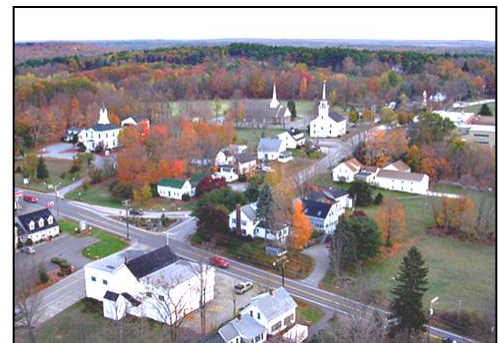
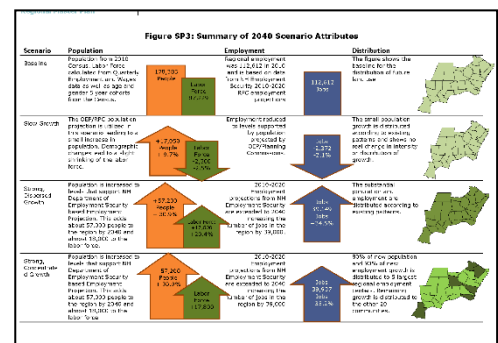
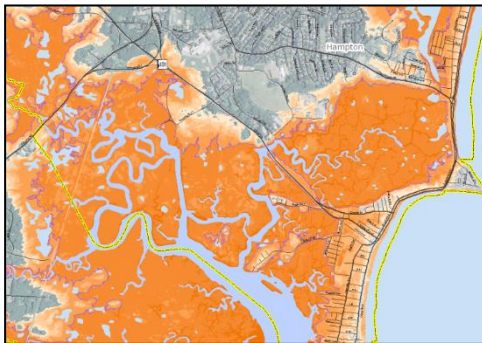


2020-2021 UPWP PERFORMANCE REPORT



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SEPTEMBER 3, 2021

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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: Performance Measures</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 Task 212: Freight 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 Task 407: Memberships and Subscriptions</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 Assistance Task 507: TDM/TMA Support</p>
<p>Category 600: FTA 5305e Transit Planning</p>	
<p>To facilitate the study of the value, need, and economic impacts of public transit on the Rockingham Planning Commission (RPC) and Strafford Regional Planning Commission (SRPC) regions.</p>	<p>Task 601: COAST Transit Economic Development Study</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 2020-2021 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 2020-2021 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 occurred near the end of the contract (May and June 2021) and redistributed the existing budget to address anticipated overages in some categories of work. The May 2021 revision redistributed approximately \$61,000 (5% of the total budget) between categories by increasing funding for Categories 100 and 200 and decreasing funding in Categories 300,400 and 500. In addition, non-personnel expenses were reduced by \$20,678 and shifted to personnel costs. The June 2021 changes decreased funding in Categories 200, 400 and 600, and increased resources in Categories 300 and 500. **Figure 3** shows the distribution of hours and funds to each of the six

Figure 2: Original and Revised Budget Distributions with actual expenditures

	<u>Original Budget</u>		<u>Revision (5/2021)</u>		<u>Revision (6/2021)</u>		<u>Actual Expenditures</u>	
	Funding	Hours	Funding	Hours	Funding	Hours	Funding	Hours
Category 100	\$144,851	1,620	\$187,410	2,081	\$187,059	2,081	\$183,751	2,020
Category 200	\$416,278	5,284	\$436,149	5,783	\$435,348	5,773	\$431,123	5,594
Category 300	\$130,324	1,625	\$113,803	1,334	\$115,080	1,349	\$117,887	1,345
Category 400	\$330,351	3,908	\$294,166	3,250	\$293,967	3,250	\$292,294	3,174
Category 500	\$205,033	2,340	\$195,310	2,334	\$204,884	2,468	\$204,789	2,427
Category 600	\$51,700	600	\$51,700	696	\$42,200	534	\$48,803	640
Total	\$1,278,538	16,030	\$1,278,538	15,478	\$1,278,538	15,455	\$1,278,538	15,200

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.

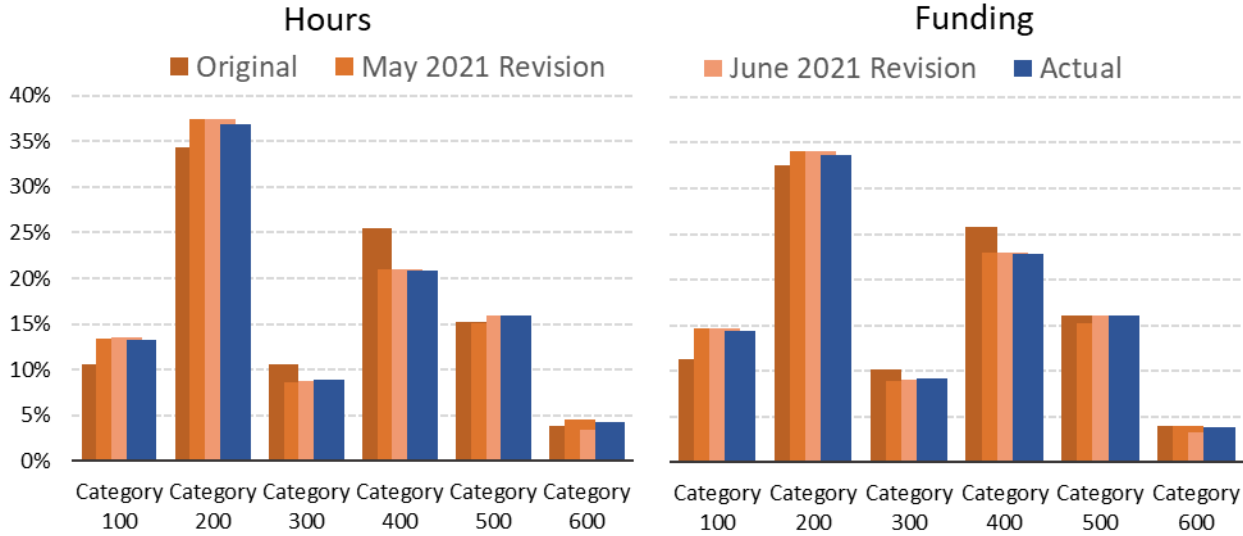


Figure 3: Comparing the distribution of Hours (left) and Expenditures (right) across the five UPWP Work Categories. Shown are the original budget, both revisions, and the actual hours/expenditures.

Overall Progress

The Fiscal Year 2020 and 2021 Unified Planning Work Program identified nearly 180 different activities and related work products 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 15,200 hours undertaking 170 of the 180 identified activities and work products (**Figure 4**) and approximately \$1.28 million including direct expenditures (consultant fees, equipment, and other costs) (**Figure 5**). This equates to approximately 99% of UPWP tasks and activities being addressed in some manner.

Figure 4: Status of UPWP Tasks

Status	Number of Tasks	% of Total
Completed	162	90%
In Progress	8	4.5%
Not Started	2	1%
Not Needed	8	4.5%
Total	180	

Figure 5: Overall Budget & Expenditures

	Hours	Funding
Personnel	15,199	\$1,168,697
Non-Personnel		\$109,840
Total Expenditures		\$1,278,537
Budget	15,455	\$1,278,537
Percent Utilized	98.3%	100%

Of the ten tasks/activities not addressed, eight of those were not needed, while two are tasks that the MPO should have started and has not. In conducting this work, the MPO expended all of the funds available. Some highlights of the work that the MPO accomplished include the following:

- **350** Hours in support of the State Ten Year Plan process. This included updating the unified statewide project prioritization process and project selection criteria
- **750** 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.
- **300** hours updating the Regional Travel Demand Model and preparing to conduct Air Quality Conformity Analyses.
- **930** hours in support of Regional Coordinating Councils, transit planning and technical assistance transit providers
- **1525** hours in support of regional bicycle and pedestrian planning
- **670** hours in support of the MPO Transportation Advisory Committee and MPO Policy Committee. This includes preparation for and presenting information at 21 meetings, many of which occurred virtually due to the Covid-19 pandemic.
- **700** Hours integrating Planning and Environmental Linkages (PEL) into the transportation planning process, supporting natural resources and climate adaptation coordination, and improved climate change and resiliency planning.
- **675** 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.
- **1075** hours updating the Long Range Transportation Plan (Adopted March, 2020)
- **1070** implementing performance based planning and updating the Congestion Management Process
- **2,225** Hours of mapping and data analysis work in support of transportation planning activities.
- **640** Hours conducting an economic impact study for COAST.

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 five spent within $\pm 3\%$ of the budgeted amount, and one (Category 600) overspent by 16%. Category 600, the FTA5305e funded COAST Economic Impact Study, was overspent because the June 2021 budget revision redistributed \$9,500 away from this task. Work to finalize the study used \$6,600 more than anticipated when the budget revision was done and this created a large percent overage (16%). In total however, the cost of the project was

less than what was originally allocated to the project in the UPWP. The flexibility of being able to redistribute budgets within the UPWP is critical 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.

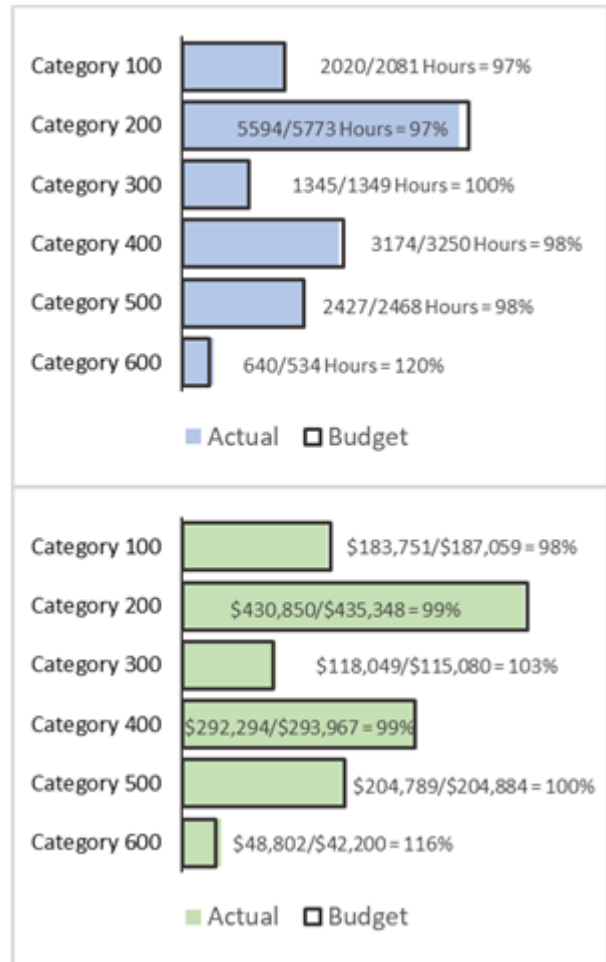
UPWP Planning Priorities

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. In addition to the New Hampshire Planning Emphasis Areas, the MPO established three priority areas where work would be focused.

New Hampshire Planning Emphasis Areas

1. **Compliance with all metropolitan planning and programming requirements:** The UPWP should continue to identify resources and work elements as necessary to ensure that the MPO incorporates the Planning Factors into transportation planning activities and complies with statewide and metropolitan planning and programming requirements.
 - o Planning factors are incorporated into the MPO transportation planning activities and the MPO remained in compliance with MAP-21 and FAST provisions.
2. **Performance Based Planning & Programming Requirements.** The UPWP should include work elements and activities that support continued cooperative data collection, development, and monitoring of required performance measures and targets. In addition, ensure that the MOU between NHDOT, New Hampshire MPOs, and transit operators incorporates all federally required performance measures.
 - o During the FY20 and FY21 timeframe, the MPO continued to implement the performance-based planning requirements and added performance metrics for the regional Public Transit Agency Safety Targets. These new targets will be integrated into

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



the Transportation Improvement Program and Long Range Transportation Plan in the next updates. The Memorandum of Understanding regarding performance based planning in New Hampshire was updated in 2019.

3. ***Urbanized Area Set-asides, Suballocation, and Project Selection.*** The UPWP should include the necessary resources to work collaboratively to ensure that the established framework of set-asides, suballocation and project selection requirements are implemented.
 - The RPC MPO is not eligible for suballocation of resources directly and this emphasis area does not apply to this agency.
4. ***Congestion Management Process implementation.*** UPWP work elements should support the data collection and monitoring efforts necessary to update and implement a Congestion Management Process (CMP) that is consistent with federal requirements and that addresses recommendations from the most recent MPO Planning Review.
 - The MPO established a Congestion Management Process in 2010 and efforts during the 2020-2021 UPWP focused on updating the document. This included updating the core document, fully integrating the CMP with the Performance Based Planning requirements established in MAP-21 and the FAST Act, and developing a ESRI StoryMap based website to enable consistent updates of data and metrics and make them available to interested parties.
5. ***Freight Planning.*** The MPO is encouraged to 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.
6. ***Fiscal Constraint and Financial Planning.*** The UPWP should identify resources and work elements necessary to ensure that the Long Range Transportation Plan and Transportation Improvement Program include financial plan documentation and processes that meet the requirements of the FAST Act and the Metropolitan Transportation Planning Rules.
 - The MPO continues to refine the fiscal constraint analysis that has been incorporated into TIP and Long Range Transportation Plan documents for several cycles. Some work to better improve the data and coordination between MPOs and NHDOT was undertaken during the FY20-21 UPWP.
7. ***Metropolitan Travel Demand Model Maintenance.*** The UPWP should identify the resources and work elements necessary to ensure that the MPO is maintaining the function and capacity of the travel demand model and keeping it up-to-date and developing applications to utilize the model in transportation planning functions. This includes working collaboratively to implement a Household Travel Survey.
 - Model related work during the FY20 and FY21 UPWP focused on establishing the current

capabilities of the model and working to implement coding and other efficiency improvements. After working with Resource Systems Group since the 1990's, the MPO switched to a new modeling consultant for technical assistance. This new resource has conducted a review of the model and has identified a number of coding and function changes that will improve the efficiency and utility and has started implementing the first steps in implementation. A Household Travel Survey remains an outstanding deficiency and the MPO has investigated utilizing vehicle probe data as a much less expensive substitute.

8. **Data Collection for HPMS/Performance Measures, and CMP.** The UPWP must 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 and meeting performance-based planning requirements.
 - 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 (NRPMS) of travel time data on National Highway System in the region
9. **Project Monitoring.** The UPWP should 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 and staff members are currently on eight Project Advisory Committees for projects around the region. These range from large projects such as the Seabrook-Hampton NH 1A Bridge replacement to the Main Street Traffic Calming project in Plaistow. In some cases, the MPO has taken an active role in aiding NHDOT and consultant teams with public involvement utilizing the publicinput.com engagement tool. 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)], the State Freight Advisory Task Force, and the Highway Safety Improvement Program advisory committee.

MPO Planning Priorities

1. **Climate Change, Climate Adaptation and Resiliency and, Stormwater Impacts.** It is a priority of the MPO to continue planning efforts that address the potential impacts of climate change, sea-level rise, storm surge and extreme precipitation on the region, as well as the development of mitigation, adaptation, and resiliency strategies. Another emerging issue of high concern is the impact of stormwater on infrastructure management and investment, local flooding, water quality and aquatic habitat. The region has benefited from several local, regional, and state studies and reports that have helped to identify challenges and strategies for further consideration in the planning process. It is critical that the MPO continue to build on these efforts to support the long-term viability of the region.
 - The MPO has undertaken substantial work to address environmental issues that relate

to the transportation system. The MPO continues to participate in coordinating and collaborative efforts such as the Climate Adaptation Workgroup (CAW) and interacts with relevant agencies, communities, and interest groups to better understand work that is occurring that may impact the transportation system in the region. Progress was made in the ongoing effort to integrate Planning and Environmental Linkages (PEL) concepts and processes into the MPO LRTP through investigating community hazard mitigation plans, as well as further developing project selection criteria related to resiliency.

- 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.
2. ***Livability and Sustainability.*** The Long-Range Transportation Plan and the MPO planning process are built upon livability and sustainability principles emphasizing integrating all transportation modes with human scale environments, benefits and services. This includes supporting planning activities for public transit, bicycle, and pedestrian transportation, and efforts to address integrated land use, environmental protection, economic development, and transportation planning. In the current biennium this has also included work to develop a regional Age Friendly Communities initiative recognizing the dramatic growth in older adults in the region and the impact that will have on transportation needs and other systems.
- The MPO Long Range Transportation Plan utilizes the set of livability and sustainability principles from the Regional Master Plan as a core component of the transportation planning framework and process in the region.
3. ***Congestion Management Process:*** The original Congestion Management Process (CMP) adopted by the MPO in 2010 needs to be updated to reflect current data collection methodologies, the new Federal Performance-Based Planning process, and current thinking on congestion management.
- The MPO established a Congestion Management Process in 2010 and efforts during the 2020-2021 UPWP focused on updating the document. This included updating the core document, fully integrating the CMP with the Performance Based Planning requirements established in MAP-21 and the FAST Act and developing a ESRI StoryMap based website to enable consistent updates of data and metrics and make them available to interested parties.

Project Specific Progress

The distribution of MPO work efforts was relatively 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 Covid-19 pandemic required some adjustment to the work to account for maintaining social distancing requirements and this is reflected most obviously in the increased administrative time and decreased data collection efforts during the FY20 and FY21 UPWP. The following pages detail the specific tasks and projects from each of the six 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 the status of the activity or task. These take

the form of symbols for “Not done or not needed”, “In progress”, “Complete”. 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 participation in the update of the State Long Range Transportation Plan and as there was no MPO role in that project during the FY20 and FY21 UPWP, 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 occur, and the related text provides insight as to why.

Figure 7: Task Status Symbology

Symbol	Status
✓	Task/Activity Complete
⇒	Task/Activity In progress
✘	Task/Activity not done or 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 nearly all the resources dedicated to MPO Administration were expended over the last two years. The funding for this category was increased by 29% as part of the May 2021 budget redistribution (and revised slightly in the June 2021 revision) to account for additional administrative needs during the pandemic and the UPWP period ended with the MPO utilizing 98% of funding and 97% of hours budgeted. Within the Category, general Program Administration required the about 80% of the funding and utilized a similar percentage of hours. Accounting and invoicing utilized about 10% of the time with the remaining funds spent on staff training and seminars/webinars and other tasks. The May 2021 budget redistribution ensured that the Category would remain less than fully expended and only the staff training task, for which funding was decreased, exceeded the budgeted funding. Most of the time and funding in this Category was spent on general program administration which accounted for about 78% of the time and 80% of funding. Much of this was due to the COVID-19 pandemic which entailed additional administrative efforts and reduced expenditures on training as well as other areas outside of Category 100. 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 2018-2019 UPWP Performance Report
- Development and adoption of the 2022-2023 UPWP
- 200 Hours of staff training/webinars/workshops

Figure 8: Compares revised budget verses actual funds and hours for Category 100 and task areas.

	Hours	Budgeted Hours	% Hours Expended	Personnel	Non-Personnel	Total Billed	Budget	% Expended
101 Accounting and Invoice	225.5	246	92%	\$20,385	\$0	\$20,385	\$22,998	89%
102 Program Administration	1583	1628	97%	\$146,499	\$0	\$146,499	\$147,879	99%
103 Staff Training	205	201	102%	\$13,909	\$2,263	\$16,172	\$15,486	104%
104 Indirect Cost Rate	0	0	0%	\$0	\$0	\$0	\$0	0%
105 Performance Measures	6.5	8	81%	\$695	\$0	\$695	\$695	100%
TASK 100 Total	2020	2083	97%	\$181,488	\$2,263	\$183,751	\$187,059	98%

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 FY22 and FY23 UPWP that will be effective at the beginning of the UPWP contract period. For FY20 and FY21 the RPC continued to utilize a negotiated ICR (Calculated in FY19) which eliminates the need for end of period reconciliation.
- ✓ **Audits:** Prepared for and provided documentation for FY 2019 and FY 2020 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 FY2020-2021 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. 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.
- ✗ **UPWP Administration Guidance Document:** There was no MPO involvement in any effort to develop a uniform guidance document for the administration of UPWPs in New Hampshire.

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 FY20 and FY21 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:*** A revision to the UPWP was completed in May 2021 to redistribute funding to keep expenditures at less than 110% of budget amounts as per NHDOT direction. A second revision was completed in June 2021 to adjust for an expected under-utilization of funds in Category 600.
- ✓ ***Development of the FY 2022 and FY 2023 UPWP:*** Considerable time was spent in the development of the UPWP for FY22 and FY23 to incorporate all anticipated planning activities and organize as desired by NHDOT with adequate detail and scope. An initial budget was pulled together with an expanded UPWP scope and staffing. Further information from NHDOT on funding availability scaled this budget back to be consistent with funds available in the FY20-FY21 UPWP (minus the FTA 5305e grant funds) and then revised additionally to add a small amount of funding to better facilitate project development for the Ten Year Plan.
- ✓ ***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:*** Internal procurement guidelines were updated and approved by RPC in February, 2020.
- ✓ ***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. These agreements were last updated in July 2019 to incorporate the subagreement for PM2 and PM3 performance measures.
- ✓ ***UPWP Monitoring and Tracking Dashboard:*** The financial tracking system was set up to monitor the elements of the 2022-2023 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. Staff continued to refine tools developed to improve tracking of UPWP efforts over time and ensure that the current status of expenditures is monitored.
- ✓ ***Staff Meetings:*** RPC's Transportation staff met weekly to coordinate work schedules, discuss projects, and plan future work. This effort became critical to maintaining teamwork and continuing progress during COVID-19 when most staff was working remotely.

- ✓ **Internship:** RPC staff prepared internal documents and processes for an internship, posted the position, held interviews, and selected an intern 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.

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.
- Esri - massive open online Spatial Data Science course
 - PublicInput.com webinar on holding virtual public meetings
 - Coursera - Unraveling the Cycling City
 - EDX - Introduction to Python: Absolute Beginner, Introduction to Python: Fundamentals, Logic and Computational Thinking
 - Northeast Arc Users Conference (NEARC) Spring and Fall
 - UNH T2 - Road Safety Design training
 - APBP Webinar on traffic speed management
 - Transportation Research Board webinar on Coastal Managed Retreat
 - FHWA HEPGIS Demonstration
 - FHWA Travel Model Improvement Program EMAT for Exploratory Analysis
 - National Performance Management Records Data Set (NPMRDS) monthly webinars
 - Transportation Planning and Engagement webinar
 - Connecting trails and bike paths to economic development webinar
 - NEARC Census Essentials for GIS Professionals
 - NEARC The Role of Geography and Mapping in Segregation
 - FHWA Peer sharing webinars for FHWA Measuring Multimodal Network Connectivity pilot grantees.
 - PlanNH – Participated in panel on COVID-19 implications for transportation and housing
 - SADES Pedestrian Infrastructure Training, Road Surface Management Systems training, SADES Stream Crossing training

- Training webinar regarding Updated Coastal Flood Risk Science and Guidance for use in project development
 - Safe and Sound: Safer Roads for New Hampshire webinar
 - Southern Maine Planning and Development Commission webinar regarding Integrating Sustainability and Resiliency into Transportation Planning
 - Principles for Modern Federal Transportation Policy webinar
 - Staff attendance at NEARC Spring conference
 - Staff attendance at NEARC Fall conference, as well as participation on the host committee.
 - NEARC - Census Essentials for GIS Professionals, The Role of Geography and Mapping in Segregation
 - National League of Cities webinar series regarding planning for impacts of sea-level rise on coastal assets (including transportation infrastructure).
 - American Planning Association – Economics of Climate Resilience webinar
- ✓ **Conferences:** Staff attended the TRB Conference on Performance and Data in Transportation Decision Making in September 2020. Staff participated virtually in the ESRI User Conference in 2020.
- ✓ **Peer Exchange:** Staff attended a peer exchange related to NHCRP 02-27: Making Targets Matter. This peer exchange occurred in Baltimore and gathered State DOT and MPO staff from around the country to discuss opportunities to improve Performance Based Planning and the utility of performance metrics and targets.
- ✓ **Staff training on Regional Travel Demand Model and Modeling:** Staff received training from travel demand model contractor as part of the update to and maintenance of 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 105 Performance Measures

OBJECTIVE:

To understand and measure agency performance implanting the requirements of the transportation planning process in terms of completing efforts listed in the UPWP through the mid-contract UPWP progress reviews completed just after the first year, FHWA/FTA Planning Reviews which occur every four years, and the UPWP Performance Report completed immediately after the end of each two-year work program cycle.

ACCOMPLISHMENTS

RPC staff completed the following tasks during the course of the FY 2020 and FY 2021 UPWP:

- ✓ **UPWP FY18 and FY19 Performance Report:** The Performance Report for the UPWP was completed and submitted to NHDOT, FHWA, and FTA within 60 days as requested by NHDOT (MPO has 90 days according to 23 CFR 420.117). This included an assessment of the work products completed, in progress, and those tasks not undertaken. The UPWP monitoring and tracking dashboard provided data to compare budgets vs actual expenditures. Notes and project reports 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 (15,800 hours of work) and cost, as well as detailed descriptions and status of the 166 individual activities, processes, and work products.
- ✓ **Mid-term UPWP Review:** RPC staff prepared materials for and met with NHDOT, FHWA, and FTA in August, 2020 to discuss progress to date, address necessary changes to the UPWP, and prepare for the second fiscal year of the contract.
- ⇒ **UPWP FY20 and FY21 Performance Report:** The UPWP was reviewed in preparation for development of the close of contract performance report. Timesheet and work program report data were aggregated to compare expenditures to budgets, assess accomplishments and on-going activities, and identify work efforts during FY20 and FY21.
- ✕ **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 next Planning Review is scheduled for fall, 2021.

Category 200: Policy and Planning

Category 200 includes the primary MPO planning documents such as the Long Range Transportation Plan (LRTP) and related work, the Transportation Improvement Program, the Congestion Management Process, as well as other planning and policy efforts such as bicycle and pedestrian planning, and environmental efforts. At the time of UPWP adoption, it was expected that about 5300 hours would be spent on tasks within this category however this was revised upward to approximately 5780 in the May 2021 budget redistribution and then slightly downward to 5770 hours in the June 2021 redistribution. This reflected the additional work related to bicycle and pedestrian planning as well as the update of the Congestion Management Process. Based on the revised budget distribution, work efforts in this area (**Figure 9**) were almost exactly as anticipated both in terms of funds (99% utilized) and hours (97% utilized) reflecting the substantial amount of work that was accomplished in this area. This category contains a wide variety of transportation plans and planning work for the MPO and, aside from those areas where no work had been anticipated (ITS Architecture), nearly 5,600 hours of staff time were invested. Task 202 Planning and Environmental Linkages, Task 203 Transportation Planners Collaborative, Task 204 Interagency Consultation, and Task 205 Transportation Improvement Program were all slightly over budget reflecting the additional efforts and coordination in these areas. Additional work was accomplished under Task 202 as part of the work to update the Long Range Transportation Plan. The TPC met more frequently than anticipated to discuss and finalize project selection criteria for the Ten Year Plan. Interagency Consultation required additional meetings, and the development and maintenance of the

Figure 9: Compares revised budget vs actual funds and hours for Category 200 and subtasks.

	Hours	Budgeted Hours	% Hours Expended	Personnel	Non-Personnel	Total Billed	Budget	% Expended
201 Ten Year Plan	347	355	98%	\$33,596	\$178	\$33,773	\$34,120	99%
202 Planning & Environmental Linkages	706	702	101%	\$61,332	\$42	\$61,374	\$60,287	102%
203 Transportation Planners Collaborative	64.5	70	92%	\$5,937	\$44	\$5,981	\$5,620	106%
204 Interagency Consultation	41.5	39	106%	\$3,837	\$0	\$3,837	\$3,604	106%
205 Transportation Improvement Program	756.5	718	105%	\$70,115	\$0	\$70,115	\$66,063	106%
206 Congestion Management Process	1070	1160	92%	\$70,753	\$0	\$70,753	\$72,786	97%
207 ITS Architecture	0	0	0%	\$0	\$0	\$0	\$0	0%
208 Metropolitan Transportation Plan	1078	1160	93%	\$79,458	\$0	\$79,458	\$86,488	92%
209 Air Quality Conformity	0	0	0%	\$0	\$0	\$0	\$0	0%
210 State LRTP	0	0	0%	\$0	\$0	\$0	\$0	0%
211 Bike & Pedestrian Planning	1528.5	1569	97%	\$105,402	\$238	\$105,640	\$106,298	99%
212 Freight Planning	1.5	1.5	100%	\$82	\$0	\$82	\$82	100%
TASK 200 Total	5593.5	5774.5	97%	\$430,512	\$501	\$431,013	\$435,348	99%

TIP project database and processing TIP revisions required more time than anticipated. Significant time was budgeted and spent on 206 Congestion Management Process and the MPO used the expanded NPMRDS data and tools to make significant progress on an update to that document. Substantial resources were spent on 211 Bicycle and Pedestrian Planning also, reflecting the focus on the development of the East Coast Greenway, ped/bike counting on regional rail trails, wrap-up for the multi-region Bicycle Level of Traffic Stress project, annual activities for National Bike/Walk Month despite COVID-19, public outreach activities and active Project Advisory Committee participation for State Pedestrian and Bicycle Plan, and assistance to member communities with local and regional ped/bike projects such as the New Castle SafePath initiative. 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
- Draft Congestion Management Process Completed
- Over 1500 hours of regional bicycle and pedestrian planning on projects such as the East Coast Greenway, State Ped/Bike Plan, LTS study, trail counts and local projects.

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 2023-2032 State Ten Year Plan.
- ✓ ***2021-2030 State Ten Year Plan Process:*** The first year of the 2020-2021 UPWP saw the conclusion to the development of the 2021-2030 State Ten Year Plan. In August, 2019, 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 August, 2019 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 Ten Year Plan development meetings in Concord (6/19), Kingston (7/31), Dover (8/14), and Manchester (8/28) as well as hearings in Dover (9/10), Hampton (9/23), Salem (10/1), Portsmouth (10/8) and Kingston (10/28). RPC presented the regional project solicitation and selection process as well as comments on the project content and stated and implied policies of the draft Ten Year Plan. In

November, 2019, a final set of comments on the draft 2021-2030 Ten Year Plan were submitted to NHDOT.

✓ **2023-2032 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, 2020. Project proposals were collected and analyzed and an initial listing of projects presented to the TAC in September 2020. 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 November 2020 for scope and cost estimate review. Revised cost estimates were provided to the MPO by NHDOT in January 2021 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 March 2021.

✓ **Prioritized Projects Listings:** In July, 2020 the RPC solicited transportation projects from communities and transportation agencies with any new projects or updates on existing projects due by September 1, 2020. 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 73 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 recommended five projects to be sent to NHDOT for scope and cost review in November and those projects were approved by the MPO Policy Committee at the October 2020 meeting. Projects were submitted to NHDOT for review in early November. This review was completed for four of the projects and the information provided to the MPO in February, 2021. Based on the revised cost estimates recommended by NHDOT, the five projects exceeded the budget target and decisions would need

to be made about which one (or ones) would be added to the Ten Year Plan to constrain the final recommendations list. A recommendation was made by the TAC at the February, 2021 meeting and finalized by the MPO Policy Committee at the March, 2021 meeting and subsequently submitted to NHDOT for consideration as part of the draft Ten Year Plan.

RPC 2023-2032 Ten Year Plan Criteria Weights

Category/Criteria	Local	Regional	Inter-Regional
Economic Development	10%	13%	12%
Equity & Accessibility	17%	16%	18%
Mobility	11%	12%	11%
Natural Hazard Resiliency	10%	8%	8%
Network Significance	14%	15%	14%
Safety	17%	16%	17%
State of Repair	13%	13%	10%
Support	8%	7%	10%

- ✓ **GACIT Hearings:** Staff attended GACIT Ten Year Plan hearings in Dover (9/10), Hampton (9/23), Salem (10/1), Portsmouth (10/8) and Kingston (10/28). RPC presented the regional project solicitation and selection process as well as comments on the project content and stated and implied policies of the draft Ten Year Plan. In November, 2019, a final set of comments on the draft 2021-2030 Ten Year Plan were submitted to NHDOT.

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:

- ✓ **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 adaption 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.
- ✓ **Placemaking Fact Sheet:** Staff created and distributed a fact sheet for communities repurposing transportation infrastructure as outdoor dining and other non-transportation uses during the Covid-19 pandemic.
- ✓ **Land Use Impact on Drinking Water:** Provided technical assistance to NH Department of Environmental services regarding NH Drinking Water Source Protection Strategy and regional land use and transportation infrastructure impacts to drinkingwater sources.
- ✓ **Coastal Adaptation Workgroup (CAW):** Staff attended bimonthly CAW meetings 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; 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 2021 NH Climate

Summits; Attended and follow up on NOAA grant webinar "Effects of Sea-level Rise Program"; American Planning Association - Economics of Climate Resilience webinar focused on impacts to transportation infrastructure; 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.

- ✓ ***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. Staff assisted NH Department of Environmental Services, Town of North Hampton, and Little Boars Head Village District review potential roadway and tidal crossing impacts due to climate change as part of the Town and Village Coastal Hazard Master Plan Chapters; Attended Southern Maine Planning and Development Commission sustainability webinar; Presented the Seacoast Transportation Corridors Vulnerability Assessment to the Hampton Beach Area Commission as well as the ACEC-NH/NHDOT Technical Transfer Conference.
- ✓ ***FHWA Extreme Weather Resilience Conversation Series:*** RPC Staff presented as part of the FHWA webinar series exploring the connections between transportation planning and hazard mitigation planning. Staff provided the "local perspective" on integrating climate considerations into state and municipal hazard mitigation planning as well as addressing cascading impacts.
- ✓ ***MS4 Requirements Assistance:*** Provided technical assistance to local municipalities to implement requirements of the MS4 Stormwater Permit with review of roadway regulations, opportunities to reduce stormwater runoff from entering local and state roadways, 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. Participated in regional Seacoast Stormwater Coalition meetings to understand tools and guidance being developed by regional coalition of municipalities to comply with the Permit.
- ⇒ ***Eco-logical Principles:*** Began development of a dataset of environmental information in areas around projects identified in the Long Range Transportation Plan.
- ✓ ***Local Hazard Mitigation Plans:*** A scan of community hazard mitigation plans was completed and a list of transportation related projects assembled. This information will be incorporated into the full update of the Long Range Transportation Plan that is starting in the fall of 2021.

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 meetings in February, March, May, and December 2020 and May, 2021. Meetings during 2020

focused primarily on the development of project selection criteria for the Ten Year Plan and progress on project selection. The May 2021 meeting featured a presentation related to Streetlight Data, electric vehicle infrastructure planning, and updates on the State Ten Year Plan.

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 meetings discussing the status of the Transportation Improvement Program and monthly revisions and quarterly amendments to that document. In addition, discussion at the Interagency meetings included updates from Federal and State agencies on topics of interest to the group and other coordination issues. RPC staff assembled the meeting notes for the October 2019, August 2020, and June 2021 meetings.

Task 205 Transportation Improvement Program

OBJECTIVE:

To maintain the current four-year Transportation Improvement Program (TIP) through amendments and minor revisions, approve the subsequent TIP, and related activities to meet the requirements of 23 CFR § 450.326.

ACCOMPLISHMENTS

- ✓ **2021 Transportation Improvement Program (TIP):** The 2021 TIP was approved by the MPO on March 10, 2021 and the STIP was approved by FHWA and FTA on April 24, 2019. The document establishes the projects proposed for implementation over fiscal years 2021-2024 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 February 8, 2021 and concluded on March 9, 2021 and was followed by a public hearing on March 10, 2021 at the MPO Policy Committee meeting.
- ✓ **TIP Amendments:** Processed [Amendments](#) 1 through 4 to the FY2019 TIP and started Amendment 1 to the 2021 TIP (finalized in July 2021). 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.

- 2021 TIP Amendment #1 – Approved 7/14/2021
- 2019 TIP Amendment #4 – Approved 5/13/2020
- 2019 TIP Amendment #3 – Approved 2/12/2020
- 2019 TIP Amendment #2 – Approved 12/11/2019
- 2019 TIP Amendment #1 – Approved 7/10/2019

- ✓ **TIP Administrative Adjustments:** Processed [TIP Administrative Adjustments](#) during each month of Fiscal Years 2020 and 2021. 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 refined to better utilizing and process 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 2019 and 2020. 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. Found at: www.therpc.org/obligatedprojects
- ⇒ **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:

- ✓ **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) as well as the expanded tools and roadways set to conduct regional travel time analyses for Interstate Highways and Non-Interstate National Highway System roadways, as well as the remaining state highways in the region. This information is utilized for congestion scans and Travel Time Reliability (TTR) metrics and helps the MPO understand if it is meeting travel reliability targets.
- ✓ **Regional Crash Data Analysis:** A draft regional analysis of crash data was conducted and shared internally with staff for various uses including on the High Safety Improvement Program (HSIP) committee.
- ⇒ **Congestion Management Process (CMP):** Staff began work on an update to the Congestion Management Process originally approved by the MPO in 2010. The focus of this update is fully integrating performance measures and targets into the document and refining approaches and strategies. In addition, staff is developing a GIS based StoryMap that will allow for easier annual updating and reporting of current conditions utilizing the NPMRDS, the expanded tools provided by the CATT Lab, and expanded roadways provided by INRIX. The CMP and StoryMap are in draft form as of the end of FY21 and will be finalized in the fall of 2021 (FY22).
- ⇒ **Regional CMP Report:** An ESRI GIS based [Congestion Management Process StoryMap](#) will be utilized instead of a written report to facilitate more consistent and efficient reporting of congestion statistics and metrics. Most data from the NPMRDS is available within a few months of collection and this would allow the MPO to update for each previous year in the spring of the new year. The StoryMap allows the user to examine multiple metrics and years of data at a regional and local level. This is currently in draft form and will be finalized in Fall 2021 (FY22).

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):*** The [MPO Long Range Transportation Plan](#) was revised and adopted in conjunction with the adoption of the 2021-2024 TIP in March, 2021. This update focused on further 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. Review of regional housing data and housing assessment for incorporation into long-range planning was reviewed, but was delayed due to delays in 2020 census data availability. Some additional aspects of the LRTP were worked on throughout the course of the UPWP. The update included various GIS maps as well.
- ✓ ***2045 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 1 and 4 to the 2019-2022 TIP and Amendment 1 of the 2021-2024 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 2023-2032 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](#) development process. In preparation for the development of the 2021-2030 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) built upon that set of selection criteria for the 2023-2032 Ten Year Plan and expanded and modified them to incorporate additional considerations. Additional time was spent further defining the criteria and understanding the various considerations that go into measuring the impact that each project has in that particular metric. RPC applied these criteria slightly differently based on the identified scale of the project (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.
- ✓ ***NPMRDS:*** RPC continued to utilize 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 almost all state highways.
- ✓ ***Performance Measures and Targets:*** The MPO implemented the MAP-21 and FAST Act required performance measures during the 2020-2021 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 2021 MPO TIP (FY 2021-2024) and the 2045 Long Range Transportation Plan.
- ✓ ***Highway Safety Improvement Program (HSIP) Performance Measures:*** The final rule on 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 FY20 and FY21 within the timeframe 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 and that has continued to be included.

- ✓ ***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. These targets will be updated in 2022.
- ✓ ***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 percent 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. These targets will be updated in 2022.

- ✓ **Public Transit Agency Safety Plan Performance Targets:** On July 19, 2018 the Federal Transit Administration published the Public Transportation Agency Safety Plan (PTASP) final rule which requires certain transit operators to develop safety plans and implement Safety Management Systems (49 CFR Part 673). The rule required compliance for transit agencies July 20, 2020 however this deadline was extended to December 31, 2020 with MPOs provide another 180 days to implement regional transit safety targets based on the PTASPs. The targets deal with four areas of transit safety: Fatalities, Injuries, Safety Events, and System Reliability differentiating between Fixed Route, Demand Responsive and Intercity transit services. The RPC MPO has two public transportation agencies serving the MPO region: COAST in the Seacoast and the Manchester Transit Authority (MTA) which now operates CART transit service in Salem and Hampstead in the MPO region. MTA adopted its PTASP on February 23, 2021, and COAST adopted an update to its PTASP effective June 1, 2021. Boston Express operates commuter and intercity bus service in the I-93 corridor and receives limited FTA operating support to sustain this operation given its origin as mitigation for Salem-Manchester I-93 highway expansion project. UNH Wildcat Transit is not required to develop a PTASP nor is C&J Trailways as neither receives FTA operating support. The RPC Adopted Regional Public Safety Transit Targets at the July 14, 2021 Policy Committee meeting.

TASK 209 Air Quality Conformity

OBJECTIVE:

To complete work related to satisfying the requirements of the Clean Air Act Section 176(c), 40 USC § 93, and other policy documents from FHWA and EPA relating to air quality conformity.

ACCOMPLISHMENTS:

- ✓ **Air Quality Conformity Analysis:** The *South Coast Air Quality Management District v. EPA* decision requires that the MPO make a full conformity determination for federal approval of the TIP and LRTP. Funding for a regional travel demand model update was incorporated into the FY18-19 UPWP to ensure that this could occur. 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 fulfilling the requirements of the most recent Transportation Conformity Rule (40 CFR Part 93) so additional language has been included in the subsequent TIP and LRTP to document that and the *South Coast* findings.

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 2020-2021 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:

- ✓ ***General Regional Bicycle/Pedestrian Planning:*** Provided assistance to New Castle and Rye in planning for bicycle and pedestrian safety improvements on NH1A and NH1B. Completed a study of priorities for shoulder widening for the Town of Rye at town request. Completed FHWA Measuring Multimodal Network Connectivity Pilot Grant in collaboration with the three other NH MPOs plus CNHRPC and Plymouth State University. This involved developing a consistent, multi-region Bicycle Level of Traffic Stress (LTS) analysis across the five planning regions and developing LTS-based performance measures to be used by the MPOs in project identification and prioritization. This work was largely outside the UPWP through a separate grant but final wrap-up work on the project was funded under the UPWP. Staff conducted automated trail user counts at multiple locations on the Rockingham Recreation Trail, Salem Bike/Ped Corridor, Old Eastern Marsh Trail and Clipper City Rail Trail using Eco-Counter pyro-box optical counter. Coordinated with Friends of the Salem Bike/Ped Corridor for companion manual count. Staff have developed a list of monitoring sites based on previous manual count locations and high-volume areas identified through Strava Metro data analysis.
- ✓ ***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 CSAC meetings which resumed in Summer 2021 following a long hiatus due to

COVID, participated in the Project Advisory Committee for the update to the Statewide Pedestrian & Bicycle Plan including organizing public outreach events and reviewing chapter drafts, peer sharing 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.

- ⇒ **Regional Bicycle & Pedestrian Plan:** The approach for the Regional Bicycle and Pedestrian 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, organizing and promoting a public input session at Portsmouth Public Library and Exeter Farmer's Market in fall 2019, defining regional ped/bike infrastructure priorities for inclusion in the State Plan, and reviewing drafts of chapters as completed and circulated by Alta. With the State Plan nearing completion, we anticipate development of the Regional Plan during the 2022-2023 biennium drawing on input from the statewide process, the BLTS project, STRAVA data, and additional input gathered through the coming update to the MPO Long Range Transportation Plan.
- ✓ **Seacoast Bike Month and Bike/Walk to Work Day:** RPC coordinated regional activities for the 18th and 19th annual Seacoast Bike Month and Bike/Walk to Work Day events around the region. Due to COVID-19 these events were restructured in both years of the biennium, transitioning to a virtual format rather than the traditional free bicycle/pedestrian commuter breakfasts around the region and annual Bike Month kickoff event in downtown Portsmouth. Virtual events included webinars on cold weather commuting skills, bikepacking, fix a flat clinics, and a do it yourself bike tune-up clinic. For 2021 RPC and SRPC organized a regional trail passport project to encourage people to explore the many rail trail and single track networks across the two planning regions. The Business to Business (B2B) Commute Challenge continued despite COVID and engaged involved 611 smart commuters, 33 teams, 9,629 total trips, 351,329 avoided auto miles, 162 tons of avoided CO2 emissions, and \$200,258 in avoided auto commuting expenses.
- ✓ **New Hampshire Seacoast Greenway:** Staff continued to facilitate the regional NH Seacoast Greenway Advisory Committee, working to develop the NH segment of the East Coast Greenway. Work during the biennium included organizing meetings of the Advisory Committee, meetings with NHDOT and Greenman Pederson staff on the design phase of the Hampton-Portsmouth phase one segment of the trail, completion of a Trailhead Access Analysis to identify potential for public access at the 23 crossings of the Hampton Branch between Portsmouth and Seabrook, assistance to the Town of Hampton Falls in developing a Ten Year Plan project proposal for the Hampton/Hampton Falls Marsh segment of the trail, update presentations to local trail committees and the NH Rail Trail Conference, and securing a technical assistance grant from the National Park Service Rivers and Trails Conservation Assistance Program (RTCA) to undertake five key trail development tasks including community connections planning, trailhead conceptual design, interpretive signage design, development of a signage plan and organizational development assistance to the newly formed non-profit NH Seacoast Greenway Alliance.
- ✓ **Northern New England Spine Route:** Beyond development of the Greenway staff also participated in the Rails to Trails Conservancy's workgroup planning a Northern New England Spine Route across four states, completed trail user counts for the Salem Bike/Ped Corridor, Rockingham Recreation Trail and Old Eastern Marsh Trail; and provided technical assistance to volunteers working on the Rockingham Recreation Trail on efforts to expand trailhead parking.

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 the May 2021 revision and then increased slightly as part of the June 2021 revision. These budget adjustments during the contract period modified the expenditures to reflect updated expectations, and in the end, 1345 hours of staff time was spent on public involvement related work. Support of the TAC and Policy committees accounted for 50% of hours expended in this category with the bulk of the remainder going towards general outreach (45%) in the region. The time involvement for the TAC (fewer than usual) and Policy meetings (more than usual) was reduced as most of the meetings were held in a virtual setting which eliminates travel and some of the set-up time for each. Highlights of work in Category 300 include:

- 11 Transportation Advisory Committee meetings
- 10 MPO Policy Committee Meetings
- Revised Public Participation Plan
- Continued investment in PublicInput.com community engagement platform and conducted 18 successful surveys with nearly 2,800 participants providing nearly 124,700 responses and over 3500 open comments on a variety of surveys on topics of local and regional interest.
- Conducted internal process surveys with TAC/Policy committees to facilitate project selection process and TIP/Plan comments.
- Contributed monthly transportation articles to RPC Newsletter

Figure 10: Compares revised budget vs actual funds and hours for Category 300 and subtasks.

	Hours	Budgeted Hours	% Hours Expended	Personnel	Non-Personnel	Total Billed	Budget	% Expended
301 MPO TAC	371	410	90%	\$31,398	\$0	\$31,398	\$30,969	101%
302 RPC Meetings	6	6	100%	\$611	\$0	\$611	\$611	100%
303 Public Participation Plan	61	61	100%	\$4,854	\$0	\$4,854	\$4,853	100%
304 Public Outreach	607	558	109%	\$47,375	\$6,266	\$53,640	\$49,586	108%
305 MPO Policy Committee	300	315	95%	\$27,465	\$80	\$27,545	\$29,061	95%
TASK 300 Total	1345	1350	100%	\$111,703	\$6,346	\$118,049	\$115,080	103%

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 September and December of 2019, January, April, June, July, September of 2020 as well as January, February, March, and June of 2021. Items presented to the TAC included:

Diesel Emissions Reduction Act State Clean Diesel Grant Program; 2021-2030 Ten Year Plan Process/GACIT Hearings; 2023-2032 Ten Year Plan and LTRP Project Solicitation and Project Selection Process; 2019 Congestion Mitigation & Air Quality (CMAQ) Process; NH 33 Congestion Analysis; Age Friendly Communities Grant Proposal; Local Public Agency (LPA) Project Administration Process; RPC/SRPC absorption of commuteSMART Seacoast; Merger of the Derry-Salem CART transit system with the Manchester Transit Authority; Derry/Salem/Manchester Transit Coordination Plan Update; 2018-2019 UPWP Performance Report; MPO Annual HSIP (Safety) Performance Targets for 2020 and 2021; 2019 TIP Amendment #2-4; 2021 TIP and 2045 Long Range Transportation Plan update process; 2021 TIP Amendment 1; Electric Vehicle Infrastructure options, opportunities, and programs; MPO Public Participation Plan update; Bike/Walk to Work Month (2020 and 2021); Transportation Alternatives Program process, project review, and prioritization; Pavement and Bridge (PM2) and Travel Time Reliability (PM3) Performance Targets; Level of Traffic Stress (LTS) Study; New Hampshire Seacoast Greenway progress updates; New Hampshire Seacoast Greenway Trailhead Access Analysis; Review and approval of the 2022-2023 Unified Planning Work Program (UPWP); Congestion Mitigation Process (CMP) update; MPO Transit Safety Performance Targets; Seacoast Transportation Corridors Vulnerability Assessment

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 March 2021. This update focused on incorporating virtual meetings as part of the menu of MPO public engagement techniques given the need for these during the COVID-19 pandemic. The update also incorporated information on the merger of CART with the Manchester Transit Authority, updates to the RPC MPO website, and MPO efforts to engage underrepresented groups including older adults, individuals with disabilities and communities of color.
- ✓ ***Title VI Civil Rights Program:*** Staff initiated an update to the MPO Title VI Civil Right Program. This has included an updated analysis of race and ethnicity in the MPO region, low income populations as well as populations with Limited English Proficiency. Updated mapping is being completed early in the new biennium with .
- ✓ ***Expanding Availability of Online Participation in MPO process:*** Due to the need to pivot to an online format due to the COVID-19 pandemic, RPC established the ability to host full virtual

meetings and hearings for MPO functions. This enhanced ability allows the RPC to expand participation to meetings and to provide greater transparency.

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 is 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. RPC has been able to post general Facebook and Twitter posts (with approximately 400 posts per year) reaching thousands of users, but has also been able to target specific posts to community-specific Facebook groups and Twitter accounts to garner response to specific projects.
- ✓ ***RPC Newsletter:*** RPC continues to publish a monthly [newsletter](#) to share a variety of planning news, updates on projects and resources related the MPO and transportation planning. The newsletter reaches approximately 450 local, regional and state stakeholders.
- ✓ ***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 multiple forums with Representative Pappas as well as staff from the offices of Senators Shaheen and Hassan. Each of these involved RPCs/MPOs and in some cases transit providers and other stakeholders to discuss general transportation and transportation issues, as well as with Seacoast communities to discuss infrastructure impacts of climate change and sea-level rise.
- ✓ Staff also initiated new outreach work with underrepresented communities. This has included pursuing and securing a grant from the Tufts Health Plan Foundation for a regional Age Friendly Communities initiative that will work with communities to prepare for a growing older adult

population in terms of housing and transportation options as well as a range of other elements of livability. This has also included outreach to communities of color through the Endowment for Health, Seacoast NAACP based in Portsmouth and the Racial Unity Team based in Exeter.

- ✓ **PublicInput.com:** We launched 30 projects in the publicinput.com engagement portal over the course of the UPWP and received nearly 13,000 views. Nearly 4,000 participated in a survey for a total of 154,300 responses. In addition, these participants made 4,775 written comments. The engagement portal was also used to enable participation in a public hearing during April of 2020. Some examples of these surveys are here:

- <https://publicinput.com/2021TIP>
- <https://publicinput.com/PlaistowMainSt>
- <https://publicinput.com/HFUS1>

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, October, and December of 2019, February, May, August, and October of 2020, and February, March, and April of 2021. 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:

Diesel Emissions Reduction Act State Clean Diesel Grant Program; 2021-2030 Ten Year Plan Process/GACIT Hearings; 2023-2032 Ten Year Plan and LTRP Project Solicitation and Selection Process; 2019 Congestion Mitigation & Air Quality (CMAQ) Process; NH 33 Congestion Analysis; Age Friendly Communities Grant Proposal; Local Public Agency (LPA) Project Administration Process; RPC/SRPC absorption of commuteSMART Seacoast; Merger of the Derry-Salem CART transit system with the Manchester Transit Authority; Derry/Salem/Manchester Transit Coordination Plan Update; 2018-2019 UPWP Performance Report; MPO Annual HSIP (Safety) Performance Targets for 2020 and 2021; 2019 TIP Amendment #2-4; 2021 TIP and 2045 Long Range Transportation Plan update process; 2021 TIP Amendment 1; Electric Vehicle Infrastructure options, opportunities, and programs; MPO Public Participation Plan update; Bike/Walk to Work Month (2020 and 2021); Transportation Alternatives Program process, project review, and prioritization; Pavement and Bridge (PM2) and Travel Time Reliability (PM3) Performance Targets; Level of Traffic Stress (LTS) Study; New Hampshire Seacoast Greenway progress updates; New Hampshire Seacoast Greenway Trailhead Access Analysis; Review and approval of the 2022-2023 Unified Planning Work Program (UPWP); Congestion Mitigation Process (CMP) update; MPO Transit Safety Performance Targets; Seacoast Transportation Corridors Vulnerability Assessment

Category 400: Planning Support

Category 400 encompasses the transportation data collection program for the MPO, GIS data analysis and mapping, and the maintenance and use of the regional travel demand model. Time and resources spent in this category were lower than originally anticipated largely due to the limited data collection efforts conducted during the Covid-19 pandemic, and the budget for this category was reduced by approximately \$35,000 between the two budget revisions as the stream crossing and road surface data collection efforts were suspended. Additional resources were focused instead on travel demand model improvements and other “desktop” data analysis and mapping efforts. In addition, the MPO purchased traffic counting equipment to ensure that we could respond to community requests and other data collection needs with the return to more normal working conditions. Overall, expenditures in this category were on target with hours coming in at 98% and costs at 99% of the revised budget. Additional traffic counting equipment (new tubes, mastic, and other accessories) purchases and the addition of ESRI Network Analyst software resulted in a slight overage in Task 405. Additional time spent updating the model to run on the most recent iteration of TransCAD and addressing related coding issues resulted in a slight overage in that task area as well. Task 407 was substantially over the budget largely due to the publicinput subscription being billed to that category but budgeted under Task 304. Hours and funds spent on the task areas within Category are shown in **Figure 11**, and highlights of specific projects include:

- 315 traffic counts conducted
- Updated Travel Demand Model software to TransCAD 8 and substantial coding improvement.
- Completed SADES RSMS process for Hampstead.
- Sidewalk connectivity analysis completed
- Updating, compiling, and cleaning crash data for the region.

Figure 11: Compares revised budget vs actual funds and hours for Category 400 and subtasks.

	Hours	Budgeted Hours	% Hours Expended	Personnel	Non-Personnel	Total Billed	Budget	% Expended
401 Traffic Counts	229	252	91%	\$13,583	\$45,938	\$59,521	\$62,137	96%
402 SADES Inventories	301.5	302	100%	\$14,324	\$59	\$14,383	\$14,398	100%
403 Geographic Info. Systems	2227	2281	98%	\$140,326	\$1,550	\$141,876	\$150,107	95%
404 Demographics	57.5	77	75%	\$3,867	\$0	\$3,867	\$5,180	75%
405 Equipment	46.5	45	103%	\$3,053	\$28,341	\$31,394	\$29,656	106%
406 Travel Demand Model	312.5	294	106%	\$18,139	\$7,500	\$25,639	\$23,605	109%
407 Memberships & Subscr.	0	0	0%	\$0	\$15,615	\$15,615	\$8,884	176%
TASK 400 Total	3174	3251	98%	\$193,292	\$99,002	\$292,294	\$293,967	99%

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. 142 of 147 proposed counts were completed for the 2019 count season and 165 of 165 proposed counts for the 2020 count season.
- ✓ ***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 Greenland to investigate concerns with truck diversion on Portsmouth Avenue and from NHDOT Traffic Bureau to address concerns with volume on NH 84 in Hampton Falls.
- ✓ ***Pedestrian & Bike Counting Program:*** Automated counts were taken on the Rockingham Recreation Trail in Newfields, Epping and Raymond; on the Salem Bike/Ped Corridor in two locations, on the Old Eastern Marsh Trail and the Clipper City Rail Trail. Manual counts were taken in conjunction with the Salem automated counts. 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 Inventories

OBJECTIVE:

To work with NHDOT and the T2 Center to collect road surface condition, stream crossing, and other data in common formats and with consistent attributes using the SADES format and process to build community RSMS [Road Surface Management Systems], the Stream Crossing Inventory, and other datasets as appropriate.

ACCOMPLISHMENTS:

- ✓ ***RSMS Training:*** Staff participated in UNH T2's training for the SADES system: CCDS, Pedestrian Infrastructure, Stream Crossing, and RSMS.

- ✓ **RSMS Implementation:** Staff implemented RSMS in one RPC community: Hampstead. This involved data collection, analysis, forecasting, reporting, and presenting the results to various municipal officials. RSMS implementations were paused during 2020 and 2021 due to concerns regarding COVID-19. Staff also worked to extend the forecasting period for Newington from 3 years to 5 years based on updated guidance from the T2 Center.
- ✓ **SADES Stream Crossing Vulnerability Analysis:** Data collection efforts occurred during the summer of 2019 but were curtailed during summer 2020 and 2021 due to concerns regarding COVID-19. All remaining QA/QC comments from DES for stream crossings in the region were addressed.
- ✓ **Aquatic Resource Mitigation (ARM) Fund Analysis:** Utilized the SADES Stream Crossing Data to prioritize stream crossings eligible for ARM funds. This included data collection, data analysis, and creation of a StoryMap. The StoryMap of priority sites was shared with municipalities to assist them with the ARM fund application process.

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 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. Staff created a sidewalk layer utilizing aerial imagery, open-source data, and municipal data
- ✓ **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.
- ✓ **National Wetlands Inventory:** The National Wetlands Inventory (NWI) data in the Seacoast region was updated into the RPC database while continuing to maintain the existing NWI where needed.
- ✓ **Sidewalk Gap Planning:** Staff analyzed newly created sidewalk to help identify network gaps with the goal of identifying areas and intersecting road segments that are likely to be dependent on pedestrian infrastructure. Target analysis included analyzing various demographic factors focusing on disadvantaged groups such as seniors, those with disabilities, and lower incomes. The outputs provide a total weighted priority score for pedestrian infrastructure in both areas

and individual road segments. This analysis will be incorporated into the Long Range Transportation Plan and other planning efforts within the region.

- ✓ **Geocoding:** The Geocoding data service has been updated several times a year throughout and the data is used 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:** Local databases were updated to incorporate the state's release of 2017-2019 crash data. This information was utilized for the regional crash analysis.
- ✓ **NHDOT Quarterly Snapshot:** The data included in the NHDOT Quarterly Snapshots were 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.
- ✓ **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.
- ✓ **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. In addition, the GIS staff has documented and shared data back to GRANIT for general use, where applicable.
- ✓ **HSIP Problem Area Analysis:** RPC continues to work on analysis of crash locations in the region that are eligible for the Highway Safety Improvement Program and staff is examining locations that have had at least one fatal or serious injury crash in the previous 10 years. This analysis is undertaken in parallel with the adoption of annual HSIP targets and the results will be refined and incorporated into the MPO LRTP.
- ✓ **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.
- ✓ **Regional Model Build Out sampling:** Work on Regional buildout model for use with Regional Transportation Model: Staff continued to explore methods, tools and data that can be leveraged for future inputs into the regional transportation model.
- ✓ **Seacoast GIS User's Group:** Attend group meetings to discuss improving GIS data management and regional integration.

Task 404 Demographics

OBJECTIVE:

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

ACCOMPLISHMENTS:

- ✓ **2010 Census and Related Data:** Census data was used, extracted and updated for the Long Range Transportation Plan, transit planning and Title VI efforts.
- ✓ **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. The RPC participated in the 2020 PSAP effort by the census bureau to define tabulation areas and ensure their congruency with our transportation model.
- ✓ **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.
- ✗ **Regional Population Projections:** Population projections were last updated in 2016 with the intention to wait until after the 2020 census for any further efforts. Census data received in August 2021 is anticipated to be utilized to develop population projections in 2022.

Task 405 Equipment and Resources

OBJECTIVE:

The purchase of equipment and transportation planning resources such as books, manuals, and software required to perform the transportation planning process.

ACCOMPLISHMENTS:

- ✓ **Traffic Counting Equipment - New:** New traffic counting tubes and other traffic counting equipment were purchased. Staff continued to maintain our ability to set traffic counters within the region as needed.
- ✗ **Traffic Counting Equipment - Repairs:** No repairs to traffic counting equipment were necessary. Only tubes were damaged and those are replaced rather than repaired.
- ✓ **Transportation Planning Resources:** The 10th Edition of the ITE Trip Generation Manual was purchased.
- ✓ **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.
- ✓ **GIS staff implementataion of ArcGIS Online:** The GIS staff found more growth in the AGOL area during this UPWP period and continually adapted, adopted and refined tools from this newer platform in assistance to the UPWP efforts and goals.
- ✓ **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:** An upgrade license for Synchro 11 was purchased to continue the utilization of that software. The license includes three years of technical support.

- ✓ **Computer Hardware and Software:** Purchased and prepared computers for transportation staff and interns as required.
- ✓ **Fleet Vehicle:** Performed service inspection 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.
- ✓ **Future Enhancement List:** Staff and consultant developed list of additional low, medium, and high priorities to work on over the next UPWP. High priorities include updating the model to run in TransCAD 8.0 and increasing model run speed.
- ✓ **Enhance Model Capabilities:**
- ✗ **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 Reviews conducted by FHWA in January of 2013 and 2017. 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. That work has not occurred although there were some discussions relating to whether vehicle probe data (such as that provided by Streetlight) could be utilized in place of a traditional household travel survey.
- ✗ **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. While it was

hoped that the MPO could get started on this during the FY20-21 UPWP, it did not occur. The RPC will be undertaking an update to the Regional Housing Needs Assessment during FY 22 and FY 23 and the current plan is to integrate some land use modeling into this process to facilitate the land use needs of the regional travel demand model.

Task 407 Memberships, Subscriptions & Professional Costs

OBJECTIVE:

To fund agency subscriptions to transportation planning/engineering periodicals, memberships in professional organizations such as Association of Metropolitan Planning Organizations (AMPO), National Association of Regional Councils (NARC) (Transportation Planning Only) and other professional costs.

ACCOMPLISHMENTS:

- ✓ ***AMPO/NARC Memberships:*** Renewed AMPO membership and NARC Membership (Transportation Section only)

Category 500: Technical Assistance

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 (98%) and costs (100%). Technical assistance to communities and transit planning. Slightly 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 additional work with the Public Transit agencies. Statewide assistance (503) and LPA Program Support (504) were also slightly over budget in terms of both hours and funds. More time was spent than originally anticipated assisting NHDOT by participating on Project Advisory Committees as well as sitting on the HSIP Advisory Committee. Time spent assisting communities with TAP and CMAQ projects was also slightly more than initially anticipated. 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 700 hours of technical assistance to communities and regional planning partners
- Participation on 9 NHDOT Project Advisory Committees
- Extensive coordination of activities with other NH MPOs and NHDOT
- 900 hours of assistance to regional transit agencies.
- 300 hours of assistance to two Regional Coordinating Councils

Figure 11: Compares revised budget vs actual funds and hours for Category 400 and subtasks.

	Hours	Budgeted Hours	% Hours Expended	Personnel	Non- Personnel	Total Billed	Budget	% Expended
501 Local Tech. Assistance	671.5	663	101%	\$61,185	\$590	\$61,775	\$61,366	101%
502 Statewide Assistance	168	161	104%	\$15,659	\$80	\$15,739	\$15,056	105%
503 LPA Program Support	132.5	127	104%	\$12,414	\$0	\$12,414	\$11,712	106%
504 Special Projects	0	0	0%	\$0	\$0	\$0	\$0	0%
505 Regional Coord Councils	302	347	87%	\$23,382	\$178	\$23,560	\$25,558	92%
506 Transit Planning	932.5	936	100%	\$75,675	\$872	\$76,547	\$76,087	101%
507 TDM Planning	220.5	236	93%	\$14,747	\$9	\$14,756	\$15,105	98%
TASK 500 Total	2427	2470	98%	\$203,061	\$1,728	\$204,789	\$204,884	100%

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 such as the following:
- Assembled data on transportation providers in the region for NOAA
 - Discussed general transportation planning needs with the Town of Kingston and projects in the State Ten Year Plan.
 - Discussed traffic and transportation issues in Newfields with the town planning board. Conversation focused on issues at the NH 108/NH 85 intersection.
 - Discussed NH 108 Rowe's Corner redesign with Newton Planning Board
 - Assisted UNH Students with data for North Hampton NH 111/NH 151 intersection design project.
 - Discussed Washington Road improvements with the Rye Town Center Committee
 - Developed a master plan transportation chapter StoryMap template
 - Provided Vehicle Miles of Travel data to the City of Portsmouth
 - Participated in PlanNH panel on Covid-19 impacts on the transportation system
 - Prepared materials for the Hampton Beach Area Commission explaining the transportation planning process and how projects from the Hampton Beach Transportation Master Plan update would be incorporated into the MPO LRTP.
 - Discussion with Town of Salem regarding Long Range Transportation Plan projects and the Ermer Road Road Safety Audit.
 - Assisted town of Greenland with additional traffic counts on NH 33 and Portsmouth Avenue.
 - Provided Town of Plaistow with traffic data for the Master Plan Transportation Chapter.
 - Participated in discussions between the towns of Epping and Fremont regarding conflicting land uses along Shirkin/Shirking road and options for improving the roadway, improving safety, and reducing the impact of truck traffic.
 - Updated information on major regional transportation projects for the annual CEDS document update for REDC.
 - Provided technical assistance to the Town of Stratham regarding to proposed industrial developments on Marin Way and NH 111.
 - Met with SRPC and Southern Maine Planning and Development Commission (SMPDC) to discuss cross-border issues and common transportation needs.
 - Made multiple presentations to local boards and other organizations including participation in PlanNH Panel on COVID impacts on the transportation system

- Discussed land conservation adjacent to Hampton Branch Rail Trail with the Southeast Land Trust
 - Reviewed a case study of the US 1 Corridor Study and the Access Management MOU from the Center for Urban Transportation Research and provided edits/corrections and specific information for Seabrook and Hampton Falls.
 - Participated in an interview from Volpe Center staff and provided edits/corrections to a case study discussing our efforts related to performance based planning and programming.
 - Reviewed Volkswagon settlement and the NH VW Environmental Trust funding announcement and applicability to the MPO region.
 - Worked with the Town of Newington on the Nimble Hill Road shoulder project proposal that was discussed as a possible TAP submittal.
 - Reviewed Newington Master Plan Transportation Chapter
 - Reviewed Hampton Beach summer traffic pattern and “Sand Plan”
 - Reviewed municipal vehicle registration dataset from DOS/DMV and calculated potential proceeds from \$5 option fee for each RPC.
- ✓ **Legislation and Policy Research:** At request of member communities through the MPO Legislative Policy Committee, staff researched several transportation issues regarding increasing weight limits on state highways, several proposed changes to traffic laws related to bicycling, and increasing the allowable amount for the the “local option” supplemental vehicle registration fee enabled under RSA 261:153:VI.
- ✓ **Roadway Safety:** Assisted Towns of Hampstead and North Hampton with preparation of materials for Road Safety Audits on NH 111 and NH 151 respectively. Also assisted the City of Portsmouth with a crash analysis on municipal roadways. Participated in discussions between NHDOT, the Town of Greenland, the Town of North Hampton and state legislators regarding safety concerns on NH 33 in Greenland and NH 151 in North Hampton after a fatal crashes in those communities.
- ✓ **Comments on Traffic Impact Studies and Development Proposals:** RPC staff reviewed subdivision and commercial site plan developments along state highways within the Towns of Epping, Exeter, Fremont, Greenland, Kingston, Newton, and North Hampton 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 Town of Newton industrial park on NH 108, and Town of Kingston 800,000 square foot distribution center on NH125.
- ✓ **CEDS:** Prepared data for the annual and five-year updates for the Regional Economic Development Center (REDC) Comprehensive Economic Development Strategy (CEDS) planning document. This includes updates on the status of ongoing transportation projects as well as future planned improvements.

- ✓ **Portsmouth Naval Shipyard (PNSY) Joint Land Use Study (JLUS):** Continued Participation on the Working and Policy Committees for the PNSY JLUS through its conclusion and transition to implementation. This study was conducted by the Southern Maine Planning and Development Commission and analyzed the impact that PNSY is having on traffic and adjacent portions of Kittery. The study examined the wider region surrounding the shipyard and developed 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. RPC continues to participate on the implementation committee for this project.
- ✓ **Support and Technical Assistance to Scenic Byways Corridor Committees:** RPC and SNHPC have provided ongoing assistance to the RFOSC Byway Council. Also worked with SNHPC, other planning commissions and regional Scenic Byway Councils on scope for proposal the National Scenic Byways Program to support a coordinated, statewide scenic byways public communication initiative. Letter of Interest submitted and awaiting final NOFA details
- ✓ **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 (PfPNH) 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. The PfPNH group paused meeting during much of the COVID-19 lockdown but began meeting regularly again during the summer of 2021.
- ✓ **Beach Parking Analysis:** At the request of the local communities, RPC performed GIS analysis on coastal beach parking capacity to assist in understanding how much could be allowed during pandemic lockdowns and still maintain adequate social distancing on the beaches.
- ✓ **NH 33 Congestion Analysis:** Conducted an analysis of congestion on NH 33 in Greenland to identify the scope of the problem raised by the community. Utilizing travel time and speed data from the NPMRDS staff was able to isolate the cause of congestion to operations at the NH 33/Bayside/Winnicut Road intersection traffic signal where traffic volumes are near capacity at certain times of the day. Analysis concluded that queues from the signal appear during the AM and PM peak periods however travel through that section of NH33 is delayed only slightly as there is just the single point of congestion.
- ⇒ **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.

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 and on project or program advisory committees. Work in this task area supports fulfillment of MPO goals in the Long Range Transportation Plan (LRTP) as well as responsibilities relating to the conceptual planning, development and implementation of the projects in the LRTP and TIP, the monitoring of projects in the TIP, the coordination of Performance Based Planning with NHDOT and other MPOs, as well as furthering the MPO role including public involvement in the transportation planning process and as planning liaison between NHDOT and the communities of the region.

ACCOMPLISHMENTS:

- ✓ ***Epping 29608:*** RPC staff are participating in the Advisory Committee for this project that is undertaking improvements to NH 125 between Brickyard Plaza and NH 87 in Epping. This has included a one-on-one meeting with the consultant team as well as several advisory committee meetings where staff has provided feedback on the bicycle and pedestrian infrastructure needs, access management, and traffic control and flow improvements necessary.
- ✓ ***Hampton 40797:*** RPC staff is participating in the Project Advisory Committee for this project which is developing improvements to Ocean Blvd and Ashworth Avenue in Hampton. Staff has discussed traffic flow requirements, bicycle and pedestrian infrastructure needs, as well as stormwater and resiliency issues in the area.
- ✓ ***Hampton Falls 29610:*** This project is a planning study to better understand the need for improvements to US 1 through the Hampton Falls town center. RPC staff has participated in the Project Advisory Committee meetings, a public information meeting, and an engineering team workshop discussing improvement options. Staff is assisting NHDOT and the consulting engineering team through the development of public engagement surveys utilizing the MPO's publicinput.com engagement portal. Two surveys have been fielded with approximately 150 responses returned. The second survey closed after the conclusion of the FY20-21 UPWP and a third survey is proposed for early fall, 2021. Staff also ran an analysis of the travel time data in the NPMRDS data to better understand why US 1 is the preferred route to Hampton Beach instead of utilizing I-95 and NH 101.
- ✓ ***New Castle-Rye 16127:*** RPC is participating in the Advisory Committee formed for this project to replace the NH 1B bridge. There was a single advisory committee meeting held during the UPWP timeframe as the project is on hold pending the finalization of the Environmental Impact Assessment related to the Seabrook-Hampton Bridge and a decision on a fixed span bridge or bascule replacement.
- ✓ ***Plaistow 40641:*** RPC is participating in the Advisory Committee formed for this project that is implementing traffic calming and related improvements on NH 121A (Main Street) in Plaistow. This has included two meetings, a selectboard meeting, as well as one-on-one meetings with the project engineering team. In addition, RPC set up a public engagement portal utilizing our

publicinput.com subscription and fielded a survey of residents to better understand the wants and needs of the community. Further surveys are planned for FY 22.

- ✓ ***Plaistow-Kingston 10044E:*** Staff participated in the project working group providing feedback to NHDOT and the consulting engineers regarding access management, widening needs, as well as bicycle and pedestrian infrastructure needs. Staff attended public information meetings and the public hearing for the project.
- ✓ ***Portsmouth 29640:*** Staff participated in the Project Advisory Committee meetings for the project that is designing improvements to US 1 between Ocean Road and Elwyn Road in Portsmouth.
- ✓ ***Portsmouth 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.
- ✓ ***Seabrook 41712:*** Staff attended meetings with NHDOT and Seabrook officials to plan for Seabrook 41712 which will implement capacity improvements on US 1 between New Zealand Road and the Hampton Falls town line.
- ✓ ***Seabrook-Hampton 15904:*** Staff serves as the MPO representative on the Public Advisory Committee for the replacement of the NH1A bridge over Hampton Harbor between Seabrook and Hampton. Staff has participated in two committee meetings, a public information session held to discuss the project and get input from the larger community. Staff reviewed the Environmental Impact Assessment and participated in the related public hearing in the Spring of 2021.
- ✓ ***HSIP Committee Participation:*** Staff participated on the Statewide HSIP committee and attended the monthly meetings of that group between March and June 2021. Participation will be ongoing in the coming biennium. As part of that committee, worked with NHDOT to facilitate the selection of HSIP projects and address system-wide safety issues, as well as participated in the HSIP Implementation Plan and the Strategic Highway Safety Plan.
- ✓ ***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 PPNH 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 the winter/spring 2021 round of TAP applications. Provided guidance to several communities with Letters 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 April 2021 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, New Castle, Exeter – 2 projects) are moving forward with project implementation with minimal MPO assistance.
- ✓ ***Congestion Mitigation and Air Quality (CMAQ) Application and Evaluation Process:*** Completed MPO project review of CMAQ applications in summer and fall of 2019 for the last round of CMAQ funding. Provided guidance to several communities with Letters of Interest and full application development. Developed air quality analyses, reviewed, scored and ranked projects at regional level in collaboration with MPO TAC and Policy Committees. Subsequently updated the air quality analysis for the Salem Bike/Ped Corridor CMAQ project when additional funds were allocated to extend the trail segment to be constructed with CMAQ funds.
- ✓ ***CMAQ Project Monitoring and Implementation Assistance:*** RPC staff have monitored the progress of the CMAQ Hampton-Portsmouth Hampton Branch corridor acquisition process and trail design for the Hampton-Portsmouth segment of the corridor trail design. 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.

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 FY20 or 21.

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:

- ✓ ***RCC Support – Southeast Region (ACT):*** Participated in ACT (Region 10) RCC on a regular basis including bi-monthly meetings of the full RCC and monthly meetings of the RCC Executive Committee. Participated in project prioritization for Section 5310 funding allocated to the RCC. Worked with volunteer driver programs (VDPs) in the region to explore geographic expansion to fill gaps in VDP coverage along the NH125 corridor.
- ✓ ***RCC Support – Derry-Salem Region:*** Worked with SNHPC to complete a merger of the Region 9 (Greater Derry-Salem) and Region 8 (Greater Manchester) RCCs following on the merger of CART and Manchester Transit Authority. Participated in project prioritization for Section 5310 funding allocated to the RCC.
- ⇒ ***Updated Coordinated Public Transit/Human Service Transportation Plans as needed:*** Began update to the Coordinated Public Transit/Human Service Transportation Plan for the newly merged Region 8/9 (Greater Derry-Salem/Greater Manchester) RCC. This has included development of surveys for transportation providers, municipal welfare officers and other human service agencies likely to work with transit dependent clients. Updating contacts lists for these survey also took significant time.

Task 506 Transit Assistance and TDM Planning**OBJECTIVE:**

Promote the incremental development of public transportation in the MPO area by working with existing transit agencies and other public and private transit operators.

ACCOMPLISHMENTS:

- ✓ ***Other COAST Technical Assistance:*** RPC staff continued to serve on the COAST Board of Directors, Executive Committee, and several short duration Board subcommittees. Worked with COAST on development of outreach materials highlighting COAST impacts for member communities. Planning system response to the COVID pandemic resulted in additional meetings of the Executive Committee in the past year. Worked on Economic Impact study for COAST described under Task 600.
- ✓ ***Analysis of potential fixed/demand responsive routes for CART:*** Continued work 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, and the potential to fund start-up of this service with flexed CMAQ funds given its high priority in the NH Strategic Transit Assessment (SSTA).
- ✓ ***Derry-Salem CART Technical Assistance:*** Worked with MTA, SNHPC, NHDOT and FTA Region 1 to complete the merger of CART with the Manchester Transit Authority (MTA) to ensure long term stability for the organization. Some CART-specific tasks extended into the current biennium including completion of final National Transit Database reporting, FFRs and MPRs, semi-annual DBE reporting, annual DAMIS reporting, and FFY20 and FFY21 funding split negotiations for the

Nashua Urbanized Area. Merger work also included development of a merger agreement between CART communities and MTA and development of bylaws for the new CART Advisory Committee to the MTA Board of Commissioners. RPC staff continue to participate on the CART Advisory Committee which meets monthly.

- ✓ **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. Participated in SCC workgroup developing recommendations for implementing regional and statewide mobility management positions. Similarly attended NHTA Annual Meetings and monthly meetings depending on agenda content. Prepared statewide transit needs assessment drawing on data from the SSTA, NH State Plan on Aging, NH OSI, AARP, CTAA, regional public transit providers and volunteer driver programs. Presented findings to RPC Legislative Forum, SNHPC MPO Policy Committee, the SCC and the newly formed NH State Commission on Aging. Participated in NH Alliance for Healthy Aging Transportation Workgroup and Steering Committee.
- ✓ **Participation in TransportNH and other collaborative efforts:** Staff have participated in TransportNH's Steering Committee, including workplan development, meetings with funders, priority setting, and development of recommendations requested by NHDOT for the use of \$2.2M/year in CMAQ funding flexed for broad transit use.
- ✗ **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 later in 2021.

Task 507 Transportation Demand Management Planning

OBJECTIVE:

Promote the incremental development of transportation demand management services in the MPO area by working with regional Transportation Management Associations (TMAs).

ACCOMPLISHMENTS:

- ✓ **Support for TMA Services:** Staff serve on the advisory committee for CommuteSMART Seacoast, 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. Since the retirement of CommuteSMART Director Anne Rugg in June 2020 with the end of the initial Newington-Dover mitigation project RPC and SRPC have shared administrative responsibility for CommuteSMART, organizing regional commuter challenges and supporting employer TDM efforts.

Category 600: 5305e Grants

This category of work is specific to grants received to conduct studies and other efforts with FTA 5305e funds. Work in this category was very close to the original budget however it was substantially over the revised budget distribution that was completed in June 2021. While the project came in at about 94% of the original budget, it was 116% of the revised budget due to a mismatch between what was expected to be required to finish the project and the actual requirements. As the entirety of this Category is focused on the accomplishment of the COAST economic Linkages Study, there is no list of work to highlight.

Figure 11: Compares Budget vs Actual funds and hours for Category 400 and subtasks.

	Budgeted Hours	Budgeted Hours	% Hours Expended	Personnel	Non- Personnel	Total Billed	Budget	% Expended
601 Economic Development Linkages Study	640	534	120%	\$48,803	\$0	\$48,803	\$42,200	116%
TASK 600 Total	640	534	120%	\$48,803	\$0	\$48,803	\$42,200	116%

Task 601 Economic Development Linkages Study

OBJECTIVE:

The Rockingham Planning Commission (RPC), in close coordination with the Strafford Regional Planning Commission (SRPC), completed a study of the economic impact of public transportation in the Seacoast focusing on COAST. This involved both quantitative and qualitative elements. The quantitative element including economic modeling of the direct, indirect and induced economic impacts of COAST spending on operations using an IMPLAN based economic model. The study also used a methodology from the Transit Cooperative Research Program (TCR) to estimate of the economic benefits to riders, employers and medical providers of access provided by COAST for employment, medical care, job training and access to basic life needs such as grocery shopping. A qualitative analysis component included an extensive series of stakeholder interviews with municipal economic development directors, employers, private developers, chambers of commerce, hospitals and health care providers, housing authorities, and non-profits involved with housing, adult education, and senior services. The two quantitative models together estimated a total economic impact of the system on the region of \$24.9 million/year.

ACCOMPLISHMENTS:

- ✓ **General administration:** Worked with SRPC to track project progress and expenditures and prepare billing.
- ✓ **Literature review and conceptual model:** Reviewed a broad range of literature on economic impacts of public transportation including resources from the Federal Transit Administration (FTA), Transit Cooperative Research Program (TCRP), the American Public Transit Association

(APTA), Community Transportation Association of America (CTAA) and various independent researchers.

- ✓ ***Qualitative analysis of economic benefits:*** Conducted interviews with twenty regional stakeholders including leaders from major employers, commercial development, chambers of commerce, municipal economic development offices, continuing education and job training, medical providers, housing, and public health and human service agencies. Developed a series of case studies addressing transit role in access to medical care, service sector employment, Opportunity Zones, and major employers such as Portsmouth Naval Shipyard,
- ✓ ***Quantitative analysis of transit economic benefits:*** Developed including economic modeling of the direct, indirect and induced economic impacts of COAST spending on operations using an IMPLAN based economic model developed by the American Public Transit Association (APTA). Staff also used a methodology from the Transit Cooperative Research Program (TCR) to estimate of the economic benefits to riders, employers and medical providers of access provided by COAST for employment, medical care, job training and access to basic life needs such as grocery shopping.
- ✓ ***Transit performance measures:*** Assessed a range of transit performance measures beginning with Federally mandates measures (Transit Asset Management and components of Public Transit Agency Safety Plans), as well as measures of access, productivity and broader healthcare outcomes.
- ✓ ***Enhanced treatment for transit in the regional travel demand model:*** Contracted with travel demand modeling consultant Edward Bromage, Manager of Travel Model Development for the Central Transportation Planning Staff (CTPS), the planning staff for the Boston Region Metropolitan Planning Organization (MPO). The consultant identified a series of model improvements to support market, economic, and environmental justice analysis related to public transportation that are not feasible with the current regional model.

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 2020-2021 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 SFY2020-2021. 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.

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. A secondary effort was made to extend the forecasting timeframe for the RSMS data to five years based on updated guidance from NHDOT and 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.

Seacoast Transportation Corridors Vulnerability Assessment

OBJECTIVE:

This project is intended to identify the transportation network locations likely to be impacted by sea-level rise and identify adaptation options to determine the best approaches for mitigating impacts. This project was delayed to some degree by COVID-19 and will now conclude in March 2022.

ACCOMPLISHMENTS:

- ✓ ***Compile Data and Identify scenarios:*** RPC utilized the Coastal Risks and Hazards Commission report, the Tides to Storms study, and the most recent coastal flooding guidance from the University of New Hampshire (UNH) to determine the sea-level rise scenarios utilized for this project. It was determined that sea-level rise impacts on the transportation network would be evaluated at 1', 1.7', 4' and 6' of sea-level rise.
- ✓ ***Assess Vulnerability:*** RPC utilized the results of the Tides to Storms study and other data to assess the vulnerability of the coastal transportation network to the impacts of sea-level rise.

Twenty-four sites have been identified that are likely to be impacted at some level of sea-rise between 1 foot and 4 feet.

- ⇒ **Transportation Network Analysis:** The regional Travel Demand Model (Model) is being utilized to identify the network impacts of road closures due to flooding from sea-level rise. It has already been determined that the network breaks down due to extensive flooding at 6' of sea-level rise. Lower amounts of sea-level rise will result in localized to widespread closures and lead to a significant change in the traffic patterns in the coastal area.
- ⇒ **Analyze Adaptation Options:** RPC is working with Coastal Zone Program staff and the UNH researchers to identify adaptation options for a subset of locations. Ten of the 24 identified sites have been prioritized for this aspect of the project and will have basic adaptation options identified and assessed at a high level. Two of those locations will be analyzed in a more in-depth manner.
- ⇒ **Incorporate results into decision-making:** The project selection criteria for the State Ten Year Plan and the MPO Long Range Transportation Plan incorporated an updated resiliency criterion that was, in part, developed as part of this project. Further work on identifying priority locations within the study area has identified a more robust methodology for prioritization that includes operational, health and safety, and socio-economic factors.
- ⇒ **Seacoast Transportation Corridor Vulnerability Assessment Report and Plan:** The final report pulling all of the analysis together is anticipated to be completed in early 2023. RPC will also be communicating results directly to communities and will be holding public meetings in the fall of 2022.

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.
- ✓ ***A Comprehensive Plan for Resilient Salt Marshes in New Hampshire:*** A collaboration between the Great Bay National Estuarine Research Reserve, the University of New Hampshire, the NH Coastal Program and the RPC. This project will evaluate marshes in the 17 coastal zone municipalities of New Hampshire (Rockingham and Strafford County). To ensure that NH saltmarshes are resilient in the face of sea level rise and coastal storm surge, this project will develop a collaborative marsh management and monitoring plan for New Hampshire, and pilot the use of the plan in two coastal communities and one state agency.
- ✓ ***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.