



ROCKINGHAM PLANNING COMMISSION
156 WATER STREET
EXETER, NH 03833
PHONE: (603) 778-0885
FAX: (603) 778-9183
email@rpc-nh.org OR spwmpo@rpc-nh.org
www.rpc-nh.org

ATKINSON ? DANVILLE ? HAMPSTEAD ? KINGSTON ? NEWTON ? PLAISTOW ? SALEM ? SANDOWN ? WINDHAM

MEMORANDUM

TO: Salem-Plaistow-Windham MPO Technical Advisory Committee
FROM: Scott Bogle, RPC Senior Transportation Planner
DATE: March 4, 2005
RE: Draft FY 2006-2007 Unified Planning Work Program

Attached is the **Draft FY 2006-2007 Unified Planning Work Program (UPWP)** for the Salem-Plaistow-Windham MPO. The UPWP identifies the planning priorities and work tasks that the MPO will address during the program period. The development of the UPWP is required as part of the 3Cs metropolitan planning process and specifically the Metropolitan Planning Rules (23 CFR 450:314).

The “unified” aspect of the document as indicated in the title means that it encompasses all MPO transportation planning activities that are foreseen, regardless of funding source or implementing agency. The program period for this UPWP is the two-year period from July 1, 2005 to June 30, 2007. This UPWP covers MPO planning work projected for the coming two-year period.

While much of the content of the UPWP remains consistent from year to year given ongoing MPO responsibilities, staff have updated the current FY 2004-2005 UPWP, removing completed tasks and adding tasks anticipated for the coming biennium.

The sections on Staffing and Costs that detail personnel costs and distribution of staff time have been grayed out in this draft, and the summary funding tables from the previous UPWP are not included, as we are still in the process of updating these numbers. To develop the new projections we are reviewing actual expenditures and time distribution for FY 2004 and FY 2005 (through January) against the projections in the current UPWP. Generally speaking we expect to slightly reduce the funding allocation for Task 101 – Data Collection and Analysis, as the current UPWP included the consultant contract and significant staff time for the update to the Regional Travel Demand Model, which is now largely complete. Given proposed changes to the project solicitation and development process, which will require more staff time to work with communities on project development, we anticipate correspondingly increasing funding and staff effort under Task 103 – Implementation, and Task 104 – Local Technical Assistance.

The funding and staff time allocation tables will be distributed at the TAC meeting. Please review the proposed Planning Priorities, Activities, and Work Products for discussion at the TAC meeting.

Recommended Action

Staff recommends that the Technical Advisory Committee review and amend as necessary the Draft 2006-2007 Unified Planning Work Program for the Salem-Plaistow-Windham MPO, and recommend adoption of the document (with any revisions) to the MPO Policy Committee. The Policy Committee will review the revised draft at its meeting on April 6, 2005. The adopted UPWP needs to be submitted to NHDOT by mid-April.