



Upper Valley Lake Sunapee  
Regional Planning Commission

January 14, 2011

Mr. John Corrigan  
New Hampshire Department of Transportation  
Bureau of Planning and Community Assistance  
7 Hazen Drive  
P.O. Box 483  
Concord, New Hampshire 03302-0483

**SUBJECT: Upper Valley Lake Sunapee Transportation Advisory Committee (TAC)  
Prioritization of Round 5 Safe Routes to School Grant Applications**

Dear Mr. Corrigan:

Please be advised that the Upper Valley Lake Sunapee Transportation Advisory Committee (TAC) met on December 14, 2010 to score and prioritize the Round 5 Safe Routes to School (SRTS) applications received from communities and not-for-profit organizations in the Upper Valley Lake Sunapee region. The applications evaluated were:

- **City of Lebanon-** Infrastructure/Non-infrastructure (\$97,128)
- **NH BikeSmart Program-** Non-infrastructure (\$5,000)

**TAC SCORING SUMMARY**

The TAC scored the City of Lebanon's application under the 100-point scoring system for SRTS Infrastructure/Non-Infrastructure projects.

<b>Scoring Criteria</b>	<b>Maximum Points</b>	<b>City of Lebanon</b>
Comprehensive SRTS Travel Plan	20	20
Surveys/Site Visits	5	5
Education	10	9
Encouragement	10	10
Enforcement	10	8
Engineering	20	18
Inclusive SRTS Task Force	5	5
Documented Municipal and School Support	5	5
Parental Support	5	5
Educational Community Support (e.g. PTA/PTO)	5	4
Support from Biking/Walking Advocacy Groups	5	5
Disadvantaged Communities	20 (bonus)	6
<b>Total</b>	<b>100 (+20 bonus)</b>	<b>100</b>

## TAC COMMENTS ON THE APPLICATIONS

### City of Lebanon

The TAC commended the City of Lebanon for its proactive implementation of the Safe Routes to School Travel Plans developed for the Hanover Street and Mount Lebanon elementary schools. In addition to its infrastructure (engineering) initiatives, Lebanon continues to propose innovative ideas in the fields of education, encouragement, and enforcement. Specific comments on the City of Lebanon's application are listed below.

#### *Related to the Engineering Budget:*

- The TAC noted that preliminary engineering costs for SRTS infrastructure projects are often substantial, and the application does not provide a budget for engineering costs.

Following the TAC's review of the application, I discussed this issue with Greg Norman, who is coordinating the SRTS effort on behalf of the City of Lebanon. He has proposed a series of solutions, including an infrastructure scope-reduction, for your consideration. I believe that Mr. Norman's infrastructure scope-reduction proposal (e.g. asphalt instead of concrete sidewalk, etc.) will allow for a project that addresses the needs identified in the Hanover Street Elementary School Travel Plan while accommodating the engineering requirements of the SRTS Program. I encourage you and the SRTS Statewide Advisory Committee to work cooperatively with the City of Lebanon to this end.

#### *Related to Private Property Impacts:*

- The TAC noted that the proposed infrastructure project will have private property impacts, and the application does not provide a budget for Right-of-Way costs.

Following the TAC's review of the application, I conducted further research on this issue. The project will impact one private property owner, and the property owner has expressed a willingness to work with the City of Lebanon to allow the project to happen with no additional Right-of-Way cost. Lebanon School District staff members are actively working with the property owner to develop a written agreement to this effect. I encourage you to coordinate with the City of Lebanon to ensure that this agreement is finalized and that no additional Right-of-Way acquisition costs are required to construct the project prior to an award of funding.

#### *Related to the Disadvantaged Communities Criterion:*

In their scoring of the City of Lebanon's application, the TAC awarded 6 points to the City of Lebanon under the "Disadvantaged Communities" criterion. The TAC awarded these points based on the special strategies delineated in the SRTS Travel Plan for encouraging children living at the Romano Circle subsidized housing development in West Lebanon to walk and bike to school. Currently, approximately 35 elementary school students live at Romano Circle. However, as members of the TAC noted, the Romano Circle housing development is

being expanded and additional elementary school students will likely move into the development, making the implementation of the City's SRTS encouragement strategies especially timely and pertinent.

*The TAC strongly recommends that the City of Lebanon's application receive full funding under the SRTS program, contingent on appropriate resolution of the Engineering and Right-of-Way budget issues detailed above.*

### **NH BikeSmart Program**

The TAC recognizes the important function that the NH BikeSmart Program serves in training children about bicycle safety, and supports the program's mission. However, the TAC also recognizes that the SRTS Scoring Criteria are geared toward evaluating projects based on parent/student surveys, locally-developed travel plans, elements of each of the "Five E's", and broad documented support. The NH BikeSmart application does not fit into that framework, and for this reason, the TAC chose not to score the application.

*The TAC requests that the SRTS Statewide Advisory Committee use its sole discretion in evaluating the NH BikeSmart Program application, and determining the application's suitability for SRTS funding.*

If you have any questions about this correspondence, please feel free to give me a call at (603) 448-1680 or e-mail me at [nmiller@uvlsrpc.org](mailto:nmiller@uvlsrpc.org).

Respectfully Submitted,



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Senior Planner

CC: William Watson, NHDOT  
Van Chesnut, Chair, UVLSRPC TAC  
Greg Norman, DHMC  
David Brooks, City of Lebanon  
Roger Lohr, NH BikeSmart Program  
Christine Walker, UVLSRPC