic survey
- 700+ hours of assistance to regional transit agencies.

Figure 12: Compares Budget vs Actual funds and hours for Category 500 and subtasks. Red bars indicate greater hours/funds utilized than anticipated, Green lower or equal to budgeted amounts.

	Budget	Actual		
Category 500: Technical Assistance	2356.5	2387		101%
501 Local/Reg Tech Assist	1170.5	1187.5		101%
502 Statewide Assistance	144.5	145		100%
503 LPA Program Support	165	167		101%
504 Special Projects	16	16		100%
505 Regnl Coord Councils	137.5	133		97%
506 Transit/TDM Planning	723	738.5		102%

	Budget	Actual		
Category 500: Technical Assistance	\$192,027	\$195,667		102%
501 Local/Reg Tech Assist	\$95,727	\$98,245		103%
502 Statewide Assistance	\$13,081	\$13,073		100%
503 LPA Program Support	\$14,484	\$14,525		100%
504 Special Projects	\$1,371	\$1,371		100%
505 Regnl Coord Councils	\$10,793	\$10,381		96%
506 Transit/TDM Planning	\$56,572	\$58,072		103%

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.

ACCOMPLISHMENTS:




General Transportation Assistance: RPC staff assisted the MPO communities with a number of local transportation planning efforts of varying types:

- ✔ Assisted the Town of Exeter with a downtown parking and traffic survey that resulted in 7,500 views on social media, nearly 5,400 views of the survey, and 871 participants. Those participants answered 53 questions and submitted 772 additional comments. Once the survey was complete, RPC staff provided some data analysis and then sent the data to the Town for use. Staff met with the town select board to discuss survey outcomes and opportunities.
- ✔ Assisted the Town of Rye with an analysis of cut-through traffic utilizing Dow Lane to move between US 1 and Washington Road. This involved conducting traffic counts on Dow Lane and Washington Road as well as peak hour turning movement counts at three intersections and analysis of speed data. A report was produced and presented to the select board identifying both the magnitude of the cut-through traffic as well as a speeding issue on Dow Lane. The report offers options for addressing these concerns.
- ✔ Provided extensive comments and recommendations regarding the Hampton Beach Area Transportation Master Plan update. Included attending multiple meetings of the Hampton Beach Area Commission where the document was discussed.
- ✔ Assisted Pease Development Authority (PDA) with proposing a reclassification of several roadways within the tradeport. The process recommended that Pease Boulevard, New Hampshire Avenue, International Drive, a portion of Corporate Drive, and Grafton Road (5.4 miles total) be reclassified from “local roads” to “Major Collector” and become eligible for the use of federal transportation funds. This change was approved by FHWA in July, 2018.
- ✔ Attended North Hampton Economic Development Committee meeting to present on the US 1 Corridor Study and plans/projects for that project.
- ✔ Attended Seabrook Planning Board meeting to discuss the Ten Year Plan process and potential projects in Seabrook and nearby communities.
- ✔ Assisted the Town of Stratham with a study of the congestion/capacity of the NH 101 Exit 12 interchange with NH 111 and the nearby industrial park at Marin Way. Volume and turning

movement counts were conducted at the two intersections of the interchange as well as at the Marin Way intersection. Analysis was conducted regarding the capacity of the intersections used and the viability of alternatives such as signals or roundabouts.

- ✔ Assisted Town of Stratham with questions regarding the “Stratham Circle” where NH 33 and NH 108 connect. Attended meeting with town officials and NHDOT to discuss problems and possible approaches.
- ✔ Provided Town of Plaistow with traffic data for the Master Plan Transportation Chapter
- ✔ Provided Town of Newington with traffic data, freight and goods movement information, and roadway condition and Access Management for the Master Plan Transportation Chapter. Also provided the most recent information available regarding the progress of the Newington-Dover project, timing for completion, and expected total cost.
- ✔ Met with Town of Newington officials and NHDOT District 6 Engineer to discuss Woodbury Avenue, adjacent development proposals, and NHDOT returning the roadway to the Town.
- ✔ Provided electric vehicle data to the Town of Exeter Energy Committee
- ✔ Conducted comprehensive crash data analysis for intersections in Exeter and provided the analysis to the Town for determining priority locations to address safety concerns.
- ✔ Assisted North Hampton with the development of a proposal for a Road Safety Audit at the Intersection of NH 111 and NH 151.
- ✔ Conducted intersection capacity analysis at NH 33 and Bayside Road/Winnicut Road in Greenland. Provided planning level estimate of intersection function configured as a roundabout to the Town of Greenland in a report.
- ✔ Provided the Town of Hampton a memorandum that detailed the MPO Long Range Plan, State Ten Year Plan, and MPO Transportation Improvement Program processes and listed projects from that community that are included in each document.
- ✔ Updated information on major regional transportation projects for the annual CEDS document update for REDC.
- ✔ Delivered presentation on NPMRDS to Southern NH RPC, Southwest RPC, and RPC Executive Directors.
- ✔ Met with SRPC and Southern Maine Planning and Development Commission (SMPDC) to discuss cross-border issues and common transportation needs.

- ✔ Researched several transportation issues regarding proposed legislation on vulnerable roadway users, transit signal priority, an update to the State Trail Plan and the “local option” supplemental vehicle registration fee enabled under RSA 261:153:VI.
- ✔ ***Comments on Traffic Impact Studies and Development Proposals:*** RPC staff reviewed subdivision and commercial site plan developments along state highways within the Towns of Brentwood, Exeter, Epping, Fremont, Kingston, Newfields, Newton, North Hampton, Plaistow, Salem, Seabrook, Stratham, and the City of Portsmouth for transportation related issues such as driveway design and placement, access management, roadway capacity, and safety.
- ✔ ***Developments of Regional Impact:*** Convened the RPC Development of Regional Impact committee and provided analysis and comments to the City of Portsmouth regarding the expansion of the Lonza facility in the Pease Tradeport. Convened the DRI committee and provided analysis and transportation related comments for the Town of Epping regarding a proposed asphalt plant adjacent to the Fremont town line.
- ✔ ***Scoping of Transportation/Land Use projects:*** RPC staff worked with NHDES Coastal Program staff to scope a grant proposal for a corridor study for the New Hampshire Seacoast addressing climate change and sea-level rise impacts and resiliency.
- ***Portsmouth Naval Shipyard (PNSY) Joint Land Use Study (JLUS):*** Participating on the Working and Policy Committees for the PNSY JLUS. This study being conducted by the Southern Maine Planning and Development Commission and is analyzing the impact that PNSY is having on traffic and adjacent portions of Kittery. The study is looking at the wider region surrounding the shipyard and developing alternatives to reduce traffic, address the jobs-housing imbalance for shipyard employees, minimize shipyard negative impacts on surrounding communities, as well as maximize the use of land within the shipyard.
- ***Regional Complete Streets Policy and Guidance:*** Began the development of a regional Complete Streets policy as well as a guidance document for area communities regarding the benefits of a Complete Streets approach to planning and project development..
- ✔ ***Support and Technical Assistance to Scenic Byways Corridor Committees:*** RPC and SNHPC have provided ongoing assistance to the RFOSC Byway Council. The council meets quarterly. Work has included design, permitting and deployment of route marker, development of website and storymap applications for the Byway. Assistance on the NH Coastal Byway has included work with corridor communities to implement recommendations from the CMP, with an emphasis on bicycle and pedestrian safety improvements on NH1A and NH1B. Attended a statewide scenic byway marketing forum in 2018. Developed brochures for the NH Coastal Byway and the American Independence Byway to be used by NHDOT as part of an initiative to improve byway marketing. Met with corridor community officials and the American Independence Museum about reviving the American Independence Byway Council.



-  **Safe Routes to School (SRTS) Projects:** RPC staff assisted the Town of Stratham and SAU 90 in developing funding applications for the final round of SRTS Travel Planning and Non-Infrastructure grants. Both grants were successful, and the Town contracted with RPC to complete the bulk of the SRTS Travel Plan. RPC also assisted the Town with the procurement process for an engineering firm to develop conceptual designs for priority projects as part of the Travel Plan. The Travel Plan was completed under separate contract in Winter 2019.
-  **RPC Executive Director Meetings:** The RPC Directors met multiple times with NHDOT staff during the 2 year UPWP project period. Transportation topics included: Ten Year Plan process and common criteria development, Local Project Administration manual, UPWP administration requirements, UPWP funding, as well as others.
-  **MPO Coordination Meetings:** The Partnering for Performance New Hampshire (PpPNH) group meets on a monthly basis to discuss topics of mutual interest and improve the coordination of efforts that all of the MPOs undertake at the same time. The group includes participation from FHWA, FTA, NHDES, and NHDOT and has discussed topics such as Performance Measures and Targets, TIP Revision procedures, ITS Architectures, Congestion management Process, the NPMRDS Data and analysis tools, Air Quality Conformity, TIP Development, Fiscal Constraint processes, freight planning, UPWP development, the State Ten Year Plan, CMAQ & TA programs, and other topics of mutual interest.









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.

ACCOMPLISHMENTS:

-  **Seabrook-Hampton NH 1A Bridge:** Staff serves as the MPO representative on the Public Advisory Committee for the NH1A bridge over Hampton Harbor between Seabrook and Hampton. Staff has participated in all committee meetings as well as both public information sessions held to discuss the project and get input from the larger community. The work of the advisory committee is anticipated to be completed during the FY20-21 UPWP.
-  **Sarah Long Bridge Replacement:** Staff served as representation for the MPO on the Stakeholder committee for the Sarah Long Bridge (US 1 Bypass between Portsmouth, NH and Kittery, ME) replacement project. The work of the stakeholder committee was completed in the summer of 2017.

-  ***Newington-Dover Little Bay Bridges:*** Continue to participate in the Newington-Dover Incident Management committee meetings discussing adjustments to the existing management plans and scenarios as necessary. There were no meetings to discuss incident management during this time period however there were public meetings regarding the decision to either replace or rehabilitate (or some combination of the two) the General Sullivan Bridge to maintain a non-motorized transportation link across the Great Bay.
-  ***New Castle Causeway/NH1B Resiliency Study:*** Participated in kick-off meeting of project advisory committee and provided various corridor specific and regional planning documents to the project team.
-  ***New Castle-Rye NH1B Bridge:*** RPC is participating in the Advisory Committee formed for this committee. Construction is not anticipated to begin on this project until FY 20 and RPC will continue to be involved in the advisory committee until it is no longer necessary.
-  ***US 1 Widening in Seabrook:*** Staff attended a meeting with NHDOT and Seabrook officials to begin the work for Seabrook 41712 which will implement capacity improvements on US 1 between New Zealand Road and the Hampton Falls town line. This project is scheduled to begin construction in 2021 or 2022.
-  ***HSIP Committee Participation:*** Staff participated on the Statewide HSIP committee and attended the monthly meetings of that group between July, 2015 and June, 2018 when the MPO's term as a representative was completed. As part of that committee, worked with NHDOT to facilitate the selection of HSIP projects and address system-wide safety issues.
-  ***State Freight Advisory Committee:*** Staff participated in the development of the State Freight Plan as a member of the State Freight Advisory Committee. Staff attended all four SFAC meetings as well as the freight workshop in Newington as part of that process. RPC held a freight planning workshop with the TAC and utilized the information from that to inform the listing of proposed Critical Urban and Rural Freight Corridors (CUFCs and CRFCs) for the region which was then presented to NHDOT to be included in the State Freight Plan. .
-  ***Road Safety Audit – Ermer Road, Salem:*** Participated in the Road Safety Audit conducted by NHDOT focused around crashes at the Ermer Road intersection with NH 111 in Salem. Staff work on this consisted of attending a full day meeting, providing some traffic volume and travel time data for the corridor, and submitting comments on the draft report.
-  ***Seacoast Transportation Corridor Vulnerability Assessment & Plan:*** Conducted research and cost estimates for a grant proposal to develop resiliency strategies for the transportation system in the New Hampshire Seacoast. The grant is through the New Hampshire Department of Environmental Services Coastal Program (NHCP) and will further advance key

recommendations from the New Hampshire Coastal Risk and Hazards Commission final report. This grant is anticipated to begin during FY20.



NH/ME Green Infrastructure Pilot: Staff participated in the advisory committee for the joint Maine/New Hampshire study of opportunities to implement green infrastructure solutions to vulnerability issues along the seacoast. New Hampshire's site that was evaluated was the NH1B causeway between New Castle and Portsmouth and green infrastructure solutions were developed to mitigate flooding on the causeway during storm events and in the event that sea level rise threatens overtopping the roadway on a daily basis.



US 1/Lang Road HSIP Project – Portsmouth: Attended NHDOT and Portsmouth staff meetings discussing the implementation of the HSIP project to relocate where Lang Road connects with US 1 in Portsmouth. This project will re-route Lang Road to connect to the existing traffic signal at Ocean Road just to the south of the existing intersection. Attended presentation of project to the Portsmouth Transportation Committee.



State Transportation Asset Management Plan: Staff reviewed the contents of the State Transportation Asset Management Plan (TAMP) and discussed with other NH MPO staff at a PFPNH meeting.



Volkswagen Settlement Beneficiary Plan: Staff reviewed the draft VW Settlement Beneficiary Plan developed by the State, attended a public hearing regarding the proposed plan, and provided comments to NHDES.

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.

ACCOMPLISHMENTS:



Transportation Alternatives Program Application and Evaluation Process: Conducted regional solicitation and prioritization for summer 2018 round of TAP applications. Provided guidance to several communities with Letter of Interest and full application development. Reviewed, scored and ranked projects at regional level in collaboration with MPO TAC and Policy Committees. A prioritized list of TAP proposals was submitted to NHDOT in early November, 2018 for prioritization the statewide prioritization process.

- 
TAP Project Monitoring and Implementation Assistance: The three communities who received TAP projects in the first two rounds (Salem, Portsmouth, Exeter – 2 projects) are moving forward with project implementation with minimal MPO assistance.
- 
Congestion Mitigation and Air Quality (CMAQ) Application and Evaluation Process: Participated in the two meetings of the CMAQ Advisory Committee held in late 2016/early 2017 to plan for the 2017 CMAQ funding round prior to the start of the 2018-2019 UPWP. Assisted several communities with scoping projects and developing letters of interest and relayed information on the 11 letters of interest received to the MPO TAC and Policy Committee. Ultimately six proposals were submitted from communities and agencies in the region and the RPC, working with SRPC and other planning partners, provided air quality analyses for those projects. The process utilized by NHDOT during the this round did not include provisions for providing regional rankings however the MPO did rank the projects with the TAC and provided that information to Executive Councilor Prescott to aid him in prioritizing projects from his district. For the 2019 CMAQ round, staff disseminated NHDOT's call for proposals, assisted several communities with scoping projects and developing letters of interest. Prepared summary of Letters of Interest received for MPO TAC. This CMAQ round will conclude during the FY20-21 UPWP.
- 
CMAQ Project Monitoring and Implementation Assistance: RPC staff have monitored the progress of the CMAQ Hampton-Portsmouth Hampton Branch Rail Corridor acquisition project and worked with communities and NHDOT on draft Trail Management Agreements to be completed once the corridor is secured by the state (more information under Task 506). Staff have also worked with COAST to secure supplemental CMAQ funding for COAST and UNH services funded as mitigation for the Newington-Dover Little Bay Bridges project.
- 
Local Public Agency (LPA) Training & Technical Assistance: RPC staff took the test for LPA Phase I recertification. Staff have not yet completed the new Labor Compliance training, though that training is recommended in tandem with an active construction project which we do not currently foresee managing.

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.

ACCOMPLISHMENTS:






- 
Special Projects: There were no Special Projects conducted by the MPO during FY18 or 19.

Task 505 Regional Coordinating Councils

OBJECTIVE:

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

ACCOMPLISHMENTS:






-  ***Expanded and diversified funding for Southeast NH RCC/ACT services:*** Staff served on the Southeast NH RCC and provided technical assistance together with Strafford RPC. Worked with COAST/ACT staff on grant applications for Section 5310 Purchase of Service and Section 5310 Formula funding to support collaborative efforts of COAST, Rockingham Nutrition Meals on Wheels Program, and the TASC and Ready Rides volunteer driver programs. Also worked on funding applications to the NH Charitable Foundation and the Tufts Health Plan Foundation.
-  ***Implement service improvements identified through RCC Strategic Planning:*** Served as Lead Agency for Section 5310 Purchase of Service funding for the SENH RCC, tracked system production and managed NHDOT contract and provider subcontracts. This Lead Agency work was funded under separate FTA Section 5310 contract with the Bureau of Rail and Transit. Met with volunteer driver programs regarding geographic expansion to cover central Rockingham County communities. To date a local champion has not emerged to lead development of a new regional volunteer driver program (VDP) for this part of the region. Existing VDPs have made limited geographical expansions, with Ready Rides adding Epping and TASC adding Brentwood. This sort of incremental expansion appears to be the best path forward.
-  ***Greater Derry-Salem RCC Funding diversification and expansion:*** Developed grant applications for Section 5310 Purchase of Service and Section 5310 Formula funding to support collaborative efforts of CART, Easter Seals NH, Rockingham Nutrition Meals on Wheels (RNMOW) program, and Greater Salem Caregivers. Worked with CART and Alternate Transit Advertising to sell advertising on shuttle vans.
-  ***Greater Derry-Salem RCC Service Improvements:*** Oversaw operation of Hampstead Shuttle and Derry-Londonderry shuttle operated by Easter Seals NH; service to the Vic Geary Senior Center in Plaistow, and volunteer recruitment and training work by Greater Salem Caregivers. Met with staff from Town of Derry, Town of Londonderry, SNHPC and ESNH on improvements to the Derry-Londonderry Shuttle.
-  ***Updated Coordinated Public Transit/Human Service Transportation Plans as needed:*** The Coordinated Public Transit/Human Service Transportation Plans for the Greater Derry-Salem RCC (Region 9) and the Southeast NH RCC (Region 10) were last updated during 2016 and 2017 respectively. Neither plan was due for update during this UPWP contract period.







Task 506 Transit Assistance 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).

ACCOMPLISHMENTS:

-  ***COAST Ridership Survey:*** COAST did conduct its traditional rider survey in 2019. Rather it conducted a broader survey of riders, municipal staff, state and local elected officials and other community leaders as part of a Comprehensive Operations Analysis. RPC assisted COAST with development of the online survey instrument using PublicInput.Com.
-  ***Other COAST Technical Assistance:*** RPC staff continued to serve on the COAST Board of Directors, Executive Committee, Comprehensive Operations Analysis Advisory Committee and several short duration Board subcommittees. Conducted research and drafted a report on transit industry standards for capital and operating reserves. Researched transit signal priority legislation and state funding for public transportation in other states.
-  ***Analysis of potential fixed/demand responsive routes for CART:*** Worked with MTA, the Town of Salem and Town of Londonderry to assess potential for a Salem-Londonderry-Manchester express service connecting the major Tuscan Village and Woodmont Commons developments to downtown Manchester. Worked with CART, ESNH Meals on Wheels and the Towns of Derry and Londonderry to identify unmet transportation needs for local senior citizens.
-  ***Financial plan for CART:*** Worked with SNHPC to update CART's five year Capital and Operating Plan.
-  ***Derry-Salem CART Technical Assistance:*** : RPC staff time commitment to CART during FY18-FY19 was higher than normal given continued administrative roll being played by RPC and SNHPC, and planning for the merger of CART with the Manchester Transit Authority (MTA) to ensure long term stability for the organization. Where ineligible as transit planning, this administrative work has been billed under a separate technical assistance contract between CART and RPC. Key tasks have included completion of annual National Transit Database reporting, FFRs and MPRs, semi-annual DBE reporting, annual DAMIS reporting, oversight of operations contractor Easter Seals NH, FTA grant development and administration, budget development and management, municipal funding development and relations, rider relations, vehicle procurement and FFY18 & FFY19 funding split negotiations for the Nashua Urbanized Area, work with MTA on CART's Transit Asset Management (TAM) Plan, and work with MTA and FTA Region I toward the CART-MTA merger.

-  **Expanded funding for TASC:** The TASC Board voted in 2018 to cease accepting Section 5310 funding for transportation for seniors and individuals with disabilities, with a goal of reducing regulatory requirements. RPC had assisted TASC in securing this funding in prior years.
-  **Integration of TASC ride reservation functions with COAST/ACT call center:** Staff worked early in the biennium with TASC and COAST to integrate TASC call-taking and ride scheduling functions with COAST's regional TripLink call center. While the TASC board had initially committed to migrating reservations to COAST's TripLink call center, the board decided in late 2017 to cease taking Section 5310 funding and drop out of the ACT coordination effort.
-  **Participation in NHTA and SCC:** Staff attended SCC meetings based on specific agenda items, including implementation of the recently updated State Coordinated Public Transit/Human Service Transportation Plan. Attended NHTA Annual Meetings.
-  **Participation in Transportation Solutions NH and other collaborative efforts:** Staff have participated in TransportNH's Steering Committee, including refinement of the organization's Theory of Change strategic plan and recruitment of a new Executive Director. Met with Granite State Independent Living regarding their role as fiscal agent for TransportNH.
-  **Support for TMA Services:** Staff serve on the advisory committee for commuteSMARTseacoast, the regional Transportation Management Association managed by COAST as part of CMAQ-funded mitigation efforts for the Newington-Dover/Little Bay Bridges highway widening project. Staff attended quarterly Advisory Board meetings and collaborated with commuteSMART on annual events for Seacoast Bike Month and commuteSMART's award-winning spring Business to Business (B2B) Commuter Challenge. Participated in advisory committee for CTAP-funded Commute Smart NH and planned and conducted outreach for June commuter challenge.
-  **Exeter Downeaster Station Committee:** The Exeter Downeaster Station Committee has not met since early in the biennium. Our understanding is that the Town of Exeter intends to relaunch this committee in 2020.

Other Planning Activities



This area of work is intended to include other projects that are included in the UPWP for completeness but are funded primarily by sources outside of the UPWP. During the 2018-2019 UPWP including the Level of Traffic Stress (LTS) Grant from FHWA, acting as the FTA 5310 Purchase of Service lead agency, as well as a number of land use and environmental resource focused planning projects that have a transportation component.

FHWA Measuring Multimodal Network Connectivity Pilot Grant

OBJECTIVE:

To improve bicycle network planning for Metropolitan Planning Organizations (MPOs) through further development and refinement of a shared model for evaluating Bicycle Level of Traffic Stress (LTS); collection and compilation of supplemental road attribute data in five planning regions; development of one or more shared transportation system performance measures based on LTS; and incorporation of that measure/those measures in project development and project prioritization.

ACCOMPLISHMENTS:


-  **Secured Grant:** Applying on behalf of five New Hampshire regional planning commissions and Plymouth State University, RPC secured a \$99,988 grant under the FHWA Measuring Multimodal Network Connectivity pilot grant program to incorporate Bicycle Level of Traffic Stress (LTS) analysis into MPO performance-based planning.
-  **Completed Road Attribute Data for LTS Classification:** As of the end of SFY19 the four MPOs and CNHRPC have completed road attribute data collection and developed initial LTS network maps. These will be used in the development of LTS-based network analyses addressing access to employment, education, civic and recreational destinations via low-stress bicycle routes. These analyses in turn will be used to select one or more LTS-based performance measures for ongoing shared use by the MPOs.

Stratham Safe Routes to School

OBJECTIVE:

To encourage more Stratham students in grades K-8 to walk or bicycle to school and ensure that they can do so safely.

ACCOMPLISHMENTS:

-  **Completed Stratham SRTS Action Plan:** RPC contracted with the Town of Stratham to complete an SRTS Action Plan during SFY2018-2019. Plan elements included public input; mapping of


student locations, road conditions, traffic volume, preferred routes; school zone site assessments for Stratham Memorial School (K-5) and the SAU16 Cooperative Middle School (6-8); development of recommended safety strategies following the 5Es (Engineering, Encouragement, Education, Enforcement, Evaluation), conceptual designs for school zone infrastructure improvements, project prioritization and report development. Implementation is underway with widening and bike lane striping on Guinea Road leading to the Cooperative Middle School.

5310 Purchase of Service

OBJECTIVE:

To expand transportation access for senior citizens and individuals with disabilities to medical care, grocery shopping, employment and other basic life needs.

ACCOMPLISHMENTS:




-  **Lead Agency:** The Rockingham Planning Commission served as Lead Agency for FTA Section 5310 Purchase of Service funding for the Southeast NH RCC during FY2018 and SFY2019, tracked system production and managed NHDOT contract and provider subcontracts. Transportation services were purchased from COAST, the Rockingham Nutrition Meals on Wheels Program, the Ready Rides volunteer driver program and the Transportation Assistance for Seacoast Citizens (TASC) volunteer driver program (SFY2018 only). TASC serves eight communities in eastern Rockingham County, while Ready Rides serves rural areas of the SRPC region.

Local Road Surface Management Systems Contracts

OBJECTIVE:

To facilitate implementation of Road Surface Management Systems by communities in the region.





ACCOMPLISHMENTS:

-  **Epping RSMS:** RPC contracted with the Town of Epping to conduct an RSMS inventory and analysis. This involved data collection, analysis, forecasting, reporting, and presenting the results to various municipal officials. This efforts was supported by UPWP funds.
-  **Newington RSMS:** RPC contracted with the Town of Newington to conduct an RSMS inventory and analysis. This involved data collection, analysis, forecasting, reporting, and presenting the results to various municipal officials. This efforts was supported by UPWP funds.
-  **Hampstead RSMS:** RPC contracted with the Town of Hampstead to conduct an RSMS inventory and analysis in summer 2019. This involved data collection, analysis, forecasting, reporting, and presenting the results to various municipal officials. This efforts will be concluded in FY20.

Other Regional Planning Studies

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 planning for the MPO makes up approximately 45% 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.

ACCOMPLISHMENTS:

-  ***HSEM Hazard Mitigation Planning Grant:*** This grant from FEMA produced a regional vulnerability assessment report and map set for NH coastal communities, develop a model Coastal Flood, Hazards and Adaptation Chapter to be incorporated into coastal community Hazard Mitigation Plans, tailor recommendations to update Local Hazard Mitigation Plans in each eligible coastal community to specifically incorporate the vulnerability assessment, and incorporate specific recommendations for mitigation and adaptation.
-  ***Green Infrastructure for NH Coastal Watershed Communities:*** The project *Green Infrastructure for Sustainable Coastal Communities* proposed to build municipal capacity in coastal watershed communities for Green Infrastructure by engaging local and regional stakeholders in a planning and implementation process that is supported by technical resources, no-cost project implementation and municipal engagement through training and workshops. The project integrated the collaborative process to build trust, legitimacy and relevance for the intended-users - municipalities and built community resilience and improved capacity for managing water resources and related ecosystem services.
-  ***NH Coastal Adaptation Workgroup (NH CAW):*** 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 12 grants and currently have 4 proposals under review and several in development. These 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 decision support tools for all coastal communities.
-  ***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 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.



Developments of Regional Impact (DRI): 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 Strategic Initiatives (OSI) Targeted Block Grant (TBG) program and supported by UPWP funds for transportation related components.



Circuit Rider Planning Services and Technical Assistance: The RPC provides part-time professional land use planning services to the Planning Boards of eight member communities and technical assistance to all twenty-seven 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.



New Hampshire Coastal Program Technical Assistance Grants: This program provided 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.



Comprehensive Economic Development Strategy: Funded through the US Department of Commerce's Economic Development Administration, The Rockingham Economic Development Corporation (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.