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 NANTUCKET TOWN CLERK  
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## MEETING POSTING

**TOWN OF NANTUCKET**  
 Pursuant to MGL Chapter 30A, § 18-25  
 All meeting **notices and agenda** must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

<b>Committee/Board/s</b>	<b>Nantucket Planning &amp; Economic Development Commission</b>
<b>Day, Date, and Time</b>	<b>Monday, March 28, 2016, at 6:00pm</b>
<b>Location / Address</b>	<input type="checkbox"/> Fairgrounds Road, Nantucket, MA <b>Training Room</b>  <input type="checkbox"/>
<b>Signature of Chair or Authorized Person</b>	<b>Eleanor W. Antonietti, Zoning Administrator &amp; Land Use Specialist</b>

**WARNING: IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!**

## **NP&EDC**

**AGENDA**  
[www.nantucket-ma.gov](http://www.nantucket-ma.gov)

Please list below the topics the chair reasonably anticipates will be discussed at the meeting

- I. Call to Order:
- II. Establishment of Quorum:
- III. Approval of Agenda:
- IV. Approval of Minutes:
  - February 1, 2016
- V. Public Comment:

**VI. Action / Discussion Items:**

- Pages 3 - 20** A. NRTA Year Round Bus Study
- Pages 21-37** B. Complete Streets Policy – review draft policy
- Pages 38-39** C. FY 2016-19 TIP – MPO Self Certification Compliance Statement
- Pages 40-43** D. FY 2016 UPWP – Budget Reallocation
- Pages 44-45** E. FY 2017 UPWP – review draft program and public review schedule
- Pages 49-53** F. FY 2017-2020 TIP – review draft program and public review schedule
- Pages 54-62** G. Public Participation Plan Update – review draft plan and public review schedule
- H. Action/Discussion: 2016 ATM – Final Review
- I. Review of Census Questionnaire
- J. Transportation Report
- K. Discussion regarding *Surfside Commons* 40B apartment building project – 106 Surfside Rd.
  - a. Site Visit on Tuesday, March 29, 2016 at 2:00 p.m.

**VII. Other Business:**

**VIII. Adjournment**

**Transportation Planning Report**  
**T. Michael Burns, AICP**  
**March 28, 2016**

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This is a progress report of transportation-related activities as of **March 25, 2016**.

**1. NRTA Year Round Bus Study**

Staff has been coordinating with the NRTA and their consultant, AECOM, on a study to determine the feasibility of year round bus service. This included demonstrating a demand for the service, and designing a service that would meet that demand in the most cost-effective manner. A final report of recommended options will be presented to the NRTA Advisory Board on April 13<sup>th</sup>. Staff requests that the NP&EDC include this item on a May 2<sup>nd</sup> meeting agenda to evaluate implementation strategies at future meetings, and to provide the Board of Selectmen with a recommendation for the service following that evaluation.

**2. Complete Streets Policy – Draft**

Staff attended the Baystate Roads Program’s Complete Streets Policy training on Nantucket March 18<sup>th</sup>, along with members of various local boards and committees, such as Board of Selectmen, Planning Board, Roads and Right of Way, HDC, and BPAC. This training is a requirement for communities to receive federal and state funding (\$50K for project evaluation, and \$400K for construction) for Complete Streets’ multi-modal programs. Staff has developed a draft policy in coordination with the Roads and Right of Way Committee for the Board of Selectmen to approve. Staff requests that the NP&EDC include this item on a May 2<sup>nd</sup> meeting agenda to further discuss the policy, and to provide a recommendation to the Board of Selectmen regarding this policy prior to submitting it to MassDOT for review and scoring. If the policy scores more than 80 points, staff will coordinate with MassDOT on the next steps, which includes review of projects to be prioritized and funded through the program.

**3. FFY 2016 – 2019 Transportation Improvement Program – Self Certification Compliance**

MassDOT has completed their statewide air quality and greenhouse gas (GHG) modeling, as required by the Global Warming Solutions Act. The NP&EDC’s TIP and RTP does include analysis of these air quality impacts in the appendix. Staff requests that the NP&EDC authorize the Chair to sign the self-certification statement that notes that the NP&EDC’s TIP complies with air quality/GHG regulations.

**4. FFY 2016 UPWP Budget Reallocation**

Staff has utilized more time for Task 1.2 – Inter-regional Planning Coordination, Task 2.2 – GIS, and Task 3.4 – Special Studies than originally anticipated. In anticipation of additional work necessary for these tasks, staff will be submitted a request to MassDOT to reallocate up to time allotted to Task 1.4 – UPWP, Task 2.1 – Data Collection, and Task 3.2 – Parking Management. No significant time is anticipated for these tasks, and if there is a need to dedicate time to these tasks, staff will request reallocation of time from another underutilized task.

Additionally, staff will be submitting a request to reallocate \$1,421.00 from the 3C travel budget to the 3C equipment budget to replace a traffic counter that was stolen during the 2015 summer season.

**5. FFY 2017 UPWP – Draft Program and Public Review Schedule**

Staff has included a draft program in the packet for the NP&EDC to review. The budget for the UPWP is greater than in FY 2016 due to the appropriation of more funding as part of the new federal transportation law – the Fixing America’s Surface Transportation (FAST) Act. Staff has initially programmed the additional funding into the direct costs budget to purchase bike and pedestrian counters, conduct additional intersection counts using video capture, and funding professional services for Complete Streets/Livability programs. The draft UPWP will need a 30-day public review prior to approval. Staff requests approval of the table below that outlines the development and public outreach schedule:

<b>March 28, 2016</b>	NP&EDC review of draft UPWP funding schedule and tasks
<b>May 2, 2016</b>	NP&EDC continue review of draft UPWP funding schedule and tasks (requires special meeting on this date)
<b>May 2, 2016 to June 6, 2016</b>	Coordinate review of draft UPWP with MassDOT
<b>June 6, 2016</b>	NP&EDC approval of public review of draft (June 9, 2016 to July 18, 2016)
<b>June 20, 2016</b>	NP&EDC public hearing to solicit comments from the public (requires special meeting on this date)
<b>July 18, 2016</b>	NP&EDC approval of final UPWP (requires special meeting on this date)

#### **6. FFY 2017-2020 TIP – Draft Program and Public Review Schedule**

Staff has included a draft program that lists anticipated projects for the TIP in the packet for the NP&EDC to review. Since there are no federal-aid eligible projects for FFY 2017 or 2018, staff is proposing to flex FFY 2017 funding to transit for the NRTA to replacement two buses, and using FFY 2018 funding to resurfacing of a federal-aid eligible road. Funding for FFY 2019 and 2020 will likely be used for construction of the Surfside Rd/Bartlett Rd Roundabout, if local funding is approved at the upcoming Town Meeting. The draft TIP will need a 30-day public review prior to approval. Staff requests approval of the table below that outlines the development and public outreach schedule:

<b>March 28, 2016</b>	NP&EDC review of draft TIP schedule
<b>April 14, 2016 to June 6, 2016</b>	Coordinate review of draft TIP with MassDOT (April 14, 2016 coordinated meeting)
<b>May 2, 2016</b>	NP&EDC continue review of draft TIP schedule (requires special meeting on this date)
<b>June 6, 2016</b>	NP&EDC approval of public review of draft (June 9, 2016 to July 18, 2016)
<b>June 20, 2016</b>	NP&EDC public hearing to solicit comments from the public (requires special meeting on this date)
<b>July 18, 2016</b>	NP&EDC approval of final UPWP (requires special meeting on this date)

#### **7. Public Participation Plan Update**

Staff has included a task in the FFY 2016 UPWP to update the Public Participation Plan (PPP), which was last updated on June 28, 2007. The plan will need to be updated to incorporate outreach efforts required by MassDOT’s Office of Civil Rights. Staff is also reviewing the PPP of other regions for improvements to outreach efforts. The draft PPP requires a 45-day public review. Staff requests approval of the table below that outlines the development and public outreach schedule:

<b>March 28, 2016</b>	NP&EDC review of draft PPP schedule
<b>March 28, 2016 to May 2, 2016</b>	Coordinate review of draft PPP with MassDOT
<b>May 2, 2016</b>	NP&EDC approval of public review of draft PPP (May 26, 2016 to July 18, 2016)
<b>June 20, 2016</b>	NP&EDC public hearing to solicit comments from the public (requires special meeting on this date)
<b>July 18, 2016</b>	NP&EDC approval of final PPP (requires special meeting on this date)

**8. In-Town Bike Path – Phase 1 – Construction (Federal Aid)**

0.24 mile path between Washington St. Extension and Orange St. via Rail Road ROW

Estimated Total Construction Cost: \$1,132,285.30

MassDOT originally advertised the project for construction on September 12<sup>th</sup> following the certification of the right of way process, and bids were opened November 24<sup>th</sup>. On December 24<sup>th</sup> MassDOT recommended the bids be rejected on due to ambiguities in the asphalt specifications which resulted in significantly higher than estimated bid prices (almost \$3 million versus the estimated \$1.1 million). MassDOT and the Town’s engineering consultant (VHB) prepared new bid documents so the project can be re-advertised again with the corrected asphalt specifications. The project was re-advertised on March 5<sup>th</sup>, and a contract for construction should be awarded by the end of June.

**9. Mill Hill Path – Design/Construction (Local Aid)**

Linking the existing 8 foot wide Prospect St path to Joy St via Mill Hill Park and Woodlands Hills

DPW is coordinating with Bracken Engineering to modify the alignment of this path so that it uses the layout of North Mill St and Mill Hill Rd to connect with the Woodland Hills subdivision. Completion of this path is dependent on construction by others of an abutting roadway through the Woodland Hills subdivision, which is necessary to complete the connection of the Prospect St path to Joy St.

**10. Milk Street Extension Path – Design/Construction (Local Aid)**

2,485 linear foot extension of the Hummock Pond Road Bike Path to Mt Vernon Street

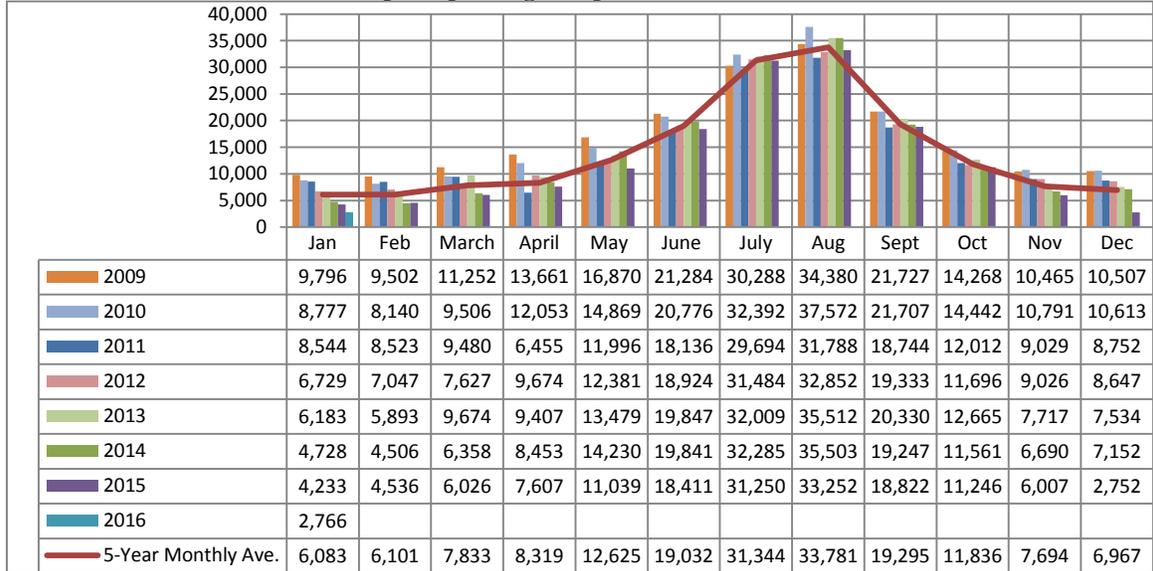
Staff continues coordination with DPW and other entities to implement this project by summer 2016. The County completed the taking of easements for the path on January 6<sup>th</sup>. The utilities (Verizon and National Grid) have also submitted a petition to the Town to relocate poles to the opposite side of Milk Street. Lastly, staff secured archeological survey services as a precaution for the work on the Prospect Hill Cemetery property, which are currently being processed by the contractor, Hager-Richter Geoscience. Site Design LLC is currently finalizing the design plans and incorporating the utility design into the plans.

**11. Bicycle and Pedestrian Advisory Committee**

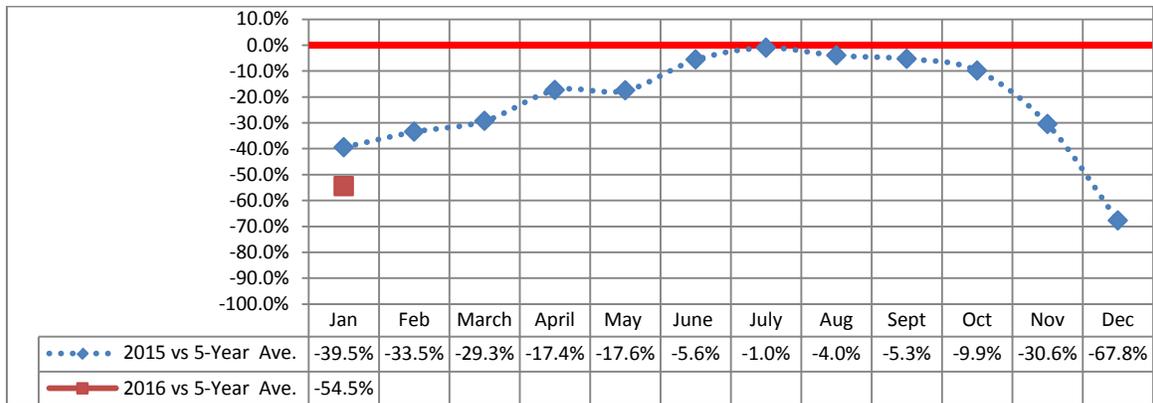
BPAC continues to meet monthly to discuss a variety of bike and pedestrian issues including bike route stencil locations, bike racks, and provide guidance on the design of other bike/pedestrian projects. BPAC conducted a site visit along Orange St to determine the feasibility of a bike lane along the one-way section.

**Summary of Airport and Ferry Statistics:**

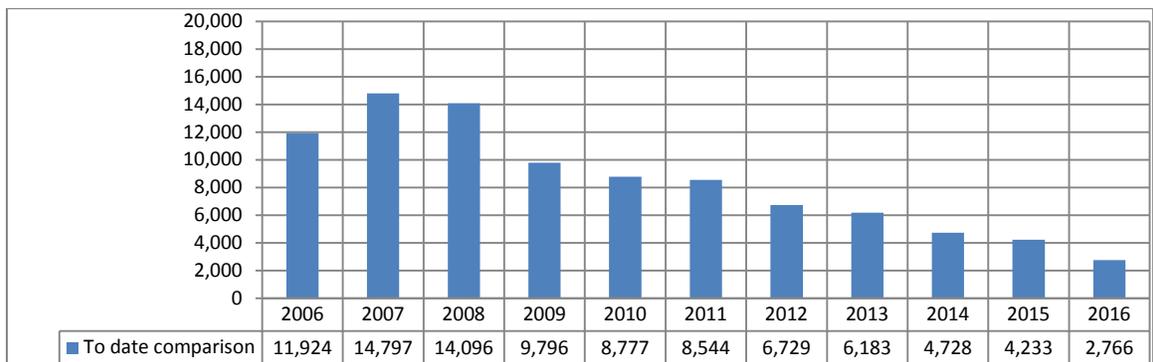
**12. Nantucket Memorial Airport (passenger departures)**



**Chart 1. Total Enplanements (Departures)**



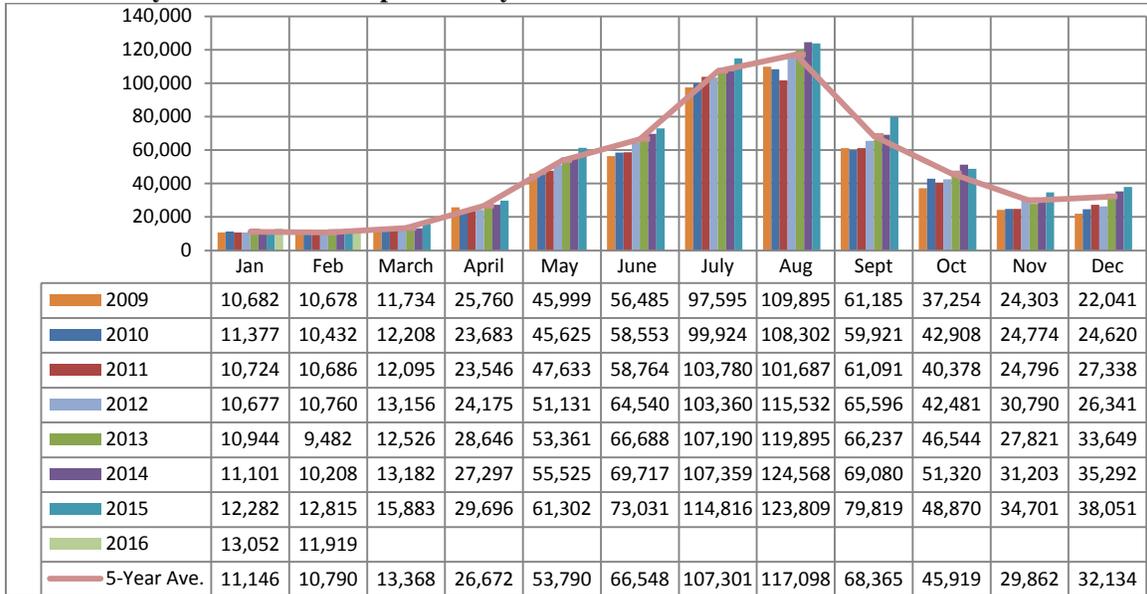
**Chart 2. Monthly Enplanement versus 5-Year Average**



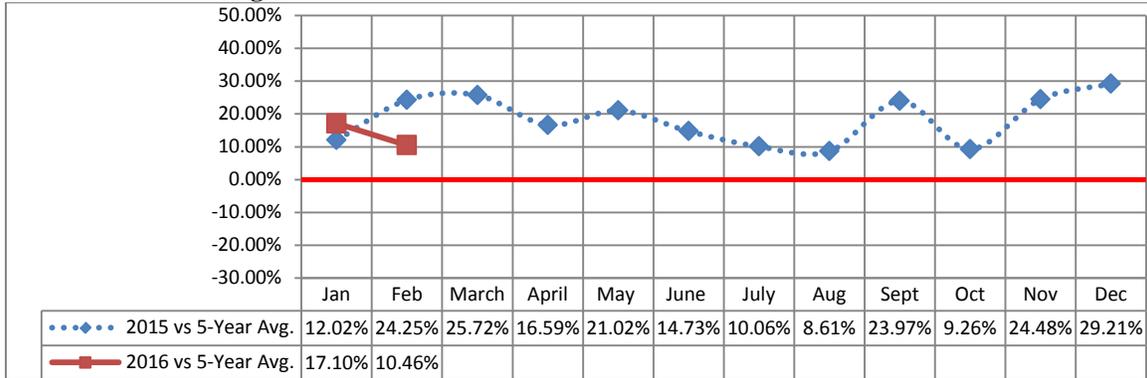
**Chart 3. Annual Enplanements "To Date" Comparison**

The above charts depict airport departures for each month of the last five years. Chart 1 shows the total number of departures for each month. Chart 2 shows the percent of change for each month compared to the five-year average for that month. Chart 3 shows the total enplanements for each year up to this year's current month.

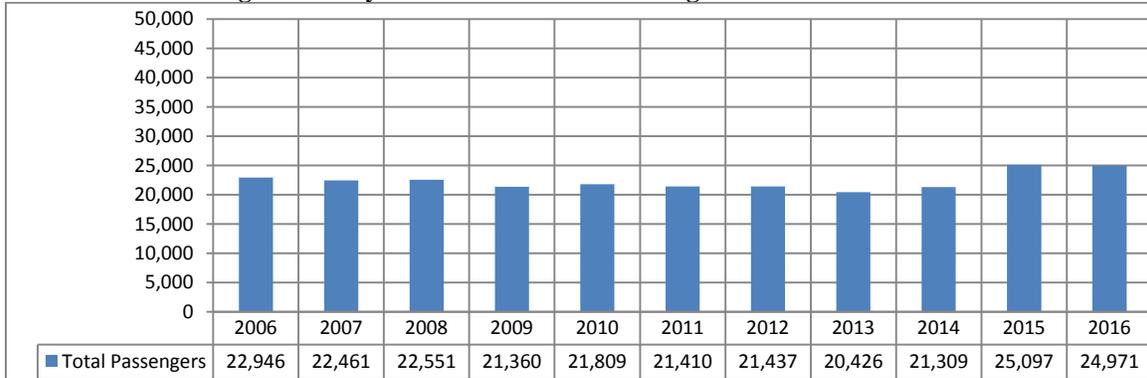
### 13. Ferry Service - Steamship Authority



**Chart 4. Total Passengers To/From Nantucket via SSA**

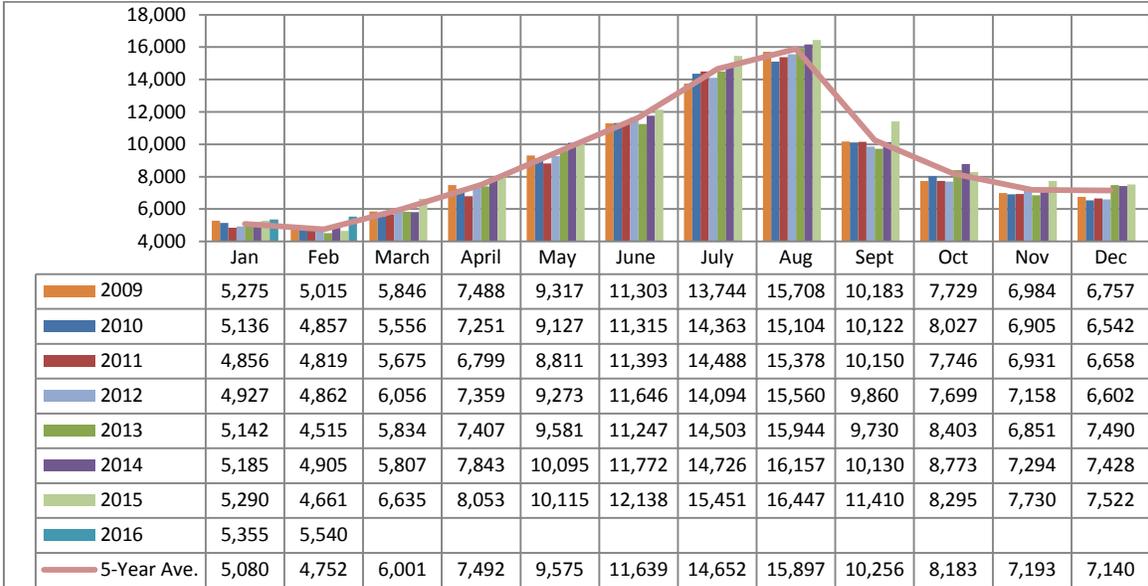


**Chart 5. SSA Passenger Monthly Total versus 5-Year Average**

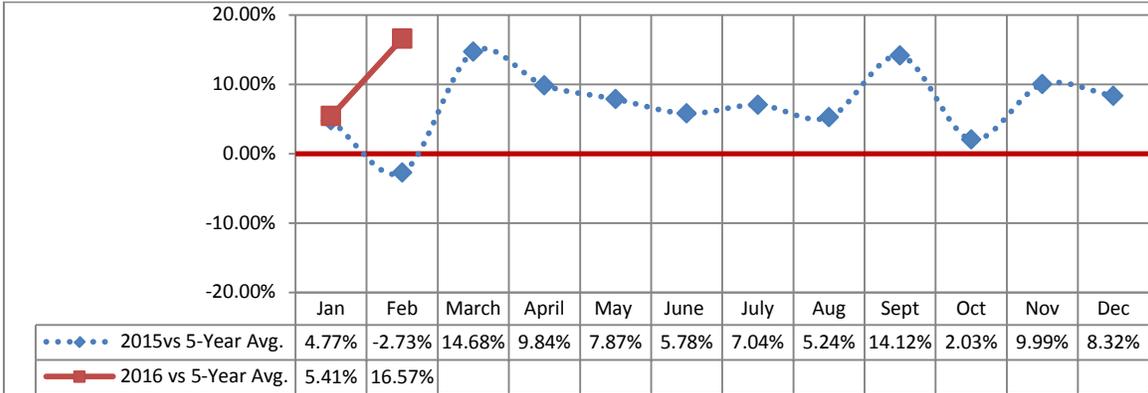


**Chart 6. Annual SSA Passengers - "To Date" Comparison**

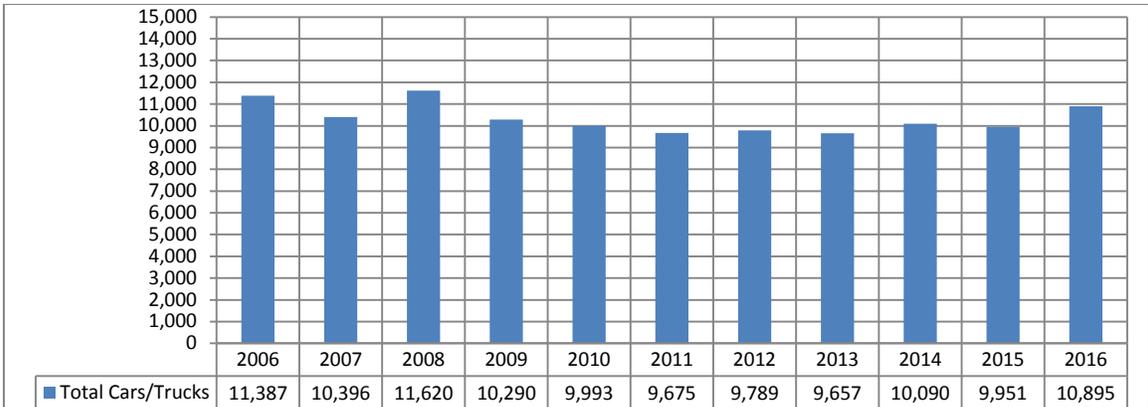
Charts 4, 5, and 6 depict total SSA passengers for each month of the last five years. Chart 4 shows the total number of passengers for this time period 2003 through 2008. Chart 5 shows the percent of change for each month (2007 and 2008 to date) compared to the five-year average for that month. Chart 6 shows the total SSA passengers for each year up to this year's current month.



**Chart 7. Total Cars and Trucks To/From Nantucket via SSA**



**Chart 8. Monthly Cars and Trucks Total versus 5-Year Average**



**Chart 9. Total Vehicles – To Date Comparison**

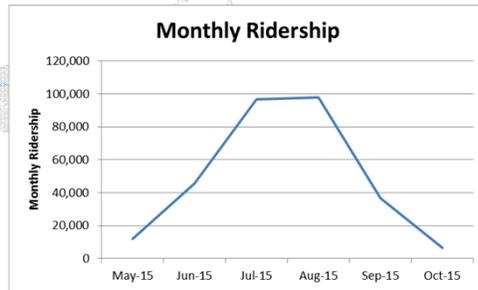
Charts 7, 8, and 9 depict total cars and trucks carried on the SSA for each month of the last five years. Chart 7 shows the total number of cars and trucks. Chart 8 shows the percent of change for each month compared to the five-year average for that month. Chart 9 shows the total SSA vehicles for each year up to this year's current month.



## 2015 NRTA Ridership

- 1,228 passengers daily early-shoulder season
- 2,902 passengers daily summer season
- 846 passengers daily late-shoulder season

Average daily shoulder ridership is 2x higher than the system ridership of two other state RTAs which have year-round service



NRTA Year-Round Bus Service Study

## 2015 NRTA Route Diagnostics

Route Name	Farebox Recovery	Passengers per Mile	Passengers per Hour	Cost per Mile	Cost per Passenger	Subsidy/passenger
Airport Route	11.2%	0.75	3.78	\$13.51	\$18.11	\$16.08
Jetties Beach	34.2%	6.62	23.83	\$19.00	\$2.87	\$1.89
Madaket Route	35.3%	1.07	13.57	\$5.41	\$5.04	\$3.26
Miacomet Loop	27.5%	1.57	17.05	\$6.31	\$4.01	\$2.91
Mid Island Loop	26.1%	2.03	15.76	\$8.80	\$4.34	\$3.21
Sconset via Milestone Rd	48.6%	1.32	18.56	\$4.85	\$3.69	\$1.90
Sconset via Old South Rd	57.8%	1.46	23.08	\$4.33	\$2.96	\$1.25
Sconset via Polpis Rd	31.6%	0.77	11.53	\$4.56	\$5.93	\$4.06
Surfside Beach	68.8%	2.50	25.85	\$6.61	\$2.65	\$0.82
<b>Fixed Route System Total</b>	<b>32.6%*</b>	<b>1.54</b>	<b>15.90</b>	<b>\$8.05</b>	<b>\$5.22</b>	<b>\$3.81</b>
Ferry Connector	90.5%**	0.97	2.33	\$28.60	\$29.42	\$2.79

\*Does not include Ferry Connector, with ferry connector and subsidy it is 44.4%

\*\*Includes private funding (subsidy). Without the funding but instead a \$2 fare it would be 6.8%

Green indicates better than state average

NRTA Year-Round Bus Service Study

## Route Diagnostics – Highlights 1

- Top rural transit performer in MA for passengers per mile
- In the top half of performers statewide for pass/mile, cost/pass, farebox recovery, subsidy/pass

Second highest farebox recovery in the state

NRTA is one of the most efficient transit providers in MA and provides a lot of service with a tight budget

NRTA Year-Round Bus Service Study

## Route Diagnostics – Highlights 2

Top rural transit performer in MA for passengers per mile

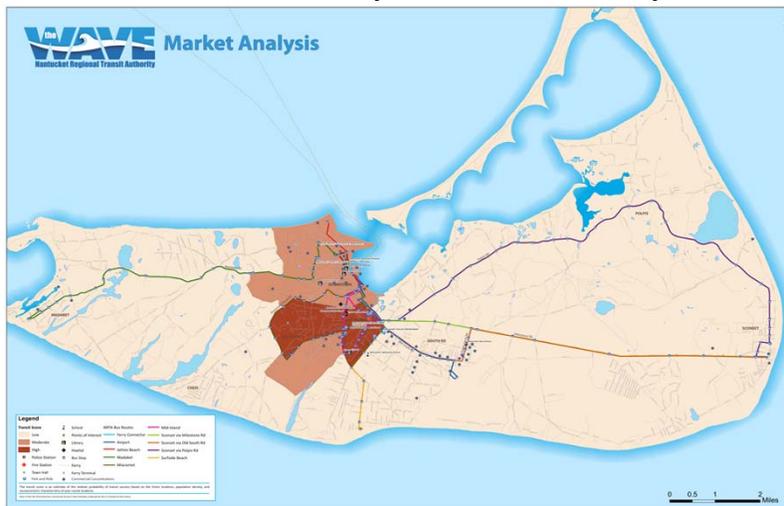
118% better than other New England rural transit for cost/passenger

- Better than the national averages for rural transit providers in pass/mile (0.59), pass/hour (10.8), cost/pass (7.42), farebox recovery (6%)

A rural system performing like an urban system

NRTA Year-Round Bus Service Study

## Market Analysis – Summary



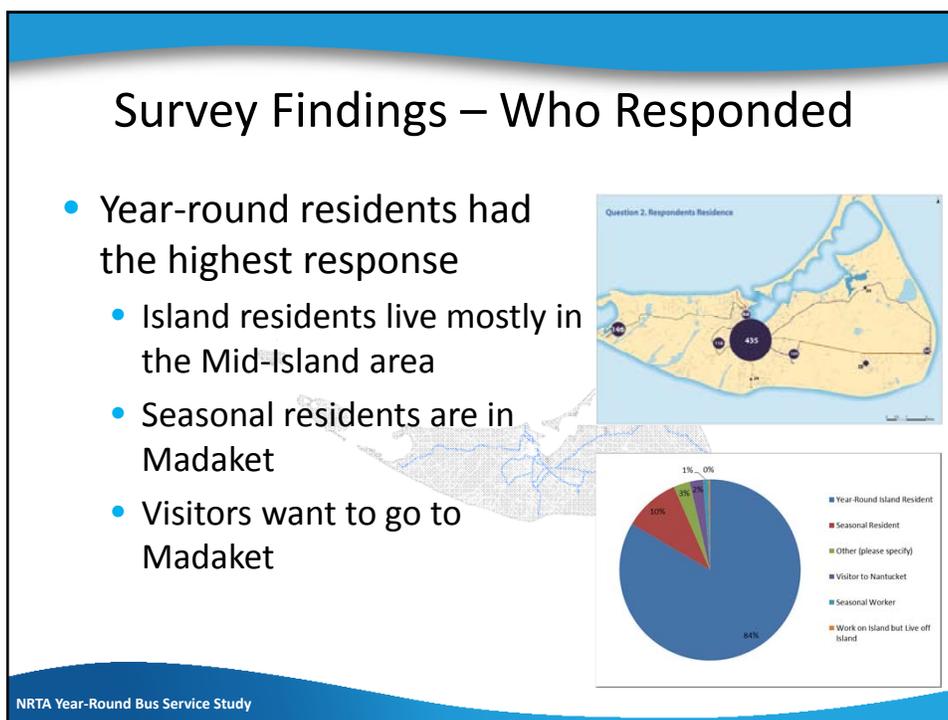
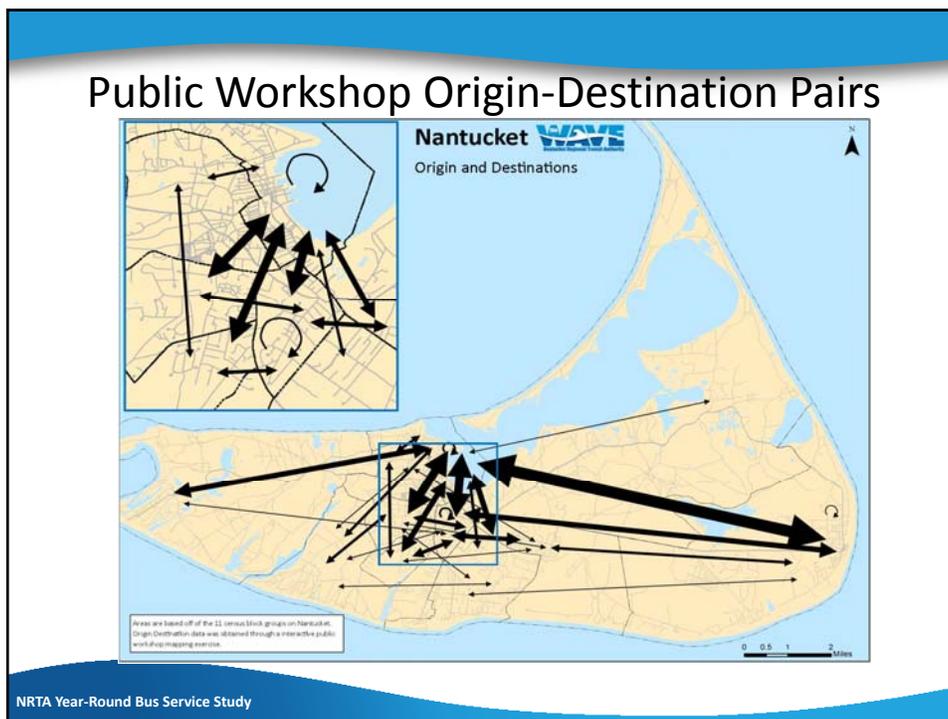
NRTA Year-Round Bus Service Study

## Outreach Summary

- Stakeholder meeting – 16 attendees
- Public Workshops – 50 attendees
- Pop-up table High School – 54 attendees
- Pop-up table Stop & Shop – 27 attendees
- Online Surveys – 918 completed

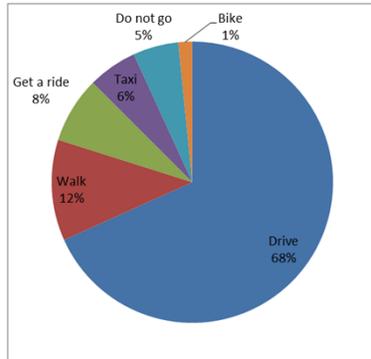
**Total surveys received = 1,132**

NRTA Year-Round Bus Service Study



## Survey Findings – How People Get Around

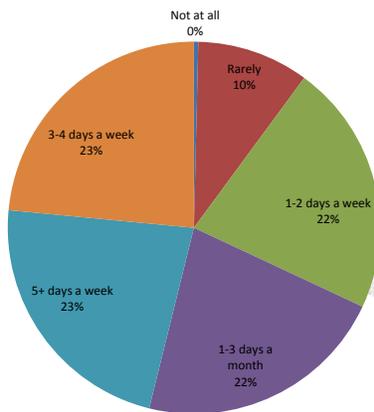
- In the off-season 32% of respondents do not have a private car to get around



**79% of respondents ride the WAVE in the summer**

NRTA Year-Round Bus Service Study

## Survey Findings – Current WAVE Riders



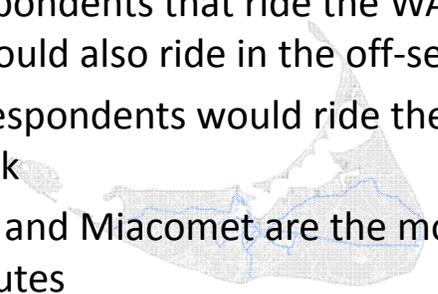
**50% of those living in Mid-Island /Miacomet/ Old South Rd areas ride the bus 3+ times per week**

**68% of WAVE riders take at least one trip per week**

NRTA Year-Round Bus Service Study

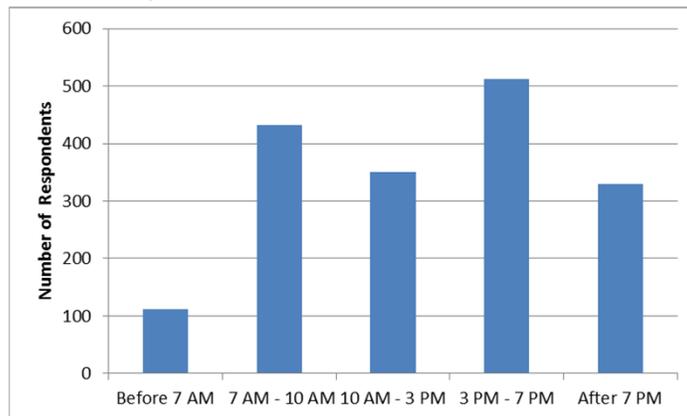
## Survey Findings – Off-Season Service

- 96% of respondents that ride the WAVE in the summer would also ride in the off-season
- 22.9% of respondents would ride the WAVE 5+ days a week
- Mid-Island and Miacomet are the most popular routes



NRTA Year-Round Bus Service Study

## Survey Findings – Times of Day Respondents want to Ride



NRTA Year-Round Bus Service Study

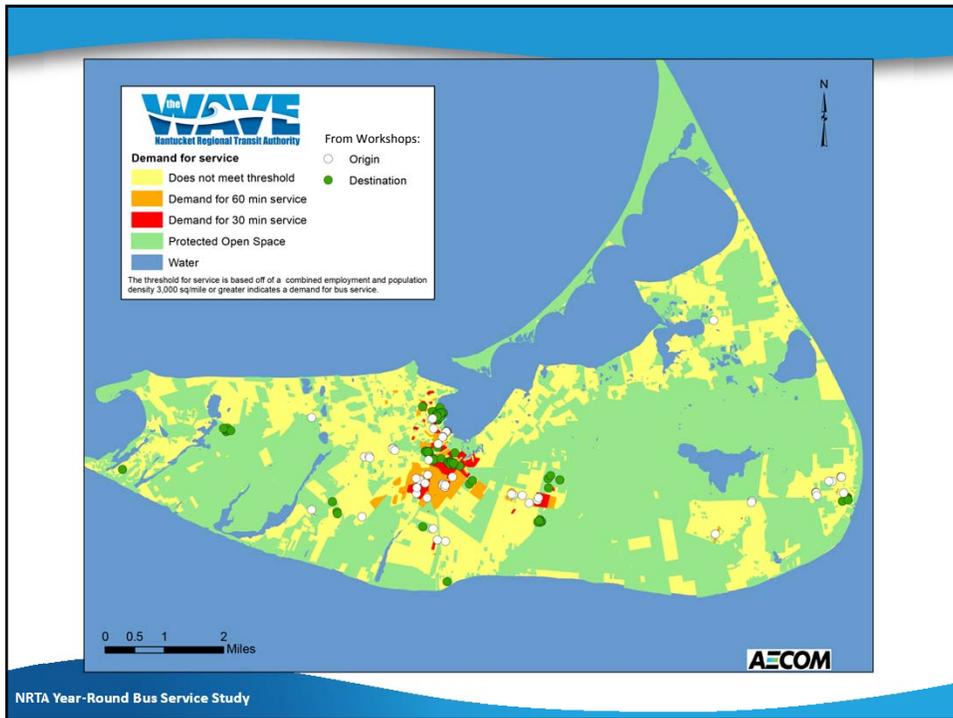
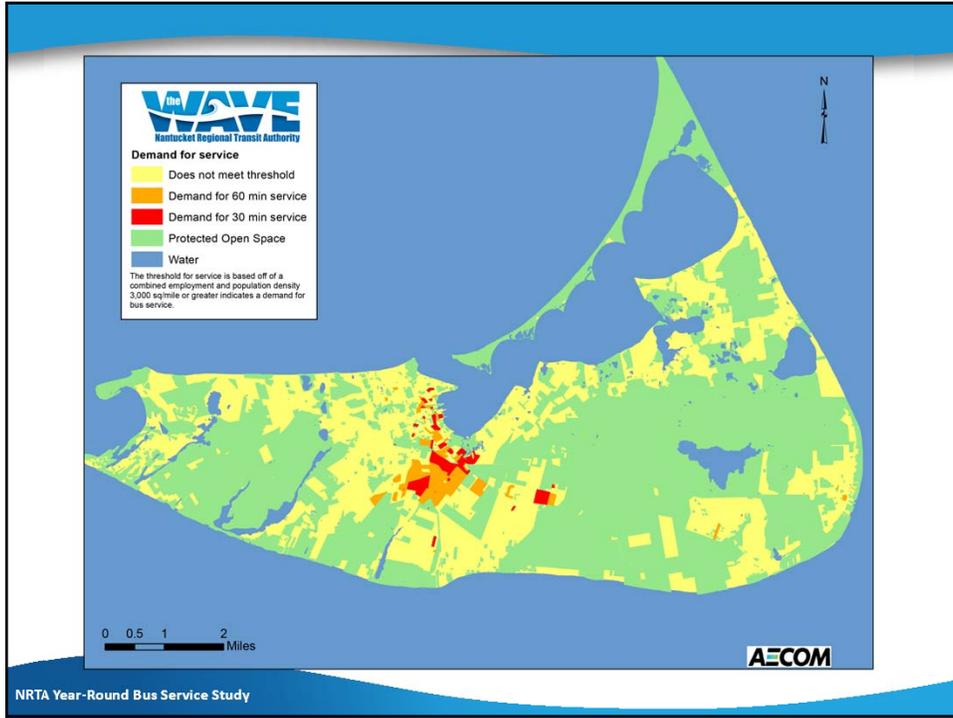
## Survey Findings – Current Non-Riders

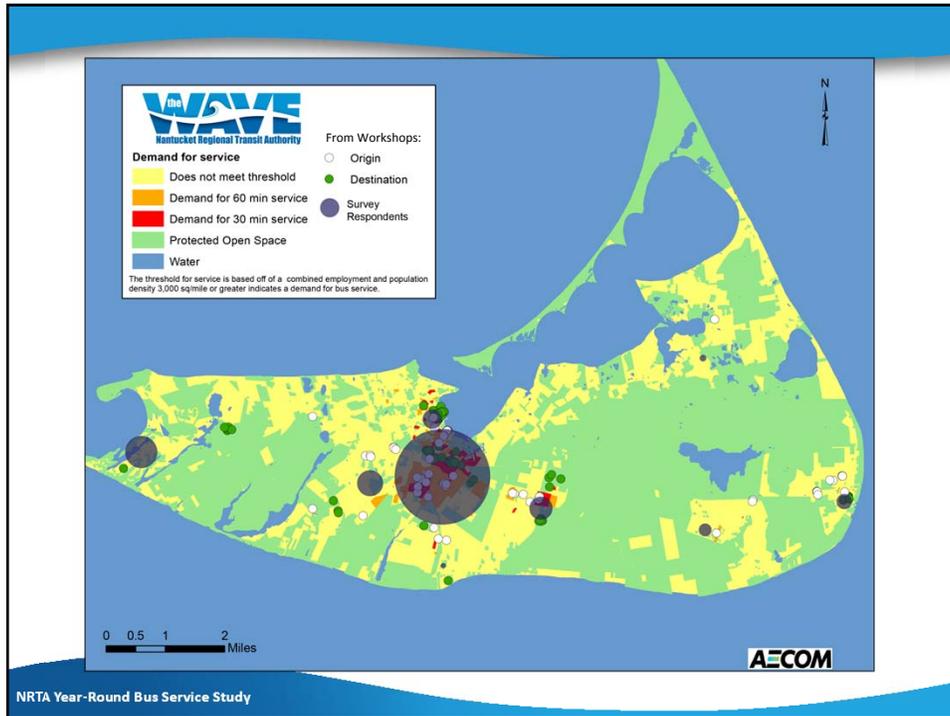
- 47% said they would take the bus if it was operated year-round
  - Primarily Mid-Island and Tom Nevers residents responded
- Current non-riders want the bus to go to the ferry terminals, airport, and the Mid-Island area

NRTA Year-Round Bus Service Study

## Market Analysis and Outreach Findings Summary

NRTA Year-Round Bus Service Study





## Alternatives Development Process

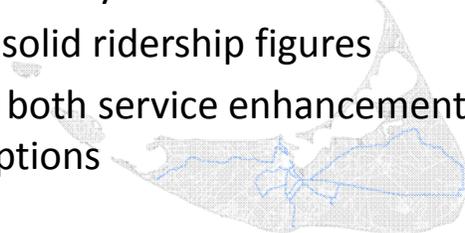
- Identify Transit Markets/Audience
- Develop a Menu of Options
- Evaluate Options
  - Level of Service
  - Projected Ridership
  - Projected Operating Cost
- Identify a Preferred Alternative

**Current NRTA WAVE service operates 145 days each year**

**NRTA WAVE averages 1,200 trips per day in the shoulder season and 2,900 trips per day in the peak**

## Preferred Alternative

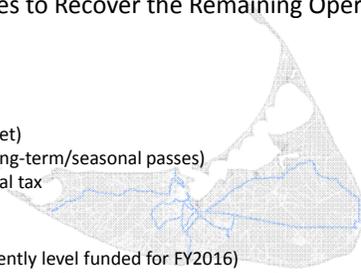
- Will be unveiled on April 13!
- Recommends year-round bus service
- Projects solid ridership figures
- Includes both service enhancement and cost saving options



NRTA Year-Round Bus Service Study

## Funding Options

- Fares
  - Farebox recovery is anticipated to cover at least 20% of operating costs based on existing seasonal service farebox recovery rates
- Possible Funding Sources to Recover the Remaining Operating Costs and Capital Costs
  - Local
    - Local Assessment
    - Town Meeting
    - Parking fees (on-street)
    - Park and Ride Lot (long-term/seasonal passes)
    - Hospitality/other local tax
    - Partnerships
  - State
    - Transit funding (currently level funded for FY2016)
    - Gas tax dedicated to transit (long-term legislative issue)
  - FTA
    - 5311 Rural Funds (level or decrease in funding)
    - 5310 Enhanced Mobility for Seniors and Individuals with Disabilities



NRTA Year-Round Bus Service Study

## Next Steps

- Completion of Study Reports
- Final Presentation
  - April 13, 2016 – NRTA Advisory Board
    - Community Room, Police Station, 4 Fairgrounds Road
    - 5:45 PM
  - April 13, 2016 – Stakeholder/Public Sneak Peek
    - Studio Theater, Dreamland, 17 South Water Street
    - 10 AM – 11:30 AM
- Schedule meeting with NRTA Board to discuss funding options
- Secure funding
- Timeline (depends on funding source)
- Implement service

## Town of Nantucket Complete Streets Policy

Effective Date	May 18, 2016
Selectmen vote to adopt policy	May 18, 2016
NP&EDC vote to recommend	May 2, 2016
Public Meeting (NP&EDC)	March 28, 2016

**Comment [m1]:** Notes are NP&EDC staff's interpretation of the MassDOT's scoring system. Overall, it appears that the policy would score at least 80 of 100 points. Final scoring of any policy would be up to MassDOT.

**Comment [m2]:** DRAFT – all dates to be approved

*This model policy was developed by NP&EDC staff in consultation with various local committees, with much of the language selected from the Cape Cod Commission, Salem, MA and Littleton, MA polices. The intent is that the Board of Selectmen adopt this policy for application during consideration of approval of any project or program that would impact the mobility of the residents and visitors of Nantucket.*

### Vision and Purpose:

A Complete Street provides safety, comfort, and accessibility for all the users of our roadways, trails, and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial vehicles, and emergency vehicles. "All users" includes users of all ages, abilities, and income levels. These principles contribute toward the safety, health, economic viability, and quality of life in the community by creating safe, accessible, and comfortable pedestrian and vehicular environments for travel between home, school, work, recreation and commercial destinations. Complete Streets also furthers equity objectives by providing safe forms of travel and empowering residents of all income levels.

Considering the need to preserve the historic and environmental qualities of the island, the community's transportation challenge is to manage the use of cars on Nantucket while providing a transportation system that is safe, convenient, economical, and sensitive to the character of the island. It can be difficult to provide a system that accommodates all users along the many narrow roadways that are constrained by historic buildings and environmental resources, especially when the volume of users swells during the summer tourist season. The purpose of the Town of Nantucket's Complete Streets policy, therefore, is to accommodate all road users by creating a road network that meets the needs of individuals utilizing a variety of transportation modes, while protecting the elements that are important to both the character and the economy of the community. The Town of Nantucket's Complete Streets policy directs the community's decision-makers to consistently plan, design, operate and maintain streets that are sensitive to the character of the island while accommodating all anticipated users, including but not limited to pedestrians, bicyclists, motorists, emergency vehicles, freight, and commercial vehicles.

**Comment [L3]:** Equestrian (yes) skateboard (no)?

**Comment [m4]:** Vision and Purpose [direct statement with obvious intent of policy = 10pts]

**Comment [m5]:** All Users and Modes [bike/ped/transit/emergency = 12 core pts]

**Comment [m6]:** All Users and Modes [+4pts for "all ages" and + 4 pts for "all abilities"]

**Comment [m7]:** All Projects and Phases [applies to all project types = 10 core pts]

**Comment [L8]:** Inappropriate use of and (links between two clauses); suggest "also" or "In addition".

### Core Commitment:

The Town of Nantucket recognizes that users of various modes of transportation, including but not limited to pedestrians, cyclists, transit and school bus riders, motorists, delivery and service personal, freight haulers, and emergency responders, are legitimate users of streets and deserve safe facilities. "All users" includes users of all ages, abilities, and income levels. The Town of Nantucket recognizes that all projects, including new construction, maintenance and reconstruction, are potential opportunities to apply Complete Streets design principles. And, during the Town's capital project review process, Town Administration will, to the maximum extent practical, require that any design, construction, maintenance and operation funding request

for any roadway demonstrate consideration for accommodating users of all ages and abilities. This includes demonstrating that improved accommodation either connections to a similar established network of accommodation for users or transitions from an improved facility to the existing roadway network in a manner that is safe, convenient, and sensitive to the character of the island.

Comment [m9]: All Projects and Phases [+5 for "requires procedures be developed"]

Comment [m10]: Network [acknowledges importance of network approach = 10 core pts]

All transportation infrastructure and roadway design projects requiring funding or approval by the Town of Nantucket, as well as projects funded by the State and Federal government, including but not limited to Chapter 90 funds, grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), Capital Funding and other state and federal funds for street and infrastructure design shall adhere to the Town of Nantucket's Complete Street Policy. Private developments and related roadway design components shall also adhere to the Complete Street principles. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets Policy, including the design, construction and maintenance of such roadways within town boundaries. Town Departments will use best judgment regarding the desirability and feasibility of applying Complete Streets principles for routine roadway maintenance and projects such as repaving, restriping and so forth.

Comment [m11]: Jurisdiction [+2 pts for "recognizing need to work with entities"]

Exemptions:

Transportation infrastructure projects, including but not limited to roadway reconstruction, roadway reconfigurations or subdivisions may be excluded upon approval by the Board of Selectmen with consultation from the appropriate town departments, where documentation and date indicate that any of the following apply:

Comment [m12]: Exceptions [+6 pts for exemption process]

- Private roadways, ways over private land, and roadways maintained by private organizations, such as the Land Bank, are not subject to this policy
- Where it is demonstrated that costs or impacts of accommodation are excessively disproportionate to the need or probable future use.
- Other town policies, regulations or requirements contradict or preclude implementation of Complete Streets principles.

Comment [m13]: Exceptions [clear exceptions = 4 core points] possible 2pts if #3 "lacks clarity or allow loose interpretation"

Best Practices:

The Town of Nantucket's Complete Streets policy will focus on developing a connected, integrated network that serves all users. Complete Streets will be integrated into policies, planning and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects. As practicable, recommendations from the appropriate town departments for incorporating complete streets elements will occur in projects' beginning stages prior to design. Implementation of the policy will be carried out cooperatively within all departments in the Town with multi-jurisdictional cooperation and, to the greatest extent possible, among private developers and state, regional and federal agencies.

Comment [m14]: Network [acknowledge importance of network = 10 core pts]

Complete Streets principles include the development and implementation of projects in a context-sensitive manner in which project implementation is sensitive to the community's physical, economic, and social setting. The context-sensitive approach to process and design includes a range of goals by giving significant consideration to stakeholder and community

values. It includes goals related to livability with greater participation of those affected in order to gain project consensus. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical and environmental resources while improving or maintaining safety, mobility and infrastructure conditions.

Comment [m15]: Context Sensitivity [community context discussed = 5 core points]

The Town of Nantucket recognizes that “Complete Streets” may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time. To the maximum extent possible, the latest design guidance, standards and recommendations available will be used in the implementation of Complete Streets, including the most up-to-date versions of:

Comment [L16]: Perhaps we could emphasize that context sensitivity for Nantucket is very special and requires attention to the historic and environmental nature of the Island. I recognize that this repeats statements made earlier but this is a place where the name Nantucket should be prominent.

- The Massachusetts Department of Transportation Project Design and Development Guidebook
- American Association of State Highway Transportation Officials (AASHTO) A Policy on Geometric Design of Highways and Streets
- The United States Department of Transportation Federal Highway Administration’s Manual on Uniform Traffic Design Controls
- The Architectural Access Board (AAB) 521 CMR Rules and Regulations
- The Cape Cod Commission’s Complete Streets/Living Streets Design Manual
- NP&EDC’s Nantucket Regional Transportation Plan
- Documents and plans created for the NP&EDC and Town of Nantucket, including but not limited to:
  - Nantucket Master Plan
  - NP&EDC accepted area plans
  - Downtown Circulation and Ferry Access Improvement Plan
  - Traffic Study and Strategy for the Mid-Island Area
  - Open Space and Recreation Plan

Comment [m17]: Design [clear identifies design guidance = 8 core points]

Comment [L18]: Good!

The Town of Nantucket will implement a balanced and flexible approach to accommodating all users that utilizes the latest design guidance, standards and recommendations while providing flexibility to best accommodate all users and modes given the unique characteristics of the surrounding community.

Comment [m19]: Design [balanced/flexible approach = 2 core points]

#### Evaluation of Effectiveness:

The Town, through coordination with the Department of Public Works and NP&EDC, will develop performance measures to periodically assess the rate, success, and effectiveness of implementing the Complete Streets Policy. The Town will determine the frequency of assessment and utilize appropriate metrics for analyzing the success of this policy, primarily through the capital project review process. These metrics may include:

- total miles of new on-street bicycle routes defined by lane markings or signage,
- linear feet of new pedestrian accommodation,
- number of new curb ramps or other retrofitted pedestrian facilities,
- increase in the number of users of public transportation,
- Increase in bicycle use, particularly to recreation areas,
- decrease in the number of traffic accidents involving vehicles, bicycles and pedestrians in areas improved using the Complete Streets policy,
- number of new street trees and other appropriate landscaping planted along streets,

Comment [L20]: When we were discussing this, I searched for a term of use from NIOSH. It's the Logic Model ([https://en.wikipedia.org/wiki/Logic\\_model](https://en.wikipedia.org/wiki/Logic_model)). I will suggest some language for this section.

- Outcome metrics may be mapped into a Logic Model to see clearly the benefits of any particular Complete Streets activity.

Comment [m21]: Performance Measures [At least one performance measure = 5 core points]

Implementation:

The Town shall make Complete Streets practices a routine part of operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.

Comment [m22]: Implementation Steps ["at least 2 or more" implementation steps = 6 core points]

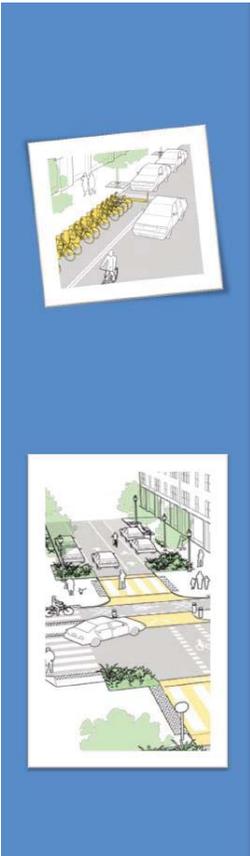
[OPTION: A Complete Streets Working Group comprised of stakeholders, including members of relevant departments and existing committees designated by the Board of Selectmen will be created to implement this initiative. The Complete Streets Working Group will be a multidisciplinary team and members will include representation from: Bicycle and Pedestrian Advisory Committee, NP&EDC, Board of Selectmen, Council on Aging, Commission on Disabilities, Department of Public Works, Conservation Commission, Historic District Commission, Chamber of Commerce, and other committees, departments or organizations as appropriate. A key component of the Complete Streets Working Group will be to increase communication and forge partnerships among the various stakeholders. The focus of this Group will be ensuring the implementation of the context-sensitive Complete Streets Policy and, where necessary, altering existing practices and overcoming barriers that may act as impediments to implementation. In addition, this Group will regularly update and solicit feedback on potential projects with the general public to ensure that the perspectives of the community are considered and incorporated, as appropriate.]

Comment [m23]: Implementation Steps [+4 pts for specific person or board to oversee]

The Town shall coordinate with the Nantucket Planning and Economic Development Commission and Nantucket Planning Board to integrate Complete Streets principles in all new planning documents, as applicable (master plans, open space and recreation plan, etc.), laws, procedures, rules, regulations, guidelines, programs and templates, and make recommendations for zoning and subdivision rules and regulations to encourage contextual design of complete streets policies, respecting the presence of important scenic, environmental and historic resources.

Comment [L24]: A very necessary advisory group. Yet, is it too complex? Can it be incorporated better into existing committees? Worth discussing.

The Town shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will highlight projects that eliminate gaps in the sidewalk and bike path network. The Town will evaluate projects within the Capital Improvement Plan to encourage implementation of this policy. The Town will secure training for pertinent town staff and decision-makers on both the technical content of Complete Streets principles and best practices, as well as community engagement methods for implementing the Complete Streets Policy. Training may be accomplished through workshops and other appropriate means. The Town will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way. The Town will seek out appropriate sources of funding and grants for implementation of Complete Street policies.



# Complete Streets Funding Program

Lou Rabito, P.E. MassDOT Complete Streets Engineer  
Eileen Gunn, MassDOT, Environmental Services

[CompleteStreetsProgram@dot.state.ma.us](mailto:CompleteStreetsProgram@dot.state.ma.us)



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## What is a Complete Street?

*A Complete Street is one that provides safe and accessible options for all travel modes – walking, biking, transit and vehicles – for people of all ages and abilities.*

*Complete Streets improvements may be large scale such as corridor wide improvements or focused on the needs of a single mode.*



Mass Ave. Arlington



2  
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# CS Funding Program Objectives for FY16

- Facilitate better pedestrian, bicycle, and transit travel for users of *all ages and abilities* by addressing critical gaps in pedestrian, bicycle, and transit infrastructure, and safety
- Advance Best Practice in Policy and Practice by encouraging municipalities to adopt Complete Streets Policies and;
- Provide technical assistance for Complete Streets Prioritization Plans ~ targeted investment strategy



## CS Funding Program Overview

- Three Tier reimbursement Program
- Planning Assistance to support CS Prioritization Plan– Up to **\$50,000** available to any community (Reimbursable)
- CS Construction – Up to **\$400,000** (Reimbursable)
- Eligible list of CS infrastructure and roadways. Design is not an eligible expense
- \$12.5M to be spent over the next two years (2016-17)
- Full Program Guidance and Application Portal – launched: February 1, 2016



# Eligible Infrastructure - Traffic & Safety

- Traffic calming measures
- Street Lighting
- Curbing
- Intersection Improvements
- Pedestrian signals
- Pavement markings or signage that provides guidance for alternative modes
- Addition of or widening of shoulders



Before



After

Route 134, Dennis



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# Eligible Infrastructure - Transit Facilities

- Improving transit connections for pedestrians
- Transit signal prioritization
- Bus pull-out areas
- Railroad grade crossings improvements (signs, flange way fill, etc.)
- Transit-only or Transit Contra-flow lanes
- Transit shelter



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# Eligible Infrastructure - Pedestrian Facilities



- New sidewalks, widening, repairs
- New/improved crossing treatments
- ADA/AAB curb ramps
- Refuge Islands

- Curb extensions
- Accessible pedestrian signals
- Detectable Warning Surfaces
- Wayfinding signs



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# Eligible Infrastructure - Bicycle Facilities

- New/improved shared use paths (non-safety related)
- Designated/separated bicycle lanes
- Shared lane markings (sharrows)
- Advance stop facilities (bike box, two-stage turn box)
- Bicycle parking
- Bicycle-safe drainage grates
- Elimination of hazardous conditions on shared use paths
- Wayfinding or bike route signs



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# Safety Benefits

Interventions to reduce pedestrian crashes:

- \*Sidewalks - 88% (FHWA)
- \*Shoulders - 71% (FDOT)

Interventions to reduce crashes:

- \*Medians - 40% (NCHRP)
- \*Road diets - 18 – 49% (ITE)
- \*Countdown signals - 25% (FHWA)



**massDOT**  
Massachusetts Department of Transportation



Photo: UNC Highway Safety Research Center.

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## CS Funding Program Framework

- **Tier 1 – Training & Complete Streets Policy Development**
- **Tier 2 – Complete Streets Prioritization Plan Development**
- **Tier 3 – Project Approval and Notice To Proceed for construction**

**massDOT**  
Massachusetts Department of Transportation



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# Tier 1 – Complete Streets Policy Development and Training

- **Attend Training** ~ A municipal employee is required to attend MassDOT Complete Streets 101 or 201 Training.
- **Pass a Complete Streets Policy** ~
  - Municipalities submit a Complete Streets Policy for scoring. The Policy
  - Policy needs to be approved by the highest elected official or board, with one public meeting.
  - If policy scores of 80/100 or above, advance to Tier 2.



## Model Policy – Ten Elements

1. **Vision & Intent** – *What do you want your community to look like? Definitive intent.*
2. **Users and Modes** – *Defining who the system serves, all ages and abilities*
3. **Projects and Phases** – *Design, construction, maintenance?*
4. **Exceptions** – *Where does the policy not apply?*
5. **Network** – *Importance of connectivity*
6. **Jurisdiction** - *Who/what does it apply to? All funded projects Coordination with other entities?*
7. **Context Sensitivity** – *One size does not fit all. Maintain community character*
8. **Design Guidance** – *Committing to best practice and flexibility*
9. **Performance Measures** - *How do you measure progress?*
10. **Implementation** – *Concrete steps to embed Complete Streets in procedures and practice*



# Complete Streets Policy Scoring (100pts)

<p>Vision</p>	<ul style="list-style-type: none"> <li>• 1. Vision and Intent (10 points)</li> </ul>
<p>Core Commitment</p>	<ul style="list-style-type: none"> <li>• 2. Users and Modes (20 points)</li> <li>• 3. Projects and Phases (15 points)</li> <li>• 4. Exceptions (10 points)</li> </ul>
<p>Best Practices</p>	<ul style="list-style-type: none"> <li>• 5. Network (10 points)</li> <li>• 6. Jurisdiction (5 points)</li> <li>• 7. Design Guidance (10 points)</li> <li>• 8. Context Sensitive (5 points)</li> <li>• 9. Performance Measures (5 points)</li> </ul>
<p>Implementation Next Steps</p>	<ul style="list-style-type: none"> <li>• 10. Implementation (10 points)</li> </ul>



## Tier 2 – Complete Streets Prioritization Plan

- **Submit a Complete Streets Prioritization Plan utilizing template in Portal.**
  - Seeks to have municipalities look holistically at CS needs, safety or network gaps, and develop hierarchy of funding priorities that align with local plans and roadway work.
  - Indicate how/why priority (bike, pedestrian, transportation plans, crash data, HSIP crash cluster data, safety audits).
  - Develop Schedule and Estimate (Timeline is flexible)
  - MassDOT will review for completeness, but not score



# CS Prioritization Plan Template

Rank		Project Name	Project Description	Project Limits	Environmental Justice Population	Project Start Location: X, Y Coordinates (in MA State Plane meters)	Project End Location: X, Y Coordinates (in MA State Plane meters)	Complete Streets Project Origin (planning document or supporting analysis)	Complete Streets Project Type (see Eligible Projects Worksheet below)	Safety	ADA accessibility	Pedestrian mobility	Bicycle mobility	Transit operations and access	Vehicular operations	Freight operations	In Coordination with Other Streets Eligible (if Communities)	Coordinating Communities (if applicable)	Total Project Cost	Complete Streets Funding Requested	Other Funding Source(s) and Amount (if applicable)	Anticipated Construction Duration (number of months)	Desired Construction Start Date
1	School Safety Improvements	Installation of 5 pedestrian Flashing Beacons at Middle School A, B, C, D & E	No	Simpson Street to River Road		188,411.55 m, 870,511.44	189,372.15 m, 869,420.27	Bicycle/Pedestrian Audit	New or improved crossing treatments at intersections, minitrack, etc.	X	X					Yes		\$60,000	\$60,000		One month	1-Aug-16	
2	Safer Main Street Project	Install a mid block crossing and pedestrian refuge island on Main Street	No	Simpson Street to River Road		188,411.55 m, 870,511.44	189,372.15 m, 869,420.27	Safety Audit	Crosswalk, Accessible pedestrian signals, Pedestrian Refuge Islands	X	X		X			No		\$6,000	\$6,000		One month	1-Aug-16	
3	City Hall Accessibility Improvement	Construct 20 ADA Compliant Curb Ramps in the downtown to improve accessibility to City Hall	No	Simpson Street to River Road		188,411.55 m, 870,511.44	189,372.15 m, 869,420.27	ADA Transition Plan/Assessment	Providing ADA/AAB compliant curb ramps	X	X					No		\$120,000	\$20,000	Town, \$100,000	Four months	1-Aug-16	
4	PVTA Bus Shelter Improvement	Install 3 bus shelters for PVTA Route 24 Bus route		Stop A, Exit # Raynam, Stop B, Exit # Taunton, Stop C, Exit # Taunton		188,411.55 m, 870,511.44	188,411.55 m, 870,511.44	Capital Improvement Program (CIP)	Transit shelter							No	Raynam	\$38,345	\$38,345		One month	1-Sep-16	
5	Green Street Resurfacing and Bicycle lane	Resurfacing with bicycle lane markings, Green Street/Matthews Street northerly to 140. Fulfillment of network gap between trail A and road B.	No	Green Street/Matthews Street northerly to 140		188,411.55 m, 870,511.44	189,372.15 m, 869,420.27	Roadway Maintenance Plan	Roadway resurfacing or micro surfacing if restriping for new bicycle lanes	X		X		X		Yes	Anywhere	\$691,380	\$391,380	Ch90, \$300,000	One month	Mar-17	



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## Tier 2 – Entry Options

Municipalities enter Tier 2 if they have attended training and:

- **Option 2a**
  - ✓ Have an eligible policy (>80), and
  - ✓ Want to submit their CS Prioritization Plan for review
- **Option 2b**
  - ✓ Have an eligible policy (>80), and
  - ✓ Want to request Technical Assistance (up to \$50k) to develop the CS Prioritization Plan
- **Option 2c**
  - ✓ Commit to adopting a policy (through letter of commitment to MassDOT) and developing a CS Prioritization Plan.
  - ✓ Want to request Technical Assistance (up to \$50k) to develop the CS Prioritization Plan



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# Tier 3 - Project Approval and Notice To Proceed

- Municipality identifies projects from its Prioritization Plan for funding.
- Municipality enters into a contract with MassDOT for reimbursement of funds. *This should happen during Tier 2 if municipalities are seeking TA funding.*
- Municipality and District State Aid office will be notified of approved projects.
- Municipality will then enter process similar to Chapter 90.



## Complete Streets Funding Online Portal

### Municipality Registration and Profile Management

Registration information is used to aid in eligibility determination and communication as required documentation is uploaded, reviewed, and ultimately approved. The contact person must be the municipal official who will serve as the program coordinator for all activities related to the Complete Streets Funding Program. Contact information is a critical piece to this process and must be current and accurate.

To register your Municipality select the **register your Municipality** link from the login page.



Figure 11 - Register Your Municipality Link

Access the login page by clicking the **Click here to continue to the Portal** link from the landing page found at: <https://www.masscompletestreets.com>.



# Complete Streets Funding Online Portal

## Portal Layout

The Portal is designed to provide a dashboard of information specific to navigating the Program tiers. After successfully registering, a Municipality will be able to log into the portal and will arrive at their dashboard. The dashboard is arranged with a header and information tabs to facilitate the effective use of space in the browser window. Within the information tabs are additional elements including resources, usage guidance, and document grids. The following is an overview of the main layout sections and the terms used to refer to those elements throughout this guide.



# Complete Streets Funding Online Portal

## Tier 1 Document Submittal including Representative Information

Tier 1 is designed to assist municipalities in receiving training and submitting a Complete Streets Policy. Municipalities that complete all of the Tier 1 requirements can move to Tier 2. To become a Tier 1 Municipality you must enter information specific to your Trained Representative and Municipal Contact Administrator, Manager, or Highest Elected Official and upload a Complete Streets Policy for scoring. Alternatively, your municipality may move to Tier 2 and qualify for technical assistance funding by committing to passing a Complete Streets Policy and attend training within a year. To do so use the template provided to submit an Intent to Become a Complete Streets Municipality letter for review. The letter of intent to complete Tier 1 requirements must use the provided template.

The process of submitting Tier 1 documents for review is as follows:

1. Identify Complete Streets 101 or 201 trained municipal employee on **Representative Information** page.
2. Upload your municipal Complete Streets Policy (Include Complete Streets Policy Support Template if necessary). Once submitted for review the document can no longer be removed from your profile. However, new documents can be uploaded at later dates as the review process, or your own update process, warrants.
3. Alternatively, download the Intent to Become a Complete Streets Eligible Municipality template (that commits your municipality to completing a Complete Streets Policy and Prioritization Plan within a year), fill it in, and upload it to Tier 1 of the Portal using the **Upload Document** button.



Document Title	Document Action	Submitted for Review On	Submitted for Review By	Reviewed On	Status	Compact Member	Policy Score	Complete Streets Best Practice Score	Total Score	Feedback	Other
Complete Streets Policy	Submit				Pending Submission	N/A	N/A	N/A	N/A		Delete



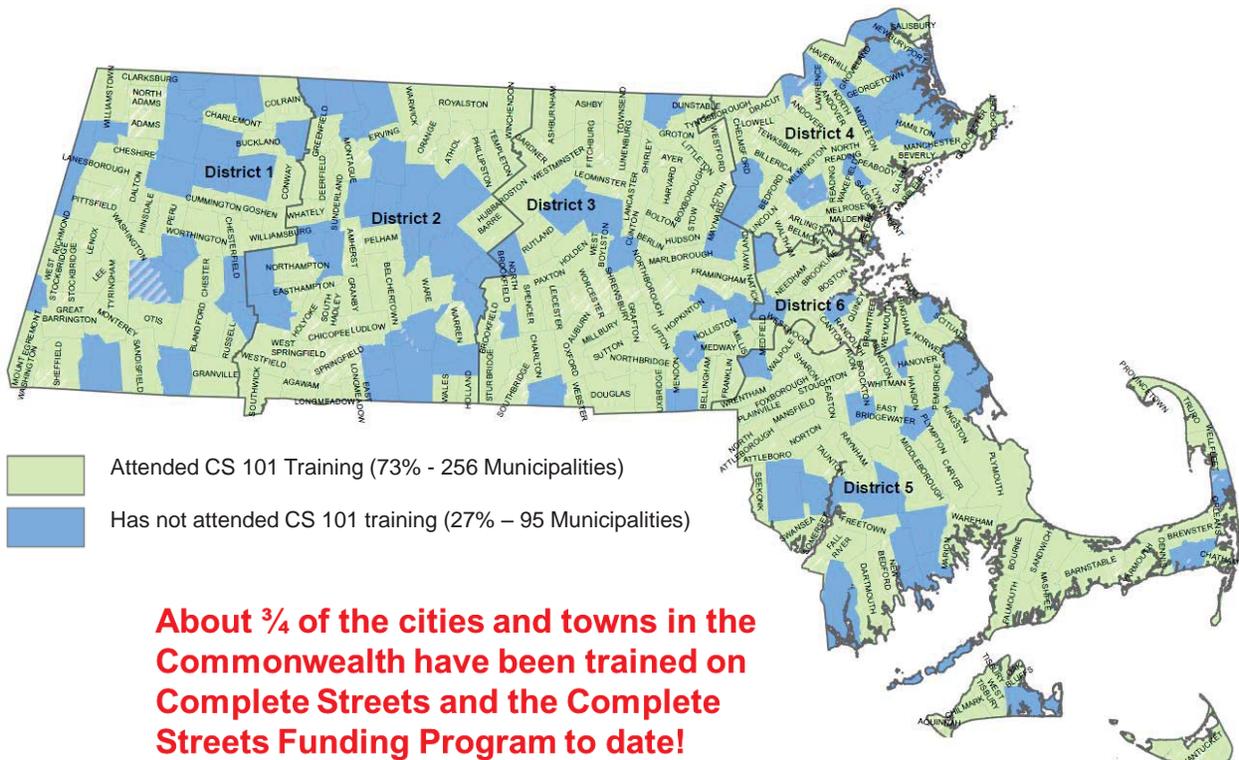
# Complete Streets Program Dates

		Complete Streets Funding Program Dates																		
Municipal Action Dates		FY 16					FY 17										← MassDOT Action Dates			
Fiscal year		16	16	16	16	16	16	17	17	17	17	17	17	17	17	17	17	17	Fiscal Year	
Month		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Month
Tier 1																				Tier 1 - Review and score of policies
Submit Complete Streets Policy for review/scoring																				
Submit Letter of Intent to Pass a Complete Streets Policy																				
Submit letter of support for policy passed prior to 2/1/16 not passed by Highest elected official or board																				
Attended Complete Streets 101 or 201 Training		101		101				201											201	
Tier 2																				Tier 2 - Review and acceptance of Prioritization Plan
Contract request for technical assistance up to \$50K for completion of Prioritization Plan by																				
Submit Complete Streets Prioritization Plan																				
Tier 3																				Tier 3 - Review and acceptance of projects for funding
Submit Project funding application with list of up to 5 projects totalling no more than \$400K																				
Contract request for project funding on approved projects up to \$400K																				



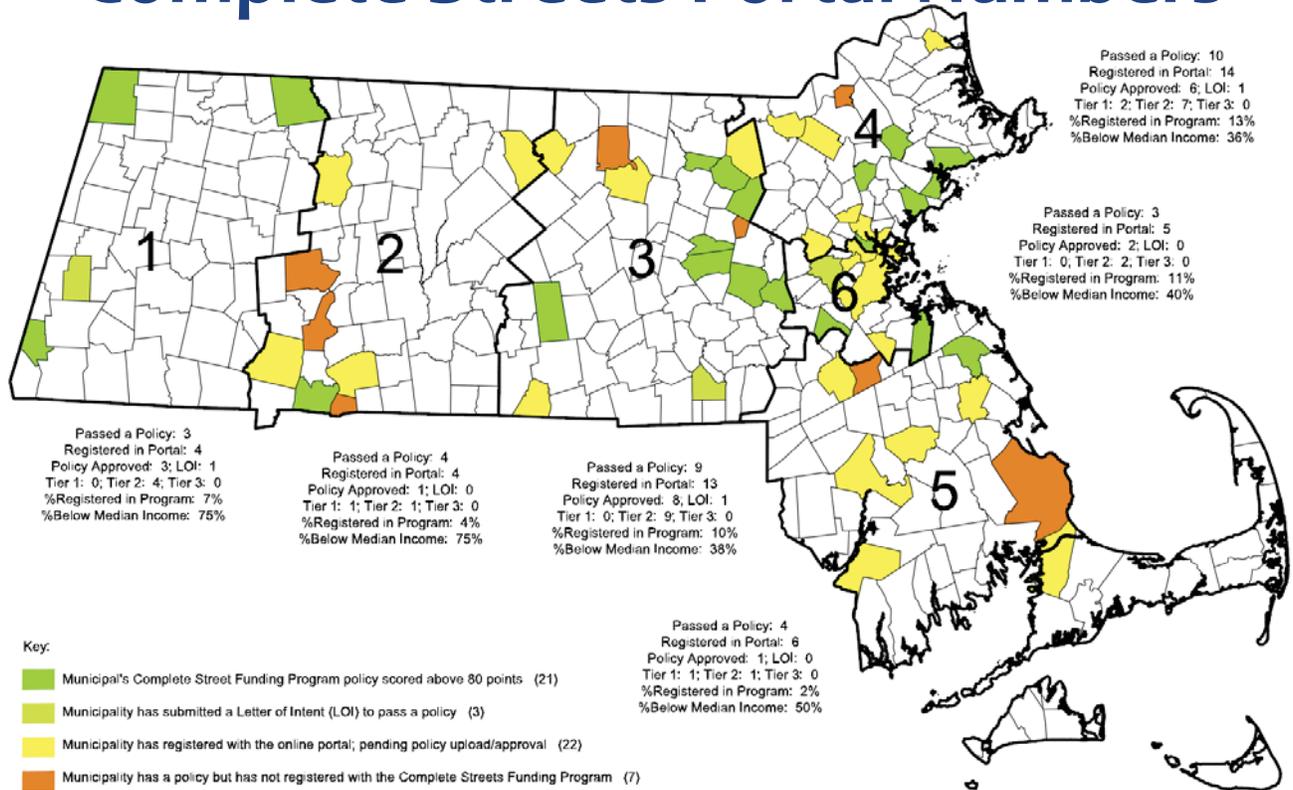
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# Complete Streets Training Attendance



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# Complete Streets Portal Numbers



## Next Steps

- Update the portal to include:
  - Public Facing page which shows interactive map and provides metrics such as equity (33% rule), equity by district, where projects are located and project type.
  - Improved functionality in Portal.
- Consider funding beyond FY 17.
- Consider a rewrite to the original Bond Bill Language to reflect the program as it stands today.
- Move forward with the 201 Complete Streets Training through Baystate Roads which will focus more on case studies and higher level Complete Streets Training.
- Migration of portal back to MassDOT after one year.



# Complete Streets Program Website

For full Program Guidance and to register to become a Complete Streets Eligible municipality go to:

[www.mass.gov/massdot/completestreets](http://www.mass.gov/massdot/completestreets)



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## Contacts

MassDOT Headquarters Program contact:

[CompleteStreetsProgram@dot.state.ma.us](mailto:CompleteStreetsProgram@dot.state.ma.us)

### State Aid Engineers

#### District 1 – Lenox

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#### District 4 - Arlington

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#### District 2 - Northampton

Daryl Amaral

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#### District 5 - Taunton

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#### District 3 - Worcester

Michael O'Hara

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#### District 6 – Boston

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E: [elie.roditi@state.ma.us](mailto:elie.roditi@state.ma.us)



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## Mike Burns

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**From:** Wadsworth, Trey (DOT) <Trey.Wadsworth@dot.state.ma.us>  
**Sent:** Monday, February 22, 2016 10:05 AM  
**To:** Mike Burns; Canon Glenn (gcannon@capecodcommission.org); Ellen Blunt Mary (mblunt@cmrpc.org); Harris, Brad (MRPC); Howard Justin (jhoward@nmcog.org); Kilmer, Charlie (OCPC); Komornick, Tony (MVPC); Kus Clete (ckus@berkshireplanning.org); Leclerc Prisilla (leclerc@mvcommission.org); Lourenco Dantas (ldantas@ctps.org); Mission Paul (pmission@srpedd.org); Mullaney Maureen (mmullaney@frcog.org); Roscoe, Dana (PVPC)  
**Cc:** Woelfel, Steve (DOT); Williams, Jules (DOT); Nicole Tishler; Pounds, Bryan (DOT); Sherman, Gabriel (DOT)  
**Subject:** MPO Self-Certification for DEP Regulation on GHG Emissions  
**Attachments:** GHG results for GWSA and other AQ results.pdf; Self Certification Compliance Statement.docx

All –

If you will recall from last spring, I had sent out a self-certification statement for each MPO to have endorsed and signed at the time of RTP and TIP endorsement. You will also remember that the air quality / GHG modeling was completed later in the cycle, and that MassDOT issued a report on those findings and initiated a public comment period. Following that comment period we were supposed to have had each MPO self-certify then. Most MPOs never met in the Fall and so we are now asking each MPO to endorse and self-certify. I have attached the report and the self-certification document for your use (please edit the signature lines as needed). Please add this to the agenda for your next MPO meeting. As we understand it, this will be an annual activity at the time of TIP endorsement from here on out.

Please let me or your liaison know if you have any questions.

Best,

**Trey Joseph Wadsworth**

Manager of MPO Activities  
Office of Transportation Planning



[trey.wadsworth@state.ma.us](mailto:trey.wadsworth@state.ma.us)

857-368-8837

**310 CMR 60.05: Global Warming Solutions Act Requirements for the Transportation Sector and the Massachusetts Department of Transportation**

*Self-Certification Compliance Statement for Metropolitan Planning Organizations*

This will certify that the FFY 2016-2019 Transportation Improvement Program for Nantucket Planning and Economic Development Commission (NP&EDC) is in compliance with all applicable requirements in the State Regulation 310 CMR 60.05: Global Warming Solutions Act Requirements for the Transportation Sector and the Massachusetts Department of Transportation. The regulation requires the Metropolitan Planning Organizations (MPOs) to:

1. 310 CMR 60.05, 3(b)(1)(a): Evaluate and track the GHG emissions and impacts of RTPs and TIPs;
2. 310 CMR 60.05, 3(b)(1)(b): In consultation with MassDOT, develop and utilize procedures to prioritize and select projects in RTPs, TIPs, and STIPs based on factors that include GHG emissions and impacts;
3. 310 CMR 60.05, 3(b)(1)(c): Quantify net GHG emissions and impacts resulting from the projects in RTPs and TIPs and have made efforts to minimize GHG emissions and impacts;
4. 310 CMR 60.05, 3(b)(1)(d): Determine in consultation with MassDOT that the appropriate planning assumptions used for GHG emissions modeling are consistent with local land use policies, or that local authorities have made documented and credible commitments to establishing such consistency;
5. 310 CMR 60.05, 4(a)(2)(e): Develop public consultation procedures for GHG reporting and related GWSA requirements consistent with current and approved regional public participation plans;
6. 310 CMR 60.05, 4(c): Prior to making final endorsements on the RTPs, TIPs, STIPs, and projects included in these plans, MassDOT and the MPOs shall include the GHG Assessment and information on related GWSA activities in RTPs and TIPs and provide an opportunity for public review and comment on the RTPs, and TIPs.
7. 310 CMR 60.05, 6(a): After a final GHG assessment has been made by MassDOT and the MPOs, MassDOT and the MPOs shall submit MPO-endorsed RTPs and TIPs within 30 days of endorsement to the Department for review of the GHG assessment.

\_\_\_\_\_  
Stephanie Pollack, Secretary and CEO  
Massachusetts Department of Transportation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Thomas Tinlin, Administrator  
Highway Division – MassDOT

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nathaniel Lowell, Chairman  
NP&EDC

\_\_\_\_\_  
Date



Charlie Baker, Governor  
 Karyn Polito, Lt. Governor  
 Stephanie Pollack, MassDOT Secretary & CEO



## UPWP Budget Reallocation

Please fill out all fields in the follow form, and send original signed form along with all documentation. The request will not be accepted for review if incomplete in any way. Please refer to your contract's special provisions, Attachment J, Article 1(c) for detailed requirements.

Date:  From: Name:

To: David J. Mohler, Executive Director  
 Office of Transportation Planning Title:

Attention:  RPA:

Contract #:  The MPO has been consulted

Date consulted:

Reason for reallocation:

Task/sub-task number and description	Existing amount	Proposed amount	Amount changed	Additional explanation

\_\_\_\_\_  
 Authorized signature

Your request is:    approved    disapproved    approved with qualifications    Date: \_\_\_\_\_

Notes:

\_\_\_\_\_  
 Signature: David Mohler, Executive Director

**FY 2016 UPWP Budget Reallocation - February 2016**

<b>Task</b>	<b>Direct Salary</b>	<b>Salary Reallocated</b>	<b>New Total</b>	<b>Overhead (91.82%)</b>	<b>Direct Costs Budget</b>	<b>Total Budget</b>
<b>1.0 Management and Support</b>	<b>\$43,368.27</b>	<b>\$0.00</b>	<b>\$43,368.27</b>	<b>\$39,820.74</b>	<b>\$3,000.00</b>	<b>\$86,189.01</b>
1.1 3C Program Support	\$28,130.77	\$0.00	\$28,130.77	\$25,829.67	\$0.00	\$53,960.44
1.2 Inter-Regional Transportation Planning Coordination	\$8,790.87	\$1,172.12	\$9,962.98	\$8,071.77	\$3,000.00	\$21,034.75
1.3 Transportation Improvement Program	\$2,344.23	\$0.00	\$2,344.23	\$2,152.47	\$0.00	\$4,496.70
1.4 Unified Work Program	\$2,344.23	-\$1,172.12	\$1,172.12	\$2,152.47	\$0.00	\$3,324.59
1.5 Public Participation	\$586.06	\$0.00	\$586.06	\$538.12	\$0.00	\$1,124.18
1.6 Title VI and Environmental Justice	\$1,172.12	\$0.00	\$1,172.12	\$1,076.24	\$0.00	\$2,248.35
<b>2.0 Data Collection and Analysis</b>	<b>\$16,995.67</b>	<b>\$0.00</b>	<b>\$16,995.67</b>	<b>\$15,605.43</b>	<b>\$2,842.42</b>	<b>\$35,443.52</b>
2.1 Data Collection: Traffic, Congestion, Freight, and Pavement Management	\$11,721.15	-\$2,344.23	\$9,376.92	\$10,762.36	\$2,842.42	\$22,981.71
2.2 Geographic Information Systems (GIS)	\$4,688.46	\$2,344.23	\$7,032.69	\$4,304.95	\$0.00	\$11,337.64
2.3 Performance Measures and Monitoring	\$586.06	\$0.00	\$586.06	\$538.12	\$0.00	\$1,124.18
<b>3.0 Short Range and Long Range Transportation Planning</b>	<b>\$30,475.00</b>	<b>\$0.00</b>	<b>\$30,475.00</b>	<b>\$27,982.15</b>	<b>\$0.00</b>	<b>\$58,457.15</b>
3.1 Livable / Sustainable / Complete Streets Planning	\$9,376.92	\$0.00	\$9,376.92	\$8,609.89	\$0.00	\$17,986.81
3.2 Parking Management Strategies	\$9,376.92	-\$2,344.23	\$7,032.69	\$8,609.89	\$0.00	\$15,642.58
3.3 Bicycle and Pedestrian Planning	\$9,376.92	\$0.00	\$9,376.92	\$8,609.89	\$0.00	\$17,986.81
3.4 Special Transportation Planning Studies	\$2,344.23	\$2,344.23	\$4,688.46	\$2,152.47	\$0.00	\$6,840.93
<b>4.0 Other Transportation Activities</b>	<b>\$31,061.06</b>	<b>\$0.00</b>	<b>\$31,061.06</b>	<b>\$28,520.26</b>	<b>\$0.00</b>	<b>\$59,581.32</b>
4.1 Implement Approved Planning Recommendations	\$25,786.54	\$0.00	\$25,786.54	\$23,677.20	\$0.00	\$49,463.74
4.2 Special Transportation Planning Assistance	\$4,688.46	\$0.00	\$4,688.46	\$4,304.95	\$0.00	\$8,993.41
4.3 Intelligent Transportation Systems (ITS)	\$586.06	\$0.00	\$586.06	\$538.12	\$0.00	\$1,124.18
Direct Salary Budget -	<b>\$121,900.00</b>	<b>\$0.00</b>	<b>\$121,900.00</b>			
Overhead Budget -				<b>\$111,928.58</b>		
Direct Cost Budget -					<b>\$5,842.42</b>	
<b>Total Budget for FFY 2016 -</b>	<b>\$121,900.00</b>			<b>\$111,928.58</b>	<b>\$5,842.42</b>	<b>\$239,671.00</b>
Time = 52 weeks (46 weeks, plus 4 weeks vacation, 12 holidays, and 2 personal days - listed in Task 1.1)						



Charlie Baker, Governor  
 Karyn Polito, Lt. Governor  
 Stephanie Pollack, MassDOT Secretary & CEO



## UPWP Budget Reallocation

Please fill out all fields in the follow form, and send original signed form along with all documentation. The request will not be accepted for review if incomplete in any way. Please refer to your contract's special provisions, Attachment J, Article 1(c) for detailed requirements.

Date:  From: Name:

To: David J. Mohler, Executive Director  
 Office of Transportation Planning Title:

Attention:  RPA:

Contract #:  The MPO has been consulted

Date consulted:

Reason for reallocation:

Reallocate unused travel budget for purchasing replacement traffic counting equipment.

Task/sub-task number and description	Existing amount	Proposed amount	Amount changed	Additional explanation
1.2 - Inter-regional Planning	\$2,316.41	\$895.41	-\$1,421.00	reallocated to task 2.1
2.1 - Data Collection	\$1,000.00	\$2,421.00	+\$1,421.00	for purchase of replacement traffic counter

\_\_\_\_\_  
 Authorized signature

Your request is:  approved  disapproved  approved with qualifications Date: \_\_\_\_\_

Notes:

\_\_\_\_\_  
 Signature: David Mohler, Executive Director

Direct Cost - Table 1

Direct Costs	Total for month	Total Previous	Total to date	Total Budgeted	Adjustment to Budget	Total Remaining	% Used
Travel	\$0.00	\$683.59	<b>\$683.59</b>	\$3,000.00	<b>-\$1,421.00</b>	\$895.41	43.29%
Traffic Counting Equip., Software, Misc.	\$0.00	\$0.00	<b>\$0.00</b>	\$1,000.00	<b>\$1,421.00</b>	\$2,421.00	0.00%
Printing, Supplies, Misc.	\$0.00	\$0.00	<b>\$0.00</b>	\$0.00	<b>\$0.00</b>	\$0.00	0.00%
Consulting Services	\$0.00	\$590.00	<b>\$590.00</b>	\$1,842.42	<b>\$0.00</b>	\$1,252.42	32.02%
<b>Total</b>	<b>\$0.00</b>	<b>\$1,273.59</b>	<b>\$1,273.59</b>	<b>\$5,842.42</b>	<b>\$0.00</b>	<b>\$4,568.83</b>	<b>21.80%</b>

Direct Cost - Table 2

	Direct Costs	Travel	Traffic Counting	Printing, Supplies, Misc.	Consulting Services	Total Expended	Budget	Adjustment to Budget	Total Balance Remaining	Comments on Adjustment
1.0	Management and Support of the Planning Process and Certification Activities					<b>\$683.59</b>	<b>\$3,000.00</b>	<b>-\$1,421.00</b>	<b>\$895.41</b>	
1.1	3C Program Support					\$0.00	\$0.00	\$0.00	\$0.00	
1.2	Inter-Regional Transportation Planning Coordination	\$683.59				\$683.59	\$3,000.00	<b>-\$1,421.00</b>	\$895.41	
1.3	Transportation Improvement Program					\$0.00	\$0.00	\$0.00	\$0.00	
1.4	Unified Planning Work Program					\$0.00	\$0.00	\$0.00	\$0.00	
1.5	Public Participation					\$0.00	\$0.00	\$0.00	\$0.00	
1.6	Title VI and EJ					\$0.00	\$0.00	\$0.00	\$0.00	
2.0	Data Collection and Analysis Activities					<b>\$590.00</b>	<b>\$2,842.42</b>	<b>\$1,421.00</b>	<b>\$3,673.42</b>	
2.1	Multi-Modal Traffic and Congestion Data Collection				\$590.00	\$590.00	\$2,842.42	<b>\$1,421.00</b>	\$3,673.42	
2.2	Geographic Information Systems (GIS)					\$0.00	\$0.00	\$0.00	\$0.00	
2.3	Pavement Management					\$0.00	\$0.00	\$0.00	\$0.00	
3.0	Short Range and Long Range Transportation Planning Activities					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
3.1	Livable / Complete Streets					\$0.00	\$0.00	\$0.00	\$0.00	
3.2	Parking Management					\$0.00	\$0.00	\$0.00	\$0.00	
3.3	Bike and Ped					\$0.00	\$0.00	\$0.00	\$0.00	
3.4	Special Transportation Planning Studies					\$0.00	\$0.00	\$0.00	\$0.00	
4.0	Other Transportation Activities					<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
4.1	Implement Approved Planning Recommendations					\$0.00	\$0.00	\$0.00	\$0.00	
4.2	Special Transportation Planning Assistance					\$0.00	\$0.00	\$0.00	\$0.00	
4.3	Intelligent Transportation Systems (ITS)					\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total</b>		<b>\$683.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$590.00</b>	<b>\$1,273.59</b>	<b>\$5,842.42</b>	<b>\$0.00</b>	<b>\$4,568.83</b>	

## DRAFT FFY 2017 Unified Planning Work Program

Task	Number of Weeks	Percent of Time	Direct Salary	Overhead	Direct Costs Budget	Total Budget	Percent of Budget
<b>1.0 Management and Support</b>	<b>18.5</b>	<b>35.58%</b>	<b>\$44,257.69</b>	<b>\$40,637.41</b>	<b>\$2,200.00</b>	<b>\$87,095.11</b>	<b>33.88%</b>
1.1 3C Program Support	12	23.08%	\$28,707.69	\$26,359.40	\$0.00	\$55,067.10	21.42%
1.2 Inter-Regional Transportation Planning Coordination	4.25	8.17%	\$10,167.31	\$9,335.62	\$2,000.00	\$21,502.93	8.36%
1.3 Transportation Improvement Program	1	1.92%	\$2,392.31	\$2,196.62	\$100.00	\$4,688.92	1.82%
1.4 Unified Work Program	0.5	0.96%	\$1,196.15	\$1,098.31	\$100.00	\$2,394.46	0.93%
1.5 Public Participation	0.25	0.48%	\$598.08	\$549.15	\$0.00	\$1,147.23	0.45%
1.6 Title VI and Environmental Justice	0.5	0.96%	\$1,196.15	\$1,098.31	\$0.00	\$2,294.46	0.89%
<b>2.0 Data Collection and Analysis</b>	<b>7.25</b>	<b>13.94%</b>	<b>\$17,344.23</b>	<b>\$15,925.47</b>	<b>\$7,256.92</b>	<b>\$40,526.62</b>	<b>15.76%</b>
2.1 Data Collection: Traffic, Congestion, Freight, and Pavement Management	5	9.62%	\$11,961.54	\$10,983.08	\$7,256.92	\$30,201.54	11.75%
2.2 Geographic Information Systems (GIS)	2	3.85%	\$4,784.62	\$4,393.23	\$0.00	\$9,177.85	3.57%
2.3 Performance Measures and Monitoring	0.25	0.48%	\$598.08	\$549.15	\$0.00	\$1,147.23	0.45%
<b>3.0 Short Range and Long Range Transportation Planning</b>	<b>13</b>	<b>25.00%</b>	<b>\$31,100.00</b>	<b>\$28,556.02</b>	<b>\$9,000.00</b>	<b>\$68,656.02</b>	<b>26.71%</b>
3.1 Livable / Sustainable / Complete Streets Planning	4	7.69%	\$9,569.23	\$8,786.47	\$9,000.00	\$27,355.70	10.64%
3.2 Parking Management Strategies	3	5.77%	\$7,176.92	\$6,589.85	\$0.00	\$13,766.77	5.36%
3.3 Bicycle and Pedestrian Planning	4	7.69%	\$9,569.23	\$8,786.47	\$0.00	\$18,355.70	7.14%
3.4 Special Transportation Planning Studies	2	3.85%	\$4,784.62	\$4,393.23	\$0.00	\$9,177.85	3.57%
<b>4.0 Other Transportation Activities</b>	<b>13.25</b>	<b>25.48%</b>	<b>\$31,698.08</b>	<b>\$29,105.17</b>	<b>\$0.00</b>	<b>\$60,803.25</b>	<b>23.65%</b>
4.1 Implement Approved Planning Recommendations	11	21.15%	\$26,315.38	\$24,162.79	\$0.00	\$50,478.17	19.64%
4.2 Special Transportation Planning Assistance	2	3.85%	\$4,784.62	\$4,393.23	\$0.00	\$9,177.85	3.57%
4.3 Intelligent Transportation Systems (ITS)	0.25	0.48%	\$598.08	\$549.15	\$0.00	\$1,147.23	0.45%
Direct Salary Budget -			<b>\$124,400.00</b>				
Overhead Budget -				<b>\$114,224.08</b>			
Direct Cost Budget -					<b>\$18,456.92</b>		
<b>Total Budget for FFY 2017 -</b>	<b>52</b>	<b>100.00%</b>	<b>\$124,400.00</b>	<b>\$114,224.08</b>	<b>\$18,456.92</b>	<b>\$257,081.00</b>	<b>100.00%</b>
Time = 52 weeks (46 weeks, plus 4 weeks vacation, 12 holidays, and 2 personal days - listed in Task 1.1)							

	FFY 16	FFY 15	Δ
apportionment obligation authority	\$ 8,951,863	\$ 8,534,225	
federal PL funds only	93.1%	92.1%	
matching funds added	\$ 8,335,975	\$ 7,860,021	
	<b>\$ 10,419,969</b>	<b>\$ 9,825,027</b>	<b>5.71%</b>

The recommended PL Allocation Formula was developed by the Massachusetts Association of Regional Planning Agencies and recommended by MassDOT to FHWA, is based upon the following three factors: 40% of available funds divided equally among the ten MPOs, 30% is allocated based on each MPO's relative share of Massachusetts population, and 30% is allocated based on each MPO's relative share of urbanized population. These factors result in the percentages shown.

PL funds are provided to the MPOs from the previous year's federal-aid ("forward funded")

MPOs PL funded	Contract status	40% of total funds / ten MPOs		30% of funding for relative size of population			30% of funding for relative size of urbanized population			Total FFY16 funding by MPO	Federal aid number	PARS number
		\$		\$			\$					
		<b>\$ 4,167,987</b>		<b>\$3,125,991</b>			<b>\$3,125,991</b>			<b>\$ 10,419,969</b>		
Berkshire	Yr 1	\$ 416,799	131,219	2.03%	\$ 63,600	88,795	1.49%	\$ 46,635		\$ 527,033		
Boston		\$ 416,799	3,161,712	48.56%	\$ 1,517,924	3,098,347	51.57%	\$ 1,611,941		\$ 3,546,663		
CTPS	Yr 1									\$ 2,872,797		
MAPC	Yr 1									\$ 673,866		
Cape Cod	Yr 1	\$ 416,799	215,888	3.35%	\$ 104,637	198,826	3.34%	\$ 104,423		\$ 625,859		
Central Mass	Yr 2	\$ 416,799	556,698	8.63%	\$ 269,822	462,724	7.77%	\$ 243,022		\$ 929,643		
Merrimack Valley	Yr 2	\$ 416,799	333,748	5.17%	\$ 161,762	316,362	5.32%	\$ 166,153		\$ 744,714		
Montachusett	Yr 1	\$ 416,799	236,475	3.67%	\$ 114,616	171,236	2.88%	\$ 89,933		\$ 621,347		
Northern Middlesex	Yr 2	\$ 416,799	286,901	4.45%	\$ 139,056	277,474	4.66%	\$ 145,729		\$ 701,584		
Old Colony	Yr 1	\$ 416,799	348,527	4.94%	\$ 154,419	328,231	5.02%	\$ 157,079		\$ 728,297		
Pioneer Valley	Yr 1	\$ 416,799	621,570	9.64%	\$ 301,265	537,074	9.02%	\$ 282,071		\$ 1,000,134		
Southeastern Mass	Yr 1	\$ 416,799	616,670	9.56%	\$ 298,890	531,236	8.93%	\$ 279,005		\$ 994,693		
		<b>\$ 4,167,987</b>	<b>6,449,550</b>	<b>100.00%</b>	<b>\$ 3,125,991</b>	<b>5,952,013</b>	<b>100.00%</b>	<b>\$ 3,125,991</b>		<b>\$ 10,419,969</b>		

RPA SPR funded	Contract status	Δ	SPR the year before (federal only)	FFY 16 total funding by RPA	Federal aid number	PARS number
Franklin	Yr 1	5.71%	\$ 398,879	\$ 527,067		
Martha's Vineyard	Yr 1	5.71%	\$ 228,721	\$ 302,225		
Nantucket	Yr 4	5.71%	\$ 194,556	\$ 257,081		

The SPR funding provided to the RPAs not officially recognized as MPOs is adjusted year-to-year based on the change in funding experienced by the MPOs for their PL funds.

**NEW**

# Portable Ped & Bike Counter



## Count Pedestrians & Bicyclists with Infra Red

- Detects Pedestrians and Bicyclists by direction
- Compact Unit Installs in Minutes
- GSM Telemetry Option
- Long Battery Life up to One Year
- Sealed to IP68



**JAMAR**  
Technologies, Inc.



The HI-TRAC® Ped & Bike Counter is a small, portable, low powered electronic system capable of counting pedestrians and bicyclists using a pyroelectric infra red sensor.

The concept and use of the unit is simple.

Power on the device and aim it toward the path you want to record. The unit will automatically begin counting pedestrians and bicyclists using its infrared eye.

When you want to review the data you have collected, use the unit's wireless Bluetooth connection (or optional GSM modem) to connect using the TRAXPro software. Data can then be downloaded and reviewed. Data is stored in a record-by-record format, providing unmatched detail and analysis options.



## Installs In Minutes



The Unit comes with a mounting bracket and kit that allows for quick and easy installation. Simply wrap the mounting clamp around a pole and tighten it down.

## Specifications

### Storage Capacity

32 MB Flash stores up to 1 year of data

### Communications

Wireless Bluetooth  
Optional GSM Modem

### Power

(4) 3.6v Lithium Batteries  
Optional Solar Panel

### Sensor

Pyroelectric Infra Red Sensor

### Software

TRAXPro or Drakewell C2

### Dimensions & Weight

6.5" (L) x 4" (W) x 9.5" (H) 3.5 lbs.



**JAMAR**  
Technologies, Inc.



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1500 Industry Road, Suite C  
Hatfield, PA, USA 19440

2.0 Feb 2016

**Nantucket**

Project ID & description	Proposed year of programming?	TFPC as of 2/16/16	Design status as of 2/16/16	Expected date of next design submission?	Accepted ROW plans based on current plans?	Design public hearing based on current plans?	Designer under contract by municipality?	MPO TEC score (please present score as a % of score / maximum points)	PSAC score (massDOT will supply)	Comments from project management	Comments from right of way	Comments from environmental	Comments from district	Comments from MPO
Please comment on cost estimate and major obstacles to advertisement in proposed FFY														
<a href="#">606433 NANTUCKET- MULTI-USE PATH CONSTRUCTION, FROM WASHINGTON STREET TO ORANGE STREET</a>	2016	\$1,359,744	Final; 3/12/2016				Municipality Consultant - Vanasse Hangen Brustlin, Incorporated							
<a href="#">None</a>	2017													Flex funding from regional target to the NRTA for replacement of 2 buses
<a href="#">None</a>	2018													No project identified. May seek to flex funding to NRTA for additional bus replacement or for road resurfacing.
<a href="#">Surfside Road at Bartlett Road Roundabout</a>	2019	TBD (est. \$1M)	Funding for design and permitting included in the 2016 Capital Plan for Town Meeting approval on April 2nd, and ballot vote April 12th	25% design anticipated in Spring 2017	Town has acquired most or all of ROW necessary	TBD	TBD	TBD	TBD					Town has acquired parcel necessary for the roundabout. Other ROW issues will be minor. Intersection is adjacent to elementary school. Evaluation and analysis of design alternatives completed in November 2010, and updated April 2013. PNF/PIF needs to be submitted. Scope and cost may require AC in 2019 and 2020.

TITLE 23 - TRANSPORTATION FUNDING

FEDERAL FISCAL YEAR 2017  
FFY 2017-2021 STIP  
FEDERAL REGIONAL TARGETS  
DRAFT

	Obligation Authority	Obl. Auth. Matching State Funds	Total Funding Based On Obl. Auth.
Base Obligation Authority	\$585,525,568		
Redistribution, as Estimated by FHWA	\$29,474,432		
<b>Total Estimated Obligation Authority Available:</b>	<b>\$615,000,000</b>		
ABP GANS Repayment	\$59,150,000		
<b>Total Non-Earmarked Available Statewide - (Including State Match)</b>	<b>\$555,850,000</b>	<b>\$125,768,056</b>	<b>\$681,618,056</b>
<b>Subtotal Statewide Infrastructure Items:</b>	<b>\$205,286,110</b>	<b>\$39,377,083</b>	<b>\$244,663,194</b>
<b>Subtotal Other Statewide Items:</b>	<b>\$51,986,729</b>	<b>\$12,996,682</b>	<b>\$64,983,411</b>
<b>Regional Major Infrastructure Projects:</b>	<b>\$7,200,000</b>	<b>\$1,800,000</b>	<b>\$9,000,000</b>
<b>Subtotal Federal Aid Bridge Program:</b>	<b>\$124,317,161</b>	<b>\$31,079,290</b>	<b>\$155,396,451</b>
<b>Total Regional Targets:</b>			
CMAQ - Congestion Mitigation and Air Quality Improvement Program	\$25,000,000	\$6,250,000	\$31,250,000
HSIP - Highway Safety Improvement Program	\$9,000,000	\$1,000,000	\$10,000,000
TAP - Transportation Alternatives Program	\$5,884,000	\$1,471,000	\$7,355,000
Regional Maximum Non-CMAQ / HSIP Component:	\$127,176,000	\$31,794,000	\$158,970,000
<b>Total Regional Target</b>	<b>167,060,000</b>	<b>40,515,000</b>	<b>207,575,000</b>

Region	Regional Share (%)	Regional Minimum HSIP Component With State Match	Regional Minimum CMAQ Component With State Match	Regional TAP Component With State Match	Total Regional Target With State Match	NonCMAQ/ HSIP/TAP with State Match
Berkshire Region	3.5596	\$355,964	\$1,112,389	\$0	\$7,388,931	\$5,920,578
Boston Region	42.9671	\$4,296,710	\$13,427,220	\$2,902,060	\$89,188,965	\$68,562,975
Cape Cod	4.5851	\$458,514	\$1,432,857	\$193,036	\$9,517,607	\$7,433,201
Central Mass	8.6901	\$869,013	\$2,715,666	\$984,220	\$18,038,539	\$13,469,640
Franklin Region	2.5397	\$253,975	\$793,671	\$0	\$5,271,878	\$4,224,233
Martha's Vineyard	0.3100	\$30,997	\$96,865	\$0	\$643,418	\$515,556
Merrimack Valley	4.4296	\$442,956	\$1,384,237	\$344,036	\$9,194,653	\$7,023,424
Montachusett	4.4596	\$445,955	\$1,393,611	\$120,756	\$9,256,919	\$7,296,597
Nantucket	0.2200	\$21,998	\$68,743	\$0	\$456,619	\$365,878
Northern Middlesex	3.9096	\$390,961	\$1,221,753	\$276,316	\$8,115,371	\$6,226,341
Old Colony	4.5595	\$455,954	\$1,424,858	\$337,265	\$9,464,473	\$7,246,397
Pioneer Valley	10.8099	\$1,080,992	\$3,378,100	\$1,250,000	\$22,438,689	\$16,729,598
Southeastern Mass	8.9601	\$896,010	\$2,800,033	\$947,311	\$18,598,936	\$13,955,582
<b>Total:</b>	<b>100.00</b>	<b>\$10,000,000</b>	<b>\$31,250,000</b>	<b>\$7,355,000</b>	<b>\$207,575,000</b>	<b>\$158,970,000</b>

DRAFT

TITLE 23 - TRANSPORTATION FUNDING

FEDERAL FISCAL YEAR 2018  
FFY 2017-2021 STIP  
FEDERAL REGIONAL TARGETS  
DRAFT

	Obligation Authority	Obl. Auth. Matching State Funds	Total Funding Based On Obl. Auth.
Base Obligation Authority	\$598,178,885		
Redistribution, as Estimated by FHWA	\$26,821,115		
<b>Total Estimated Obligation Authority Available:</b>	<b>\$625,000,000</b>		
ABP GANS Repayment	\$68,463,700		
<b>Total Non-Earmarked Available Statewide - (Including State Match)</b>	<b>\$556,536,300</b>	<b>\$123,273,547</b>	<b>\$663,809,847</b>
<b>Subtotal Statewide Infrastructure Items:</b>	<b>\$206,772,409</b>	<b>\$37,082,574</b>	<b>\$227,854,984</b>
<b>Subtotal Other Statewide Items:</b>	<b>\$51,986,729</b>	<b>\$12,996,682</b>	<b>\$64,983,411</b>
<b>Regional Major Infrastructure Projects:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Federal Aid Bridge Program:</b>	<b>\$124,317,161</b>	<b>\$31,079,290</b>	<b>\$155,396,451</b>
<b>Total Regional Targets:</b>			
CMAQ - Congestion Mitigation and Air Quality Improvement Program	\$20,000,000	\$5,000,000	\$25,000,000
HSIP - Highway Safety Improvement Program	\$9,000,000	\$1,000,000	\$10,000,000
TAP - Transportation Alternatives Program	\$4,555,000	\$1,138,750	\$5,693,750
Regional Maximum Non-CMAQ / HSIP Component:	\$139,905,001	\$34,976,250	\$174,881,251
<b>Total Regional Target</b>	<b>173,460,001</b>	<b>42,115,000</b>	<b>215,575,001</b>

Region	Regional Share (%)	Regional Minimum HSIP Component With State Match	Regional Minimum CMAQ Component With State Match	Regional TAP Component With State Match	Total Regional Target With State Match	NonCMAQ/ HSIP/TAP with State Match
Berkshire Region	3.5596	\$355,964	\$889,911	\$0	\$7,673,703	\$6,427,827
Boston Region	42.9671	\$4,296,710	\$10,741,776	\$2,927,554	\$92,626,334	\$74,660,294
Cape Cod	4.5851	\$458,514	\$1,146,285	\$210,307	\$9,884,419	\$8,069,312
Central Mass	8.6901	\$869,013	\$2,172,533	\$475,200	\$18,733,750	\$15,217,005
Franklin Region	2.5397	\$253,975	\$634,937	\$0	\$5,475,057	\$4,586,146
Martha's Vineyard	0.3100	\$30,997	\$77,492	\$0	\$668,216	\$559,727
Merrimack Valley	4.4296	\$442,956	\$1,107,389	\$350,938	\$9,549,018	\$7,647,735
Montachusett	4.4596	\$445,955	\$1,114,889	\$85,141	\$9,613,684	\$7,967,699
Nantucket	0.2200	\$21,998	\$54,995	\$0	\$474,218	\$397,225
Northern Middlesex	3.9096	\$390,961	\$977,402	\$281,859	\$8,428,140	\$6,777,917
Old Colony	4.5595	\$455,954	\$1,139,886	\$345,114	\$9,829,237	\$7,888,282
Pioneer Valley	10.8099	\$1,080,992	\$2,702,480	\$540,000	\$23,303,483	\$18,980,011
Southeastern Mass	8.9601	\$896,010	\$2,240,026	\$477,637	\$19,315,744	\$15,702,071
<b>Total:</b>	<b>100.00</b>	<b>\$10,000,000</b>	<b>\$25,000,000</b>	<b>\$5,693,750</b>	<b>\$215,575,001</b>	<b>\$174,881,251</b>

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TITLE 23 - TRANSPORTATION FUNDING

FEDERAL FISCAL YEAR 2019  
FFY 2017-2021 STIP  
FEDERAL REGIONAL TARGETS  
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	Obligation Authority	Obl. Auth. Matching State Funds	Total Funding Based On Obl. Auth.
Base Obligation Authority	\$611,680,644		
Redistribution, as Estimated by FHWA	\$18,319,356		
<b>Total Estimated Obligation Authority Available:</b>	<b>\$630,000,000</b>		
ABP GANS Repayment	\$73,525,150		
<b>Total Non-Earmarked Available Statewide - (Including State Match)</b>	<b>\$556,474,850</b>	<b>\$116,053,301</b>	<b>\$656,528,152</b>
<b>Subtotal Statewide Infrastructure Items:</b>	<b>\$206,710,960</b>	<b>\$29,862,329</b>	<b>\$220,573,289</b>
<b>Subtotal Other Statewide Items:</b>	<b>\$51,986,729</b>	<b>\$12,996,682</b>	<b>\$64,983,411</b>
<b>Regional Major Infrastructure Projects:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Federal Aid Bridge Program:</b>	<b>\$124,317,161</b>	<b>\$31,079,290</b>	<b>\$155,396,451</b>
<b>Total Regional Targets:</b>			
CMAQ - Congestion Mitigation and Air Quality Improvement Program	\$20,000,000	\$5,000,000	\$25,000,000
HSIP - Highway Safety Improvement Program	\$9,000,000	\$1,000,000	\$10,000,000
TAP - Transportation Alternatives Program	\$4,540,000	\$1,135,000	\$5,675,000
Regional Maximum Non-CMAQ / HSIP Component:	\$139,920,000	\$34,980,000	\$174,900,000
<b>Total Regional Target</b>	<b>173,460,000</b>	<b>42,115,000</b>	<b>215,575,000</b>

Region	Regional Share (%)	Regional Minimum HSIP Component With State Match	Regional Minimum CMAQ Component With State Match	Regional TAP Component With State Match	Total Regional Target With State Match	NonCMAQ/ HSIP/TAP with State Match
Berkshire Region	3.5596	\$355,964	\$889,911	\$0	\$7,673,703	\$6,427,827
Boston Region	42.9671	\$4,296,710	\$10,741,776	\$2,882,340	\$92,626,333	\$74,705,507
Cape Cod	4.5851	\$458,514	\$1,146,285	\$193,036	\$9,884,419	\$8,086,583
Central Mass	8.6901	\$869,013	\$2,172,533	\$488,961	\$18,733,750	\$15,203,244
Franklin Region	2.5397	\$253,975	\$634,937	\$0	\$5,475,057	\$4,586,146
Martha's Vineyard	0.3100	\$30,997	\$77,492	\$0	\$668,216	\$559,727
Merrimack Valley	4.4296	\$442,956	\$1,107,389	\$345,082	\$9,549,018	\$7,653,590
Montachusett	4.4596	\$445,955	\$1,114,889	\$85,118	\$9,613,684	\$7,967,722
Nantucket	0.2200	\$21,998	\$54,995	\$0	\$474,218	\$397,225
Northern Middlesex	3.9096	\$390,961	\$977,402	\$277,156	\$8,428,140	\$6,782,620
Old Colony	4.5595	\$455,954	\$1,139,886	\$338,242	\$9,829,237	\$7,895,154
Pioneer Valley	10.8099	\$1,080,992	\$2,702,480	\$537,500	\$23,303,483	\$18,982,511
Southeastern Mass	8.9601	\$896,010	\$2,240,026	\$527,565	\$19,315,744	\$15,652,143
<b>Total:</b>	<b>100.00</b>	<b>\$10,000,000</b>	<b>\$25,000,000</b>	<b>\$5,675,000</b>	<b>\$215,575,000</b>	<b>\$174,900,000</b>

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TITLE 23 - TRANSPORTATION FUNDING

FEDERAL FISCAL YEAR 2020  
FFY 2017-2021 STIP  
FEDERAL REGIONAL TARGETS  
DRAFT

	Obligation Authority	Obl. Auth. Matching State Funds	Total Funding Based On Obl. Auth.
Base Obligation Authority	\$626,330,019		
Redistribution, as Estimated by FHWA	\$8,669,981		
<b>Total Estimated Obligation Authority Available:</b>	<b>\$635,000,000</b>		
ABP GANS Repayment	\$77,951,600		
<b>Total Non-Earmarked Available Statewide - (Including State Match)</b>	<b>\$557,048,400</b>	<b>\$124,845,391</b>	<b>\$665,893,791</b>
<b>Subtotal Statewide Infrastructure Items:</b>	<b>\$203,200,308</b>	<b>\$37,633,368</b>	<b>\$224,833,676</b>
<b>Subtotal Other Statewide Items:</b>	<b>\$51,986,729</b>	<b>\$12,996,682</b>	<b>\$64,983,411</b>
<b>Regional Major Infrastructure Projects:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Federal Aid Bridge Program:</b>	<b>\$124,317,161</b>	<b>\$31,079,290</b>	<b>\$155,396,451</b>
<b>Total Regional Targets:</b>			
CMAQ - Congestion Mitigation and Air Quality Improvement Program	\$20,000,000	\$5,000,000	\$25,000,000
HSIP - Highway Safety Improvement Program	\$9,000,000	\$1,000,000	\$10,000,000
TAP - Transportation Alternatives Program	\$5,373,446	\$1,343,362	\$6,716,808
Regional Maximum Non-CMAQ / HSIP Component:	\$143,170,756	\$35,792,689	\$178,963,445
<b>Total Regional Target</b>	<b>177,544,202</b>	<b>43,136,051</b>	<b>220,680,253</b>

Region	Regional Share (%)	Regional Minimum HSIP Component With State Match	Regional Minimum CMAQ Component With State Match	Regional TAP Component With State Match	Total Regional Target With State Match	NonCMAQ/ HSIP/TAP with State Match
Berkshire Region	3.5596	\$355,964	\$889,911	\$30,410	\$7,855,431	\$6,579,146
Boston Region	42.9671	\$4,296,710	\$10,741,776	\$3,259,106	\$94,819,913	\$76,522,320
Cape Cod	4.5851	\$458,514	\$1,146,285	\$242,367	\$10,118,502	\$8,271,336
Central Mass	8.6901	\$869,013	\$2,172,533	\$560,767	\$19,177,403	\$15,575,090
Franklin Region	2.5397	\$253,975	\$634,937	\$21,697	\$5,604,718	\$4,694,110
Martha's Vineyard	0.3100	\$30,997	\$77,492	\$2,648	\$684,040	\$572,903
Merrimack Valley	4.4296	\$442,956	\$1,107,389	\$382,924	\$9,775,158	\$7,841,889
Montachusett	4.4596	\$445,955	\$1,114,889	\$122,343	\$9,841,355	\$8,158,168
Nantucket	0.2200	\$21,998	\$54,995	\$1,879	\$485,448	\$406,576
Northern Middlesex	3.9096	\$390,961	\$977,402	\$310,556	\$8,627,735	\$6,948,816
Old Colony	4.5595	\$455,954	\$1,139,886	\$378,017	\$10,062,013	\$8,088,156
Pioneer Valley	10.8099	\$1,080,992	\$2,702,480	\$629,850	\$23,855,357	\$19,442,035
Southeastern Mass	8.9601	\$896,010	\$2,240,026	\$774,242	\$19,773,180	\$15,862,901
<b>Total:</b>	<b>100.00</b>	<b>\$10,000,000</b>	<b>\$25,000,000</b>	<b>\$6,716,808</b>	<b>\$220,680,253</b>	<b>\$178,963,445</b>

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TITLE 23 - TRANSPORTATION FUNDING

FEDERAL FISCAL YEAR 2021  
FFY 2017-2021 STIP  
FEDERAL REGIONAL TARGETS  
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	Obligation Authority	Obl. Auth. Matching State Funds	Total Funding Based On Obl. Auth.
Base Obligation Authority	\$626,330,019		
Redistribution, as Estimated by FHWA	\$13,669,981		
<b>Total Estimated Obligation Authority Available:</b>	<b>\$640,000,000</b>		
ABP GANS Repayment	\$82,588,050		
<b>Total Non-Earmarked Available Statewide - (Including State Match)</b>	<b>\$557,411,950</b>	<b>\$124,885,785</b>	<b>\$666,297,735</b>
<b>Subtotal Statewide Infrastructure Items:</b>	<b>\$203,563,858</b>	<b>\$37,673,762</b>	<b>\$225,237,620</b>
<b>Subtotal Other Statewide Items:</b>	<b>\$51,986,729</b>	<b>\$12,996,682</b>	<b>\$64,983,411</b>
<b>Regional Major Infrastructure Projects:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Federal Aid Bridge Program:</b>	<b>\$124,317,161</b>	<b>\$31,079,290</b>	<b>\$155,396,451</b>
<b>Total Regional Targets:</b>			
<b>CMAQ - Congestion Mitigation and Air Quality Improvement Program</b>	<b>\$20,000,000</b>	<b>\$5,000,000</b>	<b>\$25,000,000</b>
<b>HSIP - Highway Safety Improvement Program</b>	<b>\$9,000,000</b>	<b>\$1,000,000</b>	<b>\$10,000,000</b>
<b>TAP - Transportation Alternatives Program</b>	<b>\$5,578,446</b>	<b>\$1,394,612</b>	<b>\$6,973,058</b>
<b>Regional Maximum Non-CMAQ / HSIP Component:</b>	<b>\$142,965,756</b>	<b>\$35,741,439</b>	<b>\$178,707,195</b>
<b>Total Regional Target</b>	<b>177,544,202</b>	<b>43,136,051</b>	<b>220,680,253</b>

Region	Regional Share (%)	Regional Minimum HSIP Component With State Match	Regional Minimum CMAQ Component With State Match	Regional TAP Component With State Match	Total Regional Target With State Match	NonCMAQ/ HSIP/TAP with State Match
Berkshire Region	3.5596	\$355,964	\$889,911	\$248,216	\$7,855,431	\$6,361,340
Boston Region	42.9671	\$4,296,710	\$10,741,776	\$2,996,121	\$94,819,913	\$76,785,305
Cape Cod	4.5851	\$458,514	\$1,146,285	\$319,725	\$10,118,502	\$8,193,978
Central Mass	8.6901	\$869,013	\$2,172,533	\$605,968	\$19,177,403	\$15,529,889
Franklin Region	2.5397	\$253,975	\$634,937	\$177,098	\$5,604,718	\$4,538,709
Martha's Vineyard	0.3100	\$30,997	\$77,492	\$21,614	\$684,040	\$553,937
Merrimack Valley	4.4296	\$442,956	\$1,107,389	\$308,876	\$9,775,158	\$7,915,937
Montachusett	4.4596	\$445,955	\$1,114,889	\$310,967	\$9,841,355	\$7,969,544
Nantucket	0.2200	\$21,998	\$54,995	\$15,339	\$485,448	\$393,117
Northern Middlesex	3.9096	\$390,961	\$977,402	\$272,619	\$8,627,735	\$6,986,753
Old Colony	4.5595	\$455,954	\$1,139,886	\$317,940	\$10,062,013	\$8,148,233
Pioneer Valley	10.8099	\$1,080,992	\$2,702,480	\$753,782	\$23,855,357	\$19,318,103
Southeastern Mass	8.9601	\$896,010	\$2,240,026	\$624,793	\$19,773,180	\$16,012,351
<b>Total:</b>	<b>100.00</b>	<b>\$10,000,000</b>	<b>\$25,000,000</b>	<b>\$6,973,058</b>	<b>\$220,680,253</b>	<b>\$178,707,195</b>

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**NP&EDC**



NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION

**PUBLIC PARTICIPATION PLAN**  
FOR TRANSPORTATION PLANNING ACTIVITIES

**ENDORSED BY THE NP&EDC ON JUNE 28, 2007**

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NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION  
16 BROAD STREET  
NANTUCKET, MA 02554  
(508) 228-7237



**ENDORSEMENT**

**PUBLIC PARTICIPATION PLAN**  
**FOR**  
**TRANSPORTATION PLANNING ACTIVITIES**

\_\_\_\_\_  
Bernard Cohen, Secretary of Transportation  
Executive Office of Transportation and Public Works

\_\_\_\_\_  
Date

\_\_\_\_\_  
Luisa Paiewonsky, Commissioner  
Massachusetts Highway Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Barry G. Rector, Chairman  
Nantucket Planning and Economic Development Commission

\_\_\_\_\_  
Date

# **PUBLIC PARTICIPATION PLAN FOR TRANSPORTATION PLANNING ACTIVITIES**

## **1. Introduction**

### **1.1 Purpose**

This is a plan for collecting public input on the Nantucket Planning and Economic Development Commission's (NP&EDC) transportation planning documents. The awareness and involvement of persons interested in governmental processes are critical to successful regional transportation planning and programming. When the public is engaged in the process, its feedback helps assure projects address community needs. Likewise, the public gains a better understanding of the tradeoffs and constraints associated with transportation planning. This Public Participation Plan (PPP) serves as a guide for the NP&EDC's public involvement process as well as the continuing, comprehensive, and coordinated (3C) planning process among stakeholders to ensure the ongoing opportunity for broad-based participation in the development and review of regional plans and programs.

### **1.2 Agency Description**

The NP&EDC is the Regional Planning Agency (RPA) and Metropolitan Planning Organization (MPO) for Nantucket, Massachusetts. The NP&EDC is charged with planning for the "orderly and coordinated development and protection of the physical, social and economic resources for the Island of Nantucket" (Mass. General Law, Chapter 561 of the Acts of 1973, "An Act Establishing the Nantucket Planning & Economic Development Commission"). The NP&EDC consists of twelve members:

- 5 – elected members of the Nantucket Planning Board,
- 1 – member appointed by the Conservation Commission,
- 1 – member appointed by the County Commissioners,
- 1 – member appointed by the Housing Authority,
- 1 – Director of the Department of Public Works as an ex-officio member, and
- 3 – at-large members appointed by the NP&EDC.

### **1.3 Legislative Mandate**

The NP&EDC's previous public participation process, approved in June 1995, needs to be updated to conform to new federal planning law. On August 10, 2005, President Bush signed the **Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)**. SAFETEA-LU requires the involvement of the public in transportation planning and investment activities. The purpose of the development of a Public Participation Plan is to ensure that the public is involved early in the transportation planning process by providing complete information, timely public

notice, and full access in decision making. The following Public Participation Plan is intended to provide for the continuing involvement of the public.

#### **1.4 Development of the Public Participation Plan**

The development of this plan initiated with a review of the plan endorsed in June 1995 not only to identify areas that need to conform with SAFETEA-LU regulations, but to also identify new ways in which the public could be engaged to maximize participation. This step was conducted simultaneously with a review of plans prepared by other RPAs around the country to identify progressive strategies to engage the public.

Following the development of an initial draft, staff contacted agencies listed in the original mailing list for the NP&EDC, as well as new agencies required by SAFETEA-LU (such as the Wampanoag Tribe of Gay Head). This strategy served to: 1) provide the agencies and committees with an overview of the plan, 2) request participation in a review of the plan, and 3) solicit valuable information to improve the engagement strategies and to identify other agencies or committees that should be considered a key stakeholder in the process.

All the required agencies were contacted and provided copies of the draft plan, and subsequently staff met directly with the Housing Authority and Board of Selectmen. Other agencies that staff frequently coordinated with included the Council on Aging and the Planning Board.

Written comments and a description of changes made to this plan as a result of the public review period are attached to this plan in section 3.

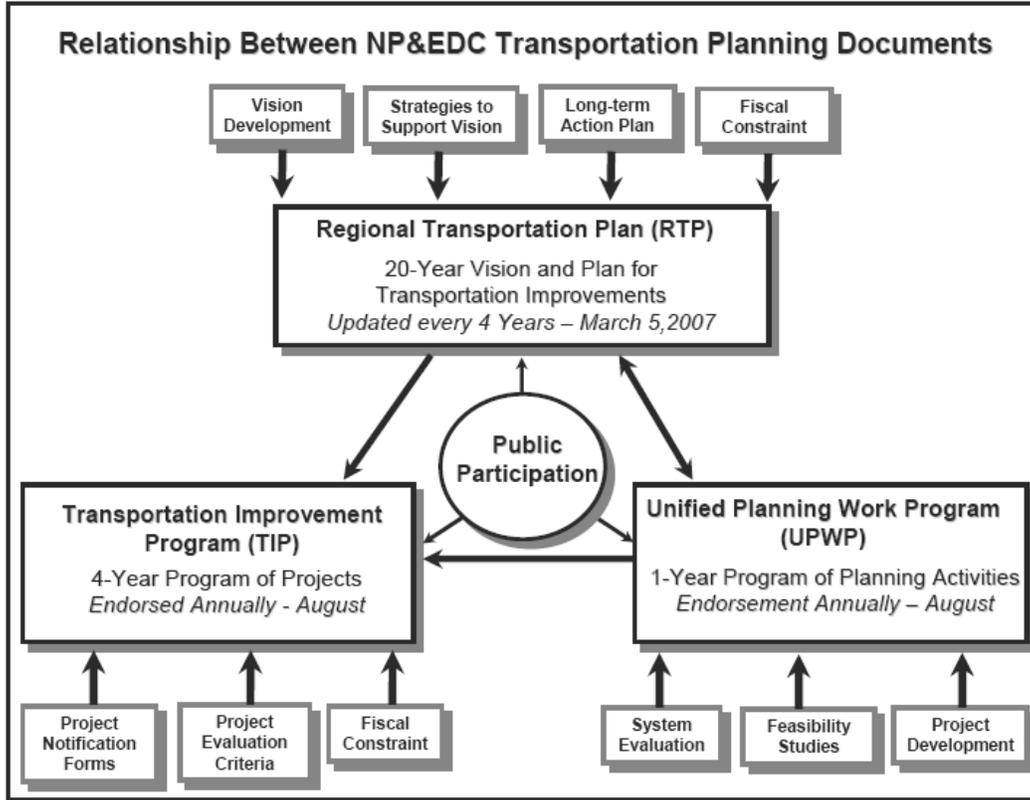
## **2. Public Participation Plan**

This Public Participation Plan (PPP) provides the opportunity for interested parties to comment on the transportation planning that the NP&EDC does for the region. The following are required by SAFETEA-LU:

- Make Regional Transportation Plans (RTP), Transportation Improvement Programs (TIP), Unified Planning Work Programs (UPWP), and other transportation studies available for public review in advance of board meetings where documents will be endorsed.
- The PPP should provide opportunities for the public to offer commentary, and should be scheduled at convenient and accessible places and times.
- The PPP must use visualization techniques. These techniques may vary, but can include maps, transportation models, and animation.
- Provide the RTP, TIP, UPWP, and other transportation studies in electronic format on the internet. These will be provided on the NP&EDC webpage, and could be provided on the Nantucket Regional Transit Authority's webpage.

## 2.1 Resource Documents

The following is a description of planning documents that will be required to adhere to the PPP. The chart below depicts the relationship between these planning documents.



### 2.1.1 Regional Transportation Plan (RTP)

The RTP is required in the federal SAFETEA-LU law, and is a comprehensive report, updated every four years, that identifies existing conditions, as well as problems and deficiencies, of the Island's transportation infrastructure. The infrastructure includes roadways, public transportation, bike and pedestrian facilities, parking facilities, ferry facilities, and airport facilities. The RTP also articulates the goals and objectives for future projects and programs to improve the system, and provides a 25-year fiscally constrained schedule for implementing the recommended improvements.

The draft RTP shall be developed in consultation with state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation, as well as with representatives of public transportation, freight transportation, bicycle and pedestrian facilities, and disabled populations. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, the Nantucket Atheneum, as well as in an electronic format

on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

### **2.1.2 Transportation Improvement Program (TIP)**

This is the short range transportation programming document that includes a prioritized listing of improvement projects (both roadway and transit projects) identified in the RTP that would utilize federal funding to implement. The TIP must be financially constrained and endorsed annually by the NP&EDC.

The draft TIP shall be developed in consultation with the Town of Nantucket, Nantucket Regional Transit Authority, MassHighway, and the Executive Office of Transportation. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

### **2.1.3 Unified Planning Work Program (UPWP)**

The UPWP is a document that describes all of the transportation planning activities expected to be undertaken in the Nantucket region during the year. The UPWP is endorsed annually by the NP&EDC, and is one of the federal requirements for a certified transportation planning process that is a prerequisite for the receipt of federal funding for transportation improvements for roads or transit in the region.

The draft UPWP is prepared with input from the Town of Nantucket, the Executive Office of Transportation and the MassHighway. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

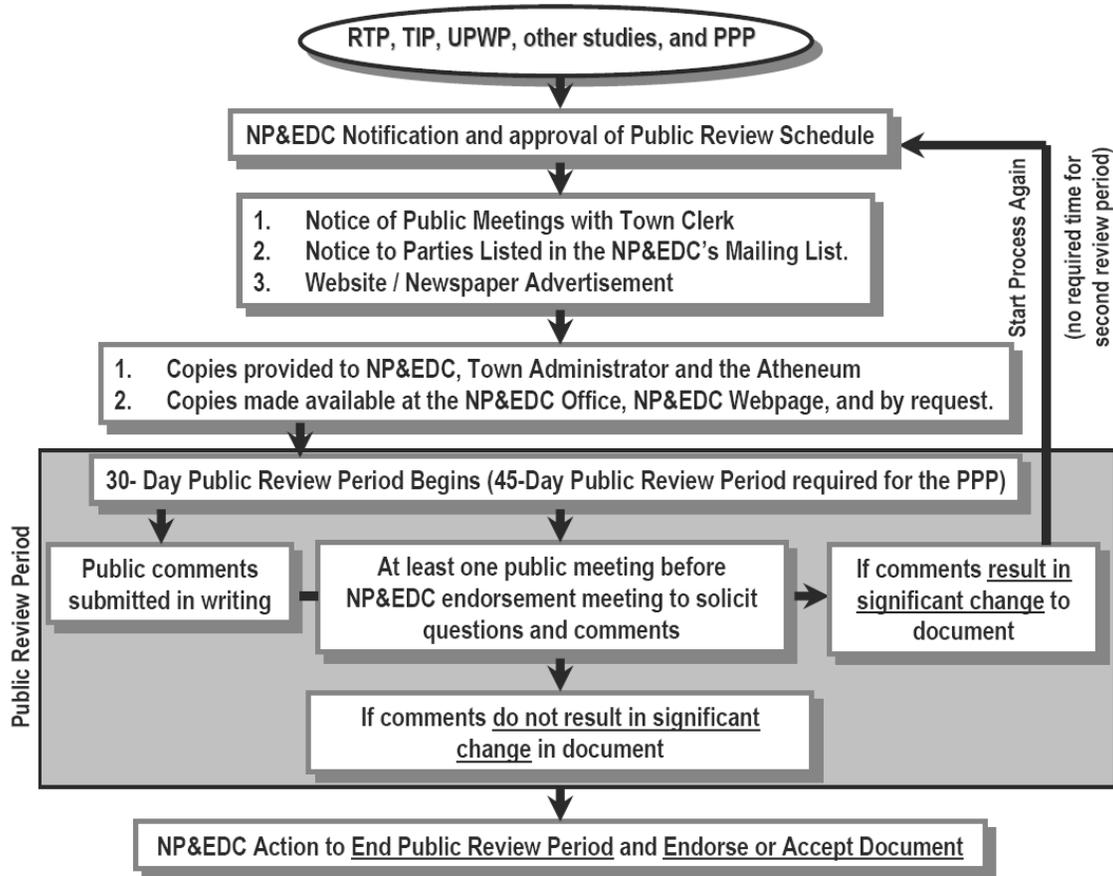
### **2.1.4 Transportation planning studies**

These studies are routinely undertaken by the NP&EDC to address the goals and objectives stated in the RTP, and to provide required information and potential recommendations for the TIP. Funding for these studies can originate from the UPWP, but can be provided through other sources, such as the Town of Nantucket.

A draft study shall be developed with input from identified stakeholders. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, the Nantucket Atheneum, as well as in an electronic format on the

NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

## 2.2 Public Participation Process



### 2.2.1 NP&EDC Notification

- The NP&EDC shall be informed by the Planning Office staff at the beginning of the development of, or amendment to, the Regional Transportation Plan, TIP, UPWP, or transportation planning study, and shall have an opportunity to provide comments on the scope and ways to involve the public in the process. At the time of notification, the NP&EDC should discuss and approve the scheduling of future public meetings required as part of the public participation process.

### 2.2.2 Public Meeting Notice

- Notices of meetings where these plans, programs and studies will be discussed shall be made not less than 48-hours in advance through the Nantucket Town Clerk, and posted in the Town Clerk's office and on the meeting notice board of the Town and County Building located at 16 Broad Street.

- The notice of meetings shall also be sent to all interested parties listed in the NP&EDC's mailing list (see item 2.2.5 below).

### **2.2.3 Advertisement**

- Advertisements announcing the thirty day public review period, the availability of draft copies of the RTP, TIP, UPWP, or transportation planning study, and the opportunity to review and comment on the document will be published in the *Inquirer and Mirror* local newspaper. A forty-five day period will be advertised for any changes to the PPP.
- Public notice of the thirty day public review period and availability of draft documents shall also be made on the NP&EDC's webpage. A forty-five day period will be advertised for any changes to the PPP.

### **2.2.4 Review of Drafts**

- There will be at least a thirty day review period prior to the endorsement of the final RTP, TIP, UPWP, or transportation planning studies. There will be at least a forty-five day period will be advertised for any changes to the PPP.
- The NP&EDC members, the Town Administrator, and the Nantucket Atheneum shall receive copies of the draft documents.
- Copies of the drafts shall also be readily available to the general public at the NP&EDC office or by request via telephone, email, or fax.
- An electronic version of the draft will be made available on the NP&EDC webpage during the public review period.
- At least one public meeting will be held when developing or amending the RTP, TIP, UPWP, or transportation planning study. The number of public meetings will be in proportion to the significance of the item under consideration.
- If the public comments or interagency comments result in significant changes to the draft document, then an additional public review period will be started to allow review of the changes. There is no required time for the additional review period, but a two week period could be used. Written comments and a summary of changes to a draft document resulting from these will be made part of the final RTP, TIP, UPWP, or major transportation planning study.
- The NP&EDC staff is available to meet with local officials or any other interested citizens to discuss or receive written comments on the RTP, TIP, UPWP or major transportation planning study.

### 2.2.5 Mailing List

- This list contains the following interested parties:
  - Representatives of Nantucket in the Federal and State Legislature
  - Executive Office of Transportation liaison
  - Wampanoag Tribe of Gay Head – Cultural Resource Protection
  - Woods Hole, Martha's Vineyard and Nantucket Steamship Authority
  - NP&EDC members
  - Town Administrator
  - Nantucket Regional Transit Authority Advisory Board
  - Nantucket Conservation Commission
  - Nantucket Public Schools
  - Council on Aging
  - Council for Human Services
  - Nantucket Housing Authority
  - Fire Department
  - Police Department
  - Department of Public Works
  - *The Inquirer and Mirror* newspaper
  - *Nantucket Independent* newspaper
  - And various members of the general public
  
- Anyone can be added to the mailing list upon written request to the NP&EDC.
  
- Planning staff will be available to meet and review drafts with any committee or agency upon request.

### 3. Public and Staff Written Comments during the Public Review Period

The written letters attached to this section were received by the Planning Office during the 45-day review period from the public and various agencies concerning the draft version of this PPP. Other written comments are from staff addressing the comments received in these letters.