

Upper Valley Lake Sunapee Regional Planning Commission Annual Work Plan for Fiscal Year 2022-Approved June 9, 2021

Confirmed or Pending Projects for the Fiscal Year 2022 Tier 1

Canaan Economic Development Administration

Responsible Staff: Meghan Butts, Alex Belenz

The RPC will assist with grant writing services for an identified Economic Development Administration grant application for the Town of Canaan.

Charlestown Natural Resource Inventory

Responsible Staff: Olivia Uyizeye

The RPC will assist the Charlestown Conservation Commission in updating its Natural Resources Inventory.

City of Claremont GIS Technical Assistance

Responsible Staff: Meghan Butts/Olivia Uyizeye

The RPC will assist the City in GIS mapping and analysis and City staff training and development. May include, but is not limited to:

- Developing maps upon the request of any City Department, as forward through the Planning and Development Department;
- Performing GIS analysis for Planning and Development projects;
- Providing on-demand, personalized training to City staff as directed by the Planning and Development Director;
- Providing technical assistance to the Planning and Development Director to determine appropriate GIS training opportunities for City staff.

City of Claremont DPW GIS Assistance

Responsible Staff: Meghan Butts/Olivia Uyizeye

The Commission will provide training, coordination, and integration of the Claremont Public Works Operational Management System with ArcGIS Online and associated mobile applications. We will also offer regular ongoing maintenance of the GIS database and GIS base map layers for the Claremont Public Works Department.

Upper Valley Lake Sunapee Regional Planning Commission Annual Work Plan for Fiscal Year 2022-Approved June 9, 2021

Claremont Sidewalks

Responsible Staff: Alex Belenz/Ryan Paterson

The RPC will assist the City of Claremont and conduct a sidewalk assessment using the SADES State protocol.

Connecticut River Joint Commissions Administrative Assistance

Responsible Staff: Pat Crocker/Olivia Uyizeye

The Commission will continue to provide administrative assistance to the Connecticut River Joint Commissions.

Eastman Traffic Counts

Responsible Staff: Alex Belenz, Ryan Paterson

The Commission will conduct traffic volume counts in the Eastman Community Association.

EPA Brownfields Assessment Program

Responsible Staff: Vickie Davis/Meghan Butts

The UVLSRPC was awarded \$300,000 on June 6, 2019, a three-year grant from the U.S. Environmental Protection Agency to continue the work originally identified in our initial brownfields award that will end on September 30, 2022. The projects include five tasks, as described below:

- Task 1- Cooperative Agreement Oversight:
- Task 2- Advisory Committee Development
- Task 3- Training and Community Outreach:
- Task 4- Site Identification and Selection
- Task 5- Phase I and Phase II Assessments

Hanover Stream Crossings

Responsible Staff: Alex Belenz/Ryan Paterson

The RPC will assist the Town of Hanover and conduct phase 1 of a 4-phase stream crossing assessment using the SADES State protocol.

Upper Valley Lake Sunapee Regional Planning Commission Annual Work Plan for Fiscal Year 2022-Approved June 9, 2021

Headrest - CDBG

Responsible Staff: Vickie Davis

The RPC will administer the City of Lebanon's award of Community Development Block Grant funding and support rehabilitation costs associated with the Headrest Rehabilitation project.

Household Hazardous Waste Collections

Responsible Staff: Vickie Davis

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

NHDOT Unified Planning Work Program

Responsible Staff: All Staff

The RPC's transportation planning work has four categories: 1) Policy and Planning; 2) Public Involvement and Coordination; 3) Plan Support; and 4) Technical Assistance. In the Policy and Planning category, the Commission solicits and prioritizes projects for the state Ten-Year Transportation Improvement Plan (under RSA 228:99 and 240), contributes to the development of the Statewide Transportation Improvement Program (STIP), and coordinates the development of the region's long-range transportation plan. In the Public Involvement and Coordination category, the Commission organizes the region's Transportation Advisory Committee, maintains the region's Public Involvement Plan, and conducts outreach to the general public about transportation issues/projects/programs affecting the region.

In the Plan Support category, the commission collects traffic data for all arterial and collector roadways in the region, coordinates the collection of data related to the receipts and expenditures of local governments on transportation (FHWA Form 536), and maintains transportation-related data for the region's Geographic Information System (GIS). In the Technical Assistance Category, the commission provides transportation-related technical assistance to municipalities, and state agencies coordinate the development of special transportation studies (e.g., corridor studies), facilitates the region's public transit/human service transportation coordinating councils, provides technical assistance to public transportation providers, and reviews transportation-related impacts of large-scale development proposals.

Upper Valley Lake Sunapee Regional Planning Commission Annual Work Plan for Fiscal Year 2022-Approved June 9, 2021

NH OSI Targeted Block Grant

Responsible Staff: All Staff

The RPC 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 aid 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. The Commission will also continue to develop and distribute the monthly E-Bulletin for communities within the region.

Northern Border Regional Commission

Responsible Staff: Vickie Davis

The RPC shall be available to guide the grantee with other issues, such as their responsibilities regarding the procurement of goods and services and contractors. Also, the Commission will provide the following:

- Quarterly Reporting
- Reimbursement requests
- Final Reporting

Orford Circuit Rider Assistance

Responsible Staff: Vickie Davis

The Commission will assist the Orford 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: participating in preliminary conversations with developers, attending Planning Board meetings, taking part in the review process and also, making professional comments and providing technical assistance regarding the merits of a project, engaging in necessary correspondence on behalf of and with the permission of the Planning Board. Additionally, the Circuit Rider position assists the Planning Board in reviewing current procedures, site plan reviews, and other regulations for the Town.

Upper Valley Lake Sunapee Regional Planning Commission Annual Work Plan for Fiscal Year 2022-Approved June 9, 2021

Pre-Disaster Mitigation Plans (Claremont, Goshen, Newport, Sunapee, and Washington)

Responsible Staff: Vickie Davis

The RPC will assist towns in updating their hazard mitigation plans using the following tasks:

- Task 1- Document the Planning Process
- Task 2-Conduct a Hazard Identification and Risk Assessment
- Task 3-Identify Mitigation Actions
- Task 4-Prioritize Mitigation Actions
- Task 5-Submit Completed Hazard Mitigation Plan draft to HSEM
- Task 6-Submit Adoption and Final Plan to HSEM

Springfield Circuit Rider Planning Assistance

Responsible Staff: Alex Belenz

The Commission will assist the Springfield 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: participating in preliminary conversations with developers, attending Planning Board meetings, taking part in the review process and also, making professional comments and providing technical assistance regarding the merits of a project, engaging in necessary correspondence on behalf of and with the permission of the Planning Board. Additionally, the Circuit Rider position assists the Planning Board in reviewing current procedures, site plan reviews, and other regulations for the Town.

Sullivan County – CDBG Microenterprise

Responsible Staff: Meghan Butts, Staff

Wilmot Circuit Rider Planning Assistance

Responsible Staff: Olivia Uyizeye

The Commission will assist the Wilmot Planning Board in the routine performance of its duties. Such assistance may typically include some or all of the following, at the Planning Board's request: preliminary conversations with developers, attending Planning Board meetings, taking part in the review process, also making professional comments, and providing technical assistance regarding the merits of a project, engaging in necessary correspondence on behalf of and with the permission of the Planning Board. Additionally, the Circuit Rider position can assist

Upper Valley Lake Sunapee Regional Planning Commission Annual Work Plan for Fiscal Year 2022-Approved June 9, 2021

the Planning Board in reviewing current procedures, reviewing site plan reviews, and other regulations for the Town.

Proposed or Potential Projects for the Fiscal Year 2022 Tier 2

AARP

Responsible Staff: Alex Belenz

The Commission will purchase materials and conduct a “pop-up planning” demonstration in West Lebanon.

Lead Paint - EPA Healthy Communities

Responsible Staff: Vickie Davis

The Commission will lead a project to provide at-home lead paint testing kits to families with young children across the region. The project includes some remediation if lead is found in homes.

Sullivan County Recreation - NHCF Grant

Responsible Staff: Alex Belenz

The Commission will lead Sullivan County through a recreation and trail planning process.

USDA Solid Waste Management Grant

Responsible Staff: Vickie Davis

The RPC will direct a solid waste management program for the eligible municipalities with the following tasks:

- School Chemical Safety Trainings
- Household Hazardous Waste Collections and Training
- Waste Management Technical Assistance and Training
- Food Scraps Recovery & Composting

Upper Valley Lake Sunapee Regional Planning Commission Annual Work Plan for Fiscal Year 2022-Approved June 9, 2021

Vital Communities-New Homes

Responsible Staff: Olivia Uyizeye

The RPC will coordinate with municipalities to count new homes completed in their communities, which will then be analyzed for trends, affordability, and within the context of the region's housing shortage.

Potential Projects for the Fiscal Year 2022 Tier 3

604B

Community Development Block Grant-Canaan

Lebanon Multimodal Plan

Northern Border Regional Commission Administration

Plan NH's Municipal Technical Assistance Grant Program

Sullivan County CEDS

Sullivan County Recreation Plan