

General Organization

- Finalize the implementation of 'Timeslips' to increase efficiency in accounting and tracking projects
- Develop proposals for future work and projects to include:
 - Continue to pursue Brownfields redevelopment assessment funding
 - Work with communities on NH Housing Community Planning Grant applications
- Integrate the Sullivan County Comprehensive Economic Development Strategy (CEDS) with the Regional Plan.
- Distribute NH Planning and Land Use Regulation books
- Continue to update and improve the newly launched website to include uploading past Commission work.
- Forward the initiatives of the NH Association of Regional Planning Commissions
- Align publications with the look and feel of the website to standardize publications for projects to best leverage past work and distribute information to municipalities.
- General duties of the organization
- Coordinate statewide and regional efforts with other regional planning commissions and state agencies
- Explore file storage alternatives
- Transition to new hierarchy within the office adding a Planning Director to oversee and help coordinate planning staff workload.
- Provide training to local municipal boards by organizing and running the 2nd annual Regional Planning and Zoning Conference in the fall of 2013.

Contracts for Fiscal Year 2013

Housing and Urban Development (HUD) Community Challenge Grant (Line #1)

- The recently completed Housing Needs Assessment analysis will be used in combination with the results of the food source mapping and the bike/pedestrian level of services results integrated with Healthy Eating Active Living principals to develop a matrix to analyze municipal policies. Three communities will be able to take advantage of explore how their Master Plan is actually articulated in their policies. Recommendations for policy changes based on future projects of housing that may be needed within the region, location of healthier food options and walkability of those locations will be provided to three municipalities.
- These recommendations will be provided as part of the policy audit that is conducted for three municipalities in the region. The Commission will solicit communities this summer to engage in regulatory/policy audit processes that will demonstrate how to incorporate measures that enable appropriately scaled grocery stores to locate in areas that encourage walkable communities.
- The Town of Hanover will evaluate whether capacity exists to create an energy financing program. Vital to this process is to develop innovative financing solutions that reach broadly across energy efficiency and low-carbon energy opportunities.

Housing and Urban Development (HUD) Regional Planning Grant (Line #2)

- UVLSRPC will work within a statewide and coordinated framework with the nine regional planning commissions on the NH Sustainable Communities Initiative (NH SCI), to develop independent Regional Plans for Sustainable Development (RPSD). At the local and regional level the county governments and municipalities will be actively engaged in the local and regional planning process, guiding plan development through the Regional Advisory Committee and Regional Equity Teams.

USDA Rural Development Solid Waste FY13 (Line#3)

- The Upper Valley Lake Sunapee Regional Planning Commission (Commission) proposes to provide technical assistance, education, and outreach as a continuation of current and past efforts to move Sullivan County towns toward sustainable regional solid waste management. The Commission will work with leaders of the communities to reduce waste streams and coordinate more efficient waste management and recycling systems.
- Organize solid waste management along the Connecticut River in the Commission's towns and within the towns of two Vermont solid waste management districts (SWMDs) along the Connecticut River. The goals of this project are to:
- Work collaboratively among the bi-state partners to use the varied expertise and resources of each partner to benefit the communities in the shared watershed;
- Reduce hazardous materials in the waste stream and from improper home disposal to protect our drinking waters; and
- Develop and expand the yard and food waste composting systems to divert more materials from disposal facilities to make a valuable soil amendment product.

City of Lebanon Safe Routes to School project (Line #4)

- The Upper Valley Lake Sunapee Regional Planning Commission (Commission) will complete the following tasks in developing a Comprehensive Travel Plan (Travel Plan) for the new Lebanon Middle School (LMS) located along Dartmouth College Highway in Lebanon, NH. Successful completion of this study requires a collaborative effort among the City of Lebanon Staff, the Lebanon School District, Safe Routes to School Taskforce (Taskforce), and Commission Staff. The following tasks summarize the Commissions role and responsibilities in completing the Travel Plan with assistance and cooperation by the Taskforce and other community volunteers.
- A standard Travel Plan procedure includes a public session to seek community input and guidance to identify and overcome barriers to increasing student numbers walking and bicycling to school.
- Commission Staff will conduct an assessment of the existing transportation infrastructure for vehicles, bicycles, and pedestrians. This assessment will be based on site visits and measurements, as well as digital mapping data made available from the City and state sources.

- The Commission anticipates some infrastructure improvements will be necessary to overcome physical barriers to walking and biking to the new LMS site. The Commission is prepared to develop schematic designs of likely infrastructure improvements with associated order-of-magnitude cost estimates to construct the improvements based on current market rates for construction materials and labor.

Water Quality Planning Activities in Support of Rivers and Lakes Management and Protection Programs – (Line #5)

Funded through the NH Department of Environmental Services under contract titled 604(b)

- The Mascoma River from the confluence of the Canaan Street Lake outlet to the Connecticut River was recently designated under the Rivers Management and Protection Act, through the work of the Mascoma River Nominating Committee. Following the river designation and the formation of the Mascoma River Local Advisory Committee (MRLAC), projected for fall 2011, the first order of business will be to develop a river corridor management plan in accordance with RSA 483:10.
- The proposed project will accomplish the first phase of the creation of a River Corridor Management Plan: identify the critical issues for the Mascoma River. The second phase, projected to be completed 2013-2014, will address management strategies. For Phase 1, UVLSRPC will identify priority issues through brainstorming sessions and a community survey. UVLSRPC will conduct one public educational workshop related to a critical river issue.

Regional Community Anchor Institutions (part of the NTIA statewide broadband mapping project) Contract with UNH – (Line #6)

- The Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) will assume responsibility for managing the Community Anchor Institution (CAI) dataset being developed as part of the NH Broadband Mapping & Planning Program (NHBMPP). The dataset includes records on 7 categories of CAIs, including K-12 schools, healthcare facilities, libraries, colleges/universities, public safety locations, community support facilities, etc. It currently contains the name, location, and broadband access characteristics of 3500 entities in the state.
- UVLSRPC will coordinate the maintenance of this data set for Years 3, 4 and 5 of the NHBMPP. UVLSRPC will rely on the other eight regional planning commissions to collect the source data directly from the CAIs within their region.

Rural Addressing project (part of the NTIA statewide broadband mapping project) Contract with Nashua Regional Planning Commission – (Line #7)

- The Rural Addressing Project is a component of the NH Broadband Mapping & Planning Program (NHBMPP) and is managed by the Nashua Regional Planning Commission (NRPC). The goal of the project is to develop a database containing a mapped point feature

and associated street address for every residential address in the rural Census blocks in the State of New Hampshire. Rural blocks are defined as having an area of at least 2 square miles. 2010 Census figures have 39,991 households within those rural blocks.

- The resulting dataset will be used to support efforts to show where broadband service (or lack thereof) is reported. By including a substantial commitment to volunteer effort, this project will allow communities to have a direct investment in both the broadband project and NH-based geospatial initiatives in general.
- Teams of volunteers will be given GPS units and field maps of qualifying rural census blocks and will begin collecting all possible address points within those blocks. These points will be collected in the field at the end of driveways, and later screen-edited to be positioned on rooftops using aerial photos as reference. Unique points will be collected for every address that is part of a single building with three or less units.

Pre-Disaster Mitigation through New Hampshire Homeland Security and Emergency Management FY 11 and 12 multi-year contracts (Line #8&9)

- Hazard mitigation is any action that reduces the effects of future disasters. It has been demonstrated that hazard mitigation is most effective when based on an inclusive, comprehensive, long-term plan that is developed before a disaster actually occurs. Hazard mitigation, along with preparedness, response, and recovery are the four phases of emergency management. Hazard mitigation is the only phase of emergency management specifically dedicated to breaking the cycle of damage, reconstruction, and repeated damage.
- The Disaster Mitigation Act of 2000 (DMA 2000), Section 322 (a-d) requires that local governments, as a condition of receiving federal disaster mitigation funds, have a mitigation plan that describes the process for identifying hazards, risks and vulnerabilities, identify and prioritize mitigation actions, encourage the development of local mitigation and provide technical support for those efforts. This mitigation plan serves to meet those requirements.

Federal Transit Administration 5317 New Freedoms funding (Line #10)

- Continue to work with Regional Coordinating Councils – the region seeks to be "the rural example" of successful Regional Coordinating Council (RCC) implementation. Identification and implementation of key components to successfully secure a Regional Transportation Coordinator (RTC) through a fair and open bid process.
- The project will provide support for the efforts of the Grafton-Coos and Sullivan County Regional Coordinating Councils to begin to implement aspects of coordinated services including both shared rides and shared supportive services in each region. The Regional Coordination Council Work Plans for the coming fiscal year include similar goals and objectives.
- Over the course of the year, the RCCs will engage in a process of education on the logistical, financial, and regulatory aspects of coordinating public and human service transportation. They will seek the advice of professionals in government and the private sector to help form the outline for services and expectations that will best improve coordination and access to transportation services for citizens of the regions.

National Telecommunications & Information Administration (NTIA) Statewide Broadband Mapping project (Line #11)

- The GRANIT System at Complex Systems Research Center, University of New Hampshire, and the state's nine regional planning commissions (RPCs), were successfully funded for a multi-faceted project to assist the State in achieving its goals of managing statewide broadband access for its businesses, its educators, and its citizens. We envision a strong partnership that will yield guidelines and protocols governing the collection, standardization, documentation, and maintenance of data. This will ensure that the data and resources are available to support the tasks outlined below and are sustainable into the future as other uses and applications arise in the state and the region. The contract is between the Southwest Regional Planning Commission and UVLSRPC.
- The primary intent of the planning component of this proposal is to incorporate the information collected and the momentum generated by the mapping activities into regional broadband plans throughout the State of New Hampshire. Utilizing planning tools, procedures, and capabilities housed at each of the nine regional planning commissions (RPCs), the planning activities will provide an efficient and effective means to capitalize on and extend in a meaningful way the data development, inventory and mapping components of the project.
- The planning activities at each of the RPCs will include the creation of a Broadband Stakeholder Group (i.e., local technology planning team), whose activities will include: the identification of barriers to the deployment of broadband services; promoting collaboration with service providers to facilitate deployment and use; collecting and analyzing information on the use and demand for broadband services; and facilitating information sharing between the public and private sectors regarding use of and demand for broadband services.

Fluvial Geomorphology FEMA funding contracted through NH Dept of Environmental Services (Line#12)

- The study of river form and process, fluvial geomorphology, has recently joined the disciplines of hydraulic engineering and aquatic biology as the main components of river assessment and restoration. Fluvial geomorphology is an off-shoot of geology focused on erosional landscapes (e.g., Davis, 1899; Horton, 1945), and is mostly field observation and measurement to identify, classify, and re-construct common patterns having desirable characteristics.
- The project will focus on the Sugar River in the region and provide guidance for policy leaders in determining best land use practices.

Lake Sunapee Scenic Byway program, Contract through NHDOT (Line #13)

- An interpretive trail linking destinations along the Byway, through the construction of thirteen interpretive signs highlighting the history of each site. This trail will also include and build upon the two existing interpretive signs in Newbury Harbor and Sunapee constructed in the 1990's.
- When complete, the trail will be composed of fifteen destinations, with five in each town along the Byway, each with a common trail-post to identify the location as part of the interpretive trail. The trail will allow visitors to learn and understand the unique history of

the Lake Sunapee region. In addition, the interpretive trail will provide an attraction to visitors to travel the Byway and stop at each of the destinations. This part of the project highlights the Historic and Cultural Intrinsic Qualities of the Lake Sunapee Scenic and Cultural Byway.

- The development of a marketing plan and website to promote the Lake Sunapee Byway, with an online guide to the interpretive trail. The 2010 Lake Sunapee Byway's Corridor Management Plan identified a need to promote the many unique sights, attractions, events, and destinations along the Byway and encourage visitors to look "off the beaten path." A well-considered marketing plan and promotional website for the Byway would promote individualized itinerary planning, provide detailed information about the Lake Sunapee Region's resources, and lay the groundwork for other marketing and promotional efforts.
- In addition, the promotional website will serve as a gateway to begin exploring the interpretive trail. This part of the project highlights the Scenic, Cultural, Historical, Recreational, and Natural Intrinsic Qualities of the Lake Sunapee Scenic and Cultural Byway, as the marketing plan and promotional website will include all of the resources and attractions that the Byway has to offer.

Section 5310 Purchase of Service for Sullivan/Grafton-Coos County through New Hampshire Department of Transportation (Lines # 14)

- UVLSRPC is the lead agency in implementing coordinated transportation efforts in both the Grafton-Coos and Sullivan County coordination regions (Region 1 and Region 4). Our Commission has working relationships with all of the public transit and human service transportation providers in these regions including but not limited to, Advance Transit, Community Alliance Transportation Services, the Grafton County Senior Citizens' Council, and North Country Transit.
- UVLSRPC is the sponsoring agency for the 5310 funding for the purchase and coordination of volunteer drivers services for seniors and individuals with a disability in Region 4. The Sullivan County Coordinated Transportation Plan supports countywide volunteer driver services and coordination through CAHS as a lead agency
- UVLSRPC will "purchase services" from a reputable and reliable organization that is a current DOT grantee with the demonstrated fiscal and operational capacity to manage FTA funded projects and to meet the reporting, safety, training, and service standards expected by the funders of this project. Community Alliance of Human Services is an organization that meets the comprehensive safety and training standards required of NHDOT/FTA sub recipients and has current FTA Certifications and Assurance documents on record.
- UVLSRPC will purchase the services of a volunteer driver corps recruited locally, vetted and trained to meet the standards identified by the RCC members at their September 2010 meeting and approved on February 23, 2011. Only drivers who meet that criterion will be permitted to provide services or receive mileage reimbursement.
- The project will serve eligible citizens of Sullivan County encompassing all 15 communities. Based on services provided during SFY 12, at least 300 new individuals will have access to services that were previously unavailable. The project was identified and approved by a vote of the RCC in, December 2010 and reaffirmed in April 2012. Local match for the project will be provided by in kind donation of volunteer driver hours of service.
- North Country Transit/TCCAP will provide expanded short and long-distance van and volunteer driver services for seniors and disabled individuals throughout the NCT service

areas including northern Grafton County including Lincoln, Woodstock, Lisbon, Bethlehem, Franconia, Lyman, Sugar Hill, Easton, Littleton, Woodsville, and all of Coos County. Services will also be purchases from Plymouth-based Transport Central and Lebanon-based Grafton County Senior Citizens Council to expand access and mobility to citizens in Southern Grafton County. The project match will be provided by volunteer driver In-Kind hours and BEAS funding. Accessible mini-bus services will be available for those that request/need it in addition to ambulatory services by volunteer drivers.

- The goal of this project is to expand access to medical, social and life sustaining and enriching services in under-served communities. We will measure the project's success through monthly reporting of new and unduplicated individuals served, miles travelled, volunteer service hours rendered, and rider surveys. Rider survey results will be submitted with the final project report in June 2013.
- The UVLSRPC will work closely with DOT and the lead agency for each region to manage and monitor the program and to spend funds judiciously to provide the services to the greatest extent possible through the entire period of the grant. We will also periodically monitor the provider back-up documentation of service billed including manifests, driver trip logs and other appropriate data sources.

NH Department of Transportation Unified Planning Work Program (Line #15)

- Assist the Transportation Advisory Committee (TAC) in identifying projects of local and regional importance for the Ten-Year Transportation Improvement Plan. This task includes updating and submitting project priorities, and conducting public outreach for the Ten-Year Transportation Improvement Plan per the processes established in RSA 228:99 and RSA 240.
- Provide transportation planning assistance to municipalities, partner organizations, and transit agencies in support of federal and state livability, climate change, and sustainability initiatives. This task includes activities that coordinate land use and transportation initiatives.
- Participate in quarterly meetings of the New Hampshire Transportation Planners Collaborative and its Steering Committee.
- Assist the Transportation Advisory Committee (TAC) in developing a revised Regional Transportation Improvement Program (RTIP) informed by the regional Ten-Year Plan project solicitation and prioritization process. This task includes regional efforts to support the development of the Statewide Transportation Improvement Program (STIP).
- Develop an up-to-date vision and policy document for the construction, maintenance, and management of the region's transportation system that recognizes the critical relationship between transportation and land use.
- Provide informative outreach to assist communities in transportation planning efforts. In the interest of providing all persons/groups with the opportunity to provide input in the transportation planning process, the Upper Valley Lake Sunapee Regional Planning Commission will target outreach efforts toward low income and minority populations, including persons/groups with Limited English Proficiency (LEP).
- Collect, analyze, and present traffic volume data for use in New Hampshire Department of Transportation (NH DOT) project development, Highway Performance Monitoring System

(HPMS) submittals to Federal Highway Administration (FHWA), statewide traffic volume database development, and for other tasks within the Unified Planning Work Program.

- Support NHDOT's development of a Local Highway Finance Report (FHWA Form 536) - a biennial report summarizing highway funding by local governments. Local governments include counties, townships, municipalities, special districts, and other general purpose authorities that are under the jurisdiction of local governments. Form FHWA-536 provides for the exporting of four basic areas of local highway finance: (1) disposition of highway-user revenues; (2) revenues used for roads and streets, identified by source and type of funds; (3) road and street expenditures identified by purpose or activity; and (4) local highway debt status.
- Develop and maintain transportation-related Geographic Information System (GIS) data layers, and apply that data in support of transportation planning initiatives in the region.
- Collect, process, report, and/or disseminate demographic information essential for transportation planning activities, including but not limited to, decennial census and employment information.
- Further the region's goals and objectives toward a better regional transportation network through local collaboration, and providing small-scale and periodic technical assistance to municipalities and local partner organizations on transportation-related topics and project implementation.
- Further the region's goals and objectives toward a better regional transportation network by participating in statewide initiatives and providing technical assistance for projects, plans, and committees that affect the State of New Hampshire.
- Continue to serve on the Congestion Mitigation and Air Quality Program Statewide Advisory Committee.
- Continue to serve on the NHDOT Highway Safety Improvement Program Working Group.
- Continue to serve on the NHDOT Strategic Highway Safety Plan Working Group.
- Participate in the meetings of the State Coordinating Council for Community Transportation as necessary to implement transportation coordination initiatives in Sullivan and Grafton County.
- Communities in the Upper Valley Lake Sunapee region in applying for or managing transportation-related Local Public Agency projects.
- Provide municipalities with information and assistance in identifying needs, conducting public outreach efforts, and developing program-specific grant applications.
- Participate in NHDOT program-specific training sessions, including but not limited to NHDOT Municipal Management Project Workshops.
- Assist communities in identifying local school-related transportation needs, executing public outreach efforts, and developing SRTS project applications.
- Assist communities with existing Scenic Byways in identifying needs, executing public outreach efforts, and developing Scenic Byways project applications.
- Assist communities in identifying potential State Aid Bridge projects and developing State Aid Bridge project applications.

- Assist communities in identifying potential State Aid Highway projects and developing State Aid Highway project applications.
- Assist communities in identifying potential Transportation Enhancement (TE) projects and developing TE project applications.
- Assist communities in identifying potential Highway Safety Improvement Program (HSIP) projects and developing HSIP project applications.
- Assist member municipalities in the preparation of transportation chapters for updated master plans.
- Facilitate a Context Sensitive Solutions (CSS) process for a project within a member community.
- Facilitating special transportation-related project development meetings or workshops at the request of NHDOT or a member community.
- Conducting a small-scale transportation study at the request of a member community.
- Assist communities in recognizing the link between site development and traffic impacts, the UVLSRPC will review development proposals for likely impacts on municipal and State infrastructure, as requested by municipalities.

Targeted Block Grant for Technical Assistance through Office of Energy and Planning (Line #16)

- Commission will continue to provide technical assistance to member communities on an as-needed basis, including but not limited to guidance on master plans, local regulations, grant assistance and resource and data gathering. This will include limited assistance with Geographical Information System data and management of that data. The Commission will work with its Planning Committee to respond to the growing number of Development of Regional Impact applications that we are receiving from communities within the region.
- UVLSRPC will conduct public input session's necessary to fulfill the requirements of the Regional Plan.
- UVLSRPC will provide educational opportunities to the land use boards of the communities which it serves. This may include a training session held in the fall of 2012 similar to the training that was held in which 50 planning board and selectboard members attended in 2011. The UVLSRPC will also continue to develop and distribute the monthly E-Bulletin for communities within the region.

Cornish Natural Resource Inventory FY12 (Line#17)

- The Commission will develop an outline or conceptual framework for the Natural Resources Inventory, to be reviewed and accepted by the CCC. The Commission will undertake general research to begin the writing of the report, based on readily available information and mapping data from local, state or regional sources.
- A number of maps will be included in the report; several maps already exist and do not need to be recreated, such as those created for the Cornish Master Plan and 2007 maps created for the Cornish Conservation Commission. The following maps will be newly created for inclusion in the Natural Resources Inventory.
 - Topographic Map, Unfragmented Lands, Groundwater Resources, Agricultural Soils, Forest Soils/Timber Resources, Important Wildlife Habitats, Natural

Communities, Cultural Resources – recreation sites, historic points of interest, scenic viewpoints, scenic roads

Claremont City Center Project (Line#18)

- The City's proposal to utilize Community Challenge Planning Grant funds to identify and address policies and procedures in the City's Zoning Ordinance that effectively function as barriers to promoting sustainable development in the urban core. UVLSRPC professional planning staff will provide technical assistance to the City of Claremont for the following:
- Coordinate with the Steering Committee and UNH Cooperative Extension in the public outreach process including preparing presentations to municipal boards and preparing for public workshops throughout the process.
- Coordinate and train community volunteers for the 3-D model program and working with the planning consultant to utilize the model in the zoning analysis.
- Assist the Steering Committee in developing and implementing the baseline housing inventory, then interpreting the results.
- Approximately 20 hours of staff time to provide support services on an as-needed basis assist in reporting project status to HUD and to ensure the timely completion of the Claremont 2010 Project.

New London Circuit Rider (Line #19)

- The Commission will assist the Planning Board in the routine performance of its duties. Such assistance may typically include some or all of the following, at the request of the Planning Board: preliminary conversations with developers, attending Planning Board meetings, taking part in the review process, making professional comments and/or providing technical assistance regarding the merits of a project, and engaging in necessary correspondence on behalf of, and with the permission of the Planning Board or their designated staff person.
- Additionally, the Circuit Rider position can assist the Planning Board in reviewing current procedures, reviewing site plan review and other regulations for the Town of New London. Work on ordinances and capital improvement plans falls within this contract.

Wilmot Planning Board Circuit Rider (Line #20)

- This will be the ninth year that the Commission has worked with the Planning Board to assist with application review and general technical assistance issues.

Springfield Planning Board Circuit Rider (Line #21)

- This will be the fourth year of providing hands on guidance to the Planning Board during public meetings, review applications and assisting the community with ordinance preparation, public feedback and implementation.

Orford Planning Board Circuit Rider (Line #22)

- For many years the Commission has been providing assistance for application review, procedural and technical assistance during Planning Board meetings and general guidance.

Enfield Circuit Rider (**Line#23**)

- This will be the second year of providing hands on guidance to the Planning Board during public meetings, review applications and assisting the community with ordinance preparation, public feedback and implementation.

Newbury Circuit Rider (**Line#24**)

- This will be the second year of providing hands on guidance to the Planning Board during public meetings, review applications and assisting the community with ordinance preparation, public feedback and implementation.

Household Hazardous Waste Collections (**Line#25**)

- Municipalities throughout the region take part in collections every year. Education and outreach are conducted to reduce waste streams for many hazardous materials. NH Department of Environmental Services assists with a small amount of funding; the remainder of the costs is billed to participating communities.

Granite United Way (**Line#26**)

- Will be contributing to the HUD Community Challenge Grant through promotion of the Livable Communities Corps.

Healthy New Hampshire Foundation to provide match for HUD Regional Plan (**Line#27**)

- Funding will be used to incorporate the goals, objectives and recommended interventions outlined in the Healthy Eating Active Living NH Action Plan, specifically the section addressing Communities and Municipalities. The focus will be on improved health outcomes from creating safer, more walkable neighborhoods.
- Specifically, the funds will be used to integrate the goals and associated objectives from the HEAL:
- Action Plan Priorities and Recommended Interventions into the nine regional plans and the statewide vision plan:
- Engage community agencies and municipalities in adopting and promoting HEAL interventions
- Incorporate healthy eating and active living practices in town planning processes
- Increase use of and access to public spaces
- The expected outcome of these planning efforts will be to create regional plans that promote the development of safe places to walk, bike and play for children, families and communities.

Eastman Community Association GIS assistance (**Line#28**)

- UVLSRPC will perform annual maintenance and updates for the in-house Geographic Information System (GIS) for the Eastman Community Association (ECA).
- Conduct annual update of GIS database, to include the following: adding new data released from state agencies, compiling new data provided by ECA, Village District, etc. addressing any errors or omissions from existing data.

- Provide staff support for troubleshooting on the GIS system
- UVLSRPC will provide on-demand mapping services as directed by ECA General Manager.

Eastman Community Association Road Surface Management System project (Line#29)

- Valley Lake Sunapee Regional Planning Commission (UVLSRPC) will develop a paved road surface management system for the Eastman Community Association using the software RSMS 11, developed by the Maine Local Technical Assistance Program.
- UVLSRPC will set up a network of road segments for Eastman's paved roadways, in a format compatible with RSMS 11. UVLSRPC will consult with Eastman public works staff to determine a ranking system for each road, such as arterial, collector or local.
- UVLSRPC will conduct a field review of paved road surface condition using the RSMS 11 manual during the summer and fall of 2012. UVLSRPC will enter the field data into the RSMS 11 software.
- UVLSRPC will generate reports for road maintenance planning, in consultation with Eastman public works staff.
- UVLSRPC will train Eastman public works staff on the use of RSMS 11, specifically how to generate reports for road maintenance planning and how to update the road conditions in the future.

Upper Valley/DHMC Healthy Eating Active Living (Line#30)

- This is match funding to the HUD Community Challenge Grant through development and implementation of policy audits for municipalities
- This proposed project will continue from planning phase to implementation phase during years two and three of this three-year project plan, to support and promote the following EFH strategies:
 - Supporting the development and dissemination of data/information/best practices about geographic barriers in New Hampshire and in the United States,
 - Supporting communication, education, and advocacy efforts to increase awareness of and action on issues of geographic access,
 - Developing and implementing new models, such as in transportation and tele-health, to reduce the impact of geographic barriers on health and access to health care,
 - Fostering collaboration among key transportation and health stakeholders to increase cost-effective geographic access,
 - Supporting efforts to create State and local policies that will reduce the impact of geographic barriers on health and access to health care, and
 - Building relationships that inform and strengthen national and local strategies and leverage knowledge and resources to reduce the impact of geographic barriers on health and access to health.

Upper Valley/DHMC HEAL match for Safe Routes to Play project (Line#31)

- Same scope as the Healthy New Hampshire Foundation Line #32, additional funding to carry out the project.

Healthy New Hampshire Foundation Safe Routes to Play project (Line#32)

- Conduct a Safe Routes to Play Orientation and On-Site Evaluation: Hold an orientation meeting with the local SRTP Project Team consisting of representatives from the parks & recreation department, local health care providers, trail user groups, two early care centers, residents from a low income housing community, libraries, recreation centers, school district, public works, planning, and police departments to discuss the project components and clarify participant roles and expectations. We will tour the community to understand opportunities and constraints.
- Collect and assess GIS data on the location of trails, pathways, parks, early care centers, recreation facilities, schools, libraries, natural areas and other important destinations in the community. Using the Composite-Values Methodology, level of service analysis, and a variety of analytical techniques, the current status of active access in the community will be evaluated both quantitatively and qualitatively with analytical maps and charts. This will create a benchmark for measurable improvements to the community's active access, and help identify where trails and greenways are needed to connect neighborhoods, early care, schools, parks, natural areas and community facilities with active transportation pathways. The analytical maps will evaluate connections to achieve universal access for all residents of the community.
- Facilitate a community-visioning workshop to solicit input from residents of all ages; the early care, business and health care communities; conservation and trail user groups; as well as transportation planners and government officials to create a vision for a child-centered transportation plan., We will also conduct a random survey of youth, as well as parents of young children in the community to determine their motivations for choosing active transportation, access to safe, enjoyable trails and greenways as determinant for choosing active transportation, and the number of children currently using active transportation to get to play spaces. We will also employ uMap, a child-centered tool that determines how youth use their community for play and recreation. We anticipate 150+ residents will participate in our community visioning sessions, and that we will receive more than 300 responses from our community survey
- Create a Blueprint for Safe Routes to Play, including recommendations to achieve the goals of safe, enjoyable active transportation options to play spaces for children and the community. This collaborative work will include recommendations for connections that may coincide with established Safe Routes to School and existing trails and pathways, non-standard natural surface trail connections, related cost estimates, mechanisms to continue community engagement, as well as feasible implementation strategies.

Connecticut River Joint Commissions Administrative Contract (Line#33)

- UVLSRPC will provide front office and general administrative support for CRJC. Receiving and distributing mail and email on a daily basis. Routine website maintenance, such as adding meetings and events to the calendar, posting meeting minutes, press releases or other project information to the website. Other materials to inform the public of work the CRJC is conducting will be added upon the direction of the CRJC or its Communications Committee. Maintaining CRJC's database of names of local officials, riverfront landowners' agricultural businesses, tourism and recreational interests and individuals who participate in meetings and programs related to the Connecticut River.

- UVLSRPC staff will provide financial management for CRJC. Working with an auditor chosen by the CRJC Board to prepare an Annual Audit. The Audit will be presented by the auditing firm; UVLSRPC staff will be available to answer any questions during the presentation. UVLSRPC will process invoices, procure appropriate signatures, process accounts payable UVLSRPC staff will prepare an annual budget for FY2014 during the spring of 2013.
- Assist with new member recruitment and develop orientation materials for new members to facilitate collaboration between and education on the roles of the Connecticut River Valley Resource Commission, the Connecticut Watershed Advisory Committee and the Connecticut River Joint Commissions. Track progress on implementation of River Management Plan.
- Provide monthly progress reports for both the New Hampshire Department of Environmental Services and the Vermont Agency of Natural Resources in a timely manner. Approval of these reports will be authorized by the Executive Committee.
- Assist and prepare CRJC Board members to present the Annual Report to the Governor, Speaker of the House, and the President of the Senate and any necessary Committees of the House or Senate in New Hampshire.
- In coordination with the Chair of each of the 5 Local River Subcommittees, develop agendas, post public meetings, attend meetings and prepare minutes for the subcommittees. It is assumed that the Subcommittees meet quarterly. Assist Subcommittees in responding to permit applications.
- UVLSRPC staff will coordinate with the CRJC Board or Executive Committee to seek grant funding to fund the outreach and river planning activities for Local River Subcommittees as outlined in the Strategic Plan.
- UVLSRPC staff will coordinate with Connecticut River Watershed Council and Vermont River Conservancy regarding Connecticut River boating information.
- Monitor legislation that affects the quality of the Connecticut River and its tributaries. UVLSRPC will provide a written synopsis of legislative activity. UVLSRPC staff will draft letters and memos to assist the CRJC and its Subcommittees to respond to changes in NH and VT legislation.

Pending or Proposed Work for FY 13

Town of Canaan Safe Routes to School (Line#43)

- Completion of the in-class and parent walking/biking surveys using the National Center for Safe Routes to School framework.
- Compilation and analysis of the results of parent and student walking/biking surveys.
- Facilitation of a public workshop for parents, students, and staff to identify existing barriers preventing students from walking and biking to Canaan Elementary School and formulate strategies to mitigate those barriers.
- Documentation of existing infrastructure (including sidewalks, trails, and pathways) and traffic conditions surrounding the Canaan Elementary School, including mapping and analysis of school children/population density within a two-mile radius as appropriate.

- Coordination of existing conditions analysis and mitigation recommendations with the Town of Canaan Safe Routes to School Task Force, Town of Canaan staff, and Canaan Elementary School staff.
- Compilation of existing conditions analysis and recommendations (both infrastructure and non-infrastructure) in a Safe Routes to School Travel Plan for the Canaan Elementary School, in the format delineated by the New Hampshire Department of Transportation.
- Preparation of conceptual designs and preliminary engineering cost estimates for any identified priority infrastructure improvement projects (e.g. sidewalk expansions).

Connecticut River Scenic Byways contract through Two Rivers-Ottauquechee (Line#44)

- This project will give the Connecticut River Byway Council an opportunity to develop a new Corridor Management Plan (CMP) after more than one decade of changes. Emphasis will be placed on identifying and enhancing intrinsic qualities of the byway as they relate to the working landscape with the ultimate goal of strengthening our local food and forest economies through tourism and responsible land use. The Regional Planning Commissions will research and map significant resources, help the Byway Council revise the CMP, and create a meaningful action plan that builds on the economic strengths of this region.
- The byway follows the Connecticut River along state highways on both sides of the VT-NH border, beginning at the Canadian border and ending in MA. Revising the CMP will impact Vermont and New Hampshire roadways and adjacent towns, especially the waypoint centers of Brattleboro, Bellows Falls, Windsor, White River Junction, Wells River-Woodsville, St. Johnsbury, Claremont, Lancaster, and Colebrook.
- The Two Rivers-Ottauquechee Regional Commission (TRORC) is applying for this grant on behalf of the Connecticut River Byway Council to assist them in writing a new Corridor Management Plan (CMP). Some of the deliverables will be:
 1. Update the intrinsic qualities and significant resources inventory
 2. Survey the byway traveler and local businesses for input on potential improvements
 3. Agree upon an action plan for implementation and economic development activities
 4. Renew energy and dedication of supporting organizations
 5. Publish a revised CMP with goals, values, recommended actions, and implementation schedule

NH Housing Finance Authority Community Planning Grants (Line#45)

- Based on feedback from municipalities we anticipate a number of communities applying for and subsequently hiring the Commission to complete work under the new Community Planning Grant program.
- New Hampshire Housing Finance Authority was awarded a three-year \$1,000,000 Community Challenge Planning Grant from the US Department of Housing and Urban Development (HUD) to create the New Hampshire Community Planning Grant (CPG) Program. The CPG Program will offer competitive matching grants for New Hampshire communities to conduct work on local regulations that will foster sustainable community development. Among the expected benefits to be delivered by the CPG Program are:
 - Building of codes for energy-efficient rehabilitation of older structures; corridor planning to increase mixed-income housing near employment nodes, pedestrian- and transit-oriented development;

- Affordable housing and economic development connecting housing and transportation investments and local adoption of the "Community Revitalization Tax Relief Incentive";
- Support for local communities in the creation of form-based codes; mixed-use and inclusionary zoning, lot-size averaging, and infill development;
- Implementation of "Neighborhood Heritage Districts" in cooperation with the NH Preservation Alliance; and,
- Outreach projects to resident-owned manufactured housing parks to identify effective means of involving residents in the local planning process.