

**MINUTES**  
**Rockingham Planning Commission**  
**February 10, 2021**

**Remote Meeting via ZOOM Conference Call**  
**Per RSA 91-A:2, III(b) the RPC Chair declared the COVID-19 Outbreak**  
**An Emergency and has waived the requirement**  
**That a quorum be physically present at the meeting**

**Commissioners/MPO Reps Present:** R. McDermott, Chairman (Hampton Falls); A. Davis, Vice Chairman (Hampstead); B. Kravitz (Hampton); B. Moreau, P. Britz, D. McEachern (Portsmouth); G. Coppelman, P. Coffin (Kingston); L. Cushman (Stratham); M. McAndrew (New Castle); J. Kiszka, T. Moore (Plaistow); A. Brubaker (H. Falls); D. Hebert (Newington); L. Plumer, G. English (Exeter); J. Doggett, M. Allen (Newton); J. Grote (Rye); G. Davison (NHDOT)

**Guests:** C. Cross

**Staff:** T. Roache (Executive Director); D. Walker (Assistant Director); S. Bogle (Sr Transportation Planner); A. Warhaft (Office Coordinator)

**1. Chairman McDermott called the meeting to order at 7:05 p.m.; Remote Meeting via Zoom Conference Call per RSA 91-A:2, III(b)**

**2. RPC Business**

**a. Minutes of January 12, 2021**

*J. Doggett moved to approve the Minutes of January 13, 2021 as presented; A. Davis seconded. Roll Call vote taken. **SO VOTED.** 4 abstentions.*

**b. RPC Committee Reports**

T. Roache provided updates on several of the RPC Committees.

- The Executive Committee is working towards establishing the 501c3, which will help to diversify our revenue stream and lessen the financial burden on our communities.
- The Regional Impact Committee reviewed and provided recommendations on the proposed development in Kingston. The committee will be meeting soon to address a proposed subdivision in Newton.

T. Roache encourages any members who are interested in participating on RPC Committees to contact him.

**c. RPC Commission Remote Meeting Time**

At the previous meeting, a member suggested that meeting at 6:30 would be a better time since there is no commute involved. T. Roache asked the members if they would like to move the meeting to 6:30 pm. No objections.

**3. MPO Business**

**a. Minutes of October 14, 2020**

*J. Doggett moved to approve the Minutes of October 14, 2020 as presented; B. Moreau seconded. Roll Call vote taken. **SO VOTED.** 5 abstentions.*

**b. Highway Safety Improvement Program 2021 Performance Targets – D. Walker**

D. Walker noted that targets are set annually and are mandated by the FHWA to develop a rule for safety planning/performance measures. Performance management ties together 3 state documents: the NHDOT Highway Safety Improvement Program (HSIP), the NHDOT Strategic Highway Safety Plan (SHSP), and the NH Office of Highway Safety (NHOHS) Highway Safety Plan. The state must coordinate with the MPOs to establish required targets and may develop their own targets. Five areas are measured: Number of Fatalities; Rate of Fatalities; Number of Serious Injuries; Number of non-motorized fatalities and serious injuries. Walker notes that the RPC also tracks these rates for motorcycles. Overall rates at a regional level show a downward trend. Discussion followed.

*P. Winslow moved to accept the 2021 HSIP Performance Targets as presented; J. Doggett seconded. **SO VOTED.***

**c. UPWP Scope and Work Plan – D. Walker**

D. Walker shares that the Unified Planning Work Program (UPWP) translates MPO core function into priority work tasks, products, and outcomes for the next two fiscal years, in this case July 2021 – June 2023, connecting the planning process to the Regional, State, and National priorities. The MPO Core Functions are to: establish a setting for effective decision-making; identify and evaluate transportation improvement options; prepare and maintain a Metropolitan Transportation Plan; Develop a fiscally constrained Transportation Improvement Program; identify performance measures and monitor projects; and, involve the public in the transportation planning process. Planning factors are established by the FAST Act and in addition the FHWA NH/FTA Region emphasizes addressing potential boundary changes related to the 2020 Census, fiscal constraint and financial planning, consideration of climate adaptation resilience, and incorporate emerging transportation technologies. Work is divided into 5 focus areas: administration, policy and planning, public outreach, planning support and technical assistance. There is a proposed 6<sup>th</sup> category on 5305e funded transit planning. The final UPWP will be submitted to NHDOT on April 9, 2021 and will commence July 1, 2021. Discussion followed.

4. **Public Comment - none**
5. **Meeting adjourned at 8:34 p.m.**

Respectfully submitted,  
Amy Warhaft, Recording Secretary