

**Franklin Region
Unified Planning Work Program
for
Transportation Planning Activities**

July 28, 2015

**Franklin Regional Council of Governments
Unified Planning Work Program**

for

Transportation Planning Activities

October 1, 2015 - September 30, 2016

Transportation Staff

Jessica Atwood, Economic Development Program Manager

Ryan Clary, Senior GIS Specialist

Elizabeth Giannini, Senior Transportation Planner II

Gretchen Johnson, Homeland Security Program Asst./Planning Grant Admin.

Ian Kolesinskas, Transportation Planning Intern

Alyssa Larose, Land Use Planner

Mark Maloni, Public Health Planner

Maureen Mullaney, Transportation & GIS Program Manager II

Megan Rhodes, Senior Transportation Planner

Laurie Scarbrough, Transportation Planning Engineer

Margaret Sloan, Director of Planning & Development

July 28, 2014

Prepared under contract 75369 in cooperation with the
Massachusetts Executive Office of Transportation and the
U.S. Department of Transportation, Federal Highway Administration.

TPO ENDORSEMENT
Franklin County Transportation Planning Organization
Unified Planning Work Program
October 1, 2015 - September 30, 2016

The Franklin County Transportation Planning Organization (TPO) endorses the FY 2016 Franklin Regional Council of Governments Unified Planning Work Program as the guiding document for the work performed by the FRCOG transportation planning staff on behalf of the Franklin TPO and ensures that the UPWP is consistent with and strives to meet the goals, objectives and programs stated within the Franklin County Regional Transportation Plan.

SIGNATORY CERTIFICATION



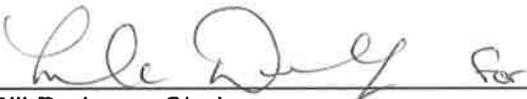
Stephanie Pollack, Secretary and CEO
MassDOT

7/28/15
Date



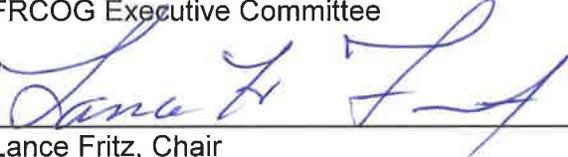
Thomas Tinlin, Acting Highway Administrator
MassDOT Highway Division

7-28-2015
Date



Bill Perlman, Chair
FRCOG Executive Committee

7/28/15
Date



Lance Fritz, Chair
Franklin Regional Transit Authority

7/28/15
Date

William Martin, Mayor
City of Greenfield

Date

John Paciorek
Regionally Elected Representative to the FRCOG
Executive Committee

Date

Robert C. Dean

Robert Dean
West County Sub-Regional Appointment

7-28-15

Date

Jonathan Edwards
Central County Sub-Regional Appointment

Date

Vacant
East County Sub-Regional Appointment

Date

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Spanish: Si necesita esta información en otro idioma, por favor contacte al coordinador de FRCOG del Título VI al 413-774-3167 ext. 132.

Russian: Если Вам необходима данная информация на любом другом языке, пожалуйста, свяжитесь с Координатором Титула VI в FRCOG по тел: 413-774-3167, добавочный 132.

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Introduction

The Unified Planning Work Program (UPWP) describes the scope and estimated cost of work tasks to be conducted by the transportation planning staff of the Franklin Regional Council of Governments (FRCOG) on behalf of the Franklin County Transportation Planning Organization (TPO) over the next contract year. The UPWP outlines the region's long and short-range transportation planning objectives and describes how these objectives will be met.

This UPWP has been developed to reflect State and Federal requirements, as well as local priorities and needs. Specific tasks have been identified through the analyses conducted and recommendations generated for the Regional Transportation Plan since 1993. Tasks within this UPWP are also a direct response to previous work and input from the Franklin County Transportation Planning Organization, and the Franklin Regional Planning Board.

Planning Priorities for the Franklin Region

For over the last decade, Franklin County has prioritized the use of its limited transportation funds to support the repair and maintenance of its transportation infrastructure rather than the construction of new facilities. This is particularly highlighted in the continued development of a Pavement Management Program (task 2.6) that assesses pavement conditions to assist with prioritizing improvements that are most cost effective. At the same time, developing improvements in a manner that reflects and respects the rural nature of Franklin County is very important. Context Sensitive Design, as embraced in the MassDOT Design Guidebook, is typically a first consideration of Franklin County municipalities in developing transportation improvements for their communities. These priorities are addressed in this UPWP when preparing the TIP (task 1.3), through Local Technical Assistance (task 4.1) and Education, Outreach and Interregional Collaboration (task 4.6).

Another regional priority is safety. Nearly all of the transportation planning work undertaken in the Franklin Region has grown out of a desire to create the safest transportation network possible. In particular, tasks such as the Update of the Most Hazardous Intersections in Franklin County (task 3.3) focus on safety for all roadway users. However, safety considerations can be found in other tasks including Geographic Information Systems (task

2.2), and Traffic Counting and Data Collection (task 2.5), both of which provide important data inputs to other safety planning work.

In addition, the Franklin Region has prioritized Mode Shift in its transportation planning activities. Mode Shift in Franklin County means planning for ways to encourage travelers to shift their travel from singly-occupied vehicles to alternative forms of transportation. This year's UPWP includes tasks to encourage mode shift and support alternative forms of transportation. These tasks include the Feasibility Study for Fixed Route Service in East County (task 3.2), the Pedestrian Safety Strategic Plan (task 3.5), Promotional Campaign for Bicycling in Franklin County (task 3.6), the Transit and Rail Service task (task 4.3), and Franklin County Bikeway and Pedestrian planning and implementation task (task 4.5).

Further, the Franklin Region places a strong emphasis on integrating long range regional planning for transportation and land use in a way that makes full use of a robust public participation process, and provides technical assistance to our small, mostly volunteer staff, municipalities (tasks 1.4, 4.1, and 4.6).

Finally, the UPWP is derived from work and priorities identified through the region's long range regional transportation plan (RTP). This plan looks at our existing network, successes, opportunities, gaps and challenges, and makes financially-constrained recommendations for transportation improvements over a 25-year time horizon. In developing the transportation plan, MAP-21 states that the TPO shall consider eight key factors as they relate to the plan's 25-year horizon and, thus, future transportation planning activities. The update to the RTP did address all of the requirements and goals of MAP-21. However, these eight factors will continue to be addressed by tasks in the UPWP as listed in the table below.

MAP-21 Eight Planning Factors		Corresponding UPWP Task
1)	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency	3.4, 4.3, 4.4, 4.6
2)	Increase the safety of the transportation system for motorized and non-motorized users	2.2, 2.5, 3.3, 3.5, 4.2
3)	Increase the security of the transportation system for motorized and non-motorized users	4.3, 4.4
4)	Increase the accessibility and mobility of people and for freight	1.5, 2.6, 3.1, 4.2, 4.3, 4.5
5)	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns	2.1, 2.3, 3.0, 4.4, 4.5, 4.7
6)	Enhance the integration and connectivity of the transportation system, across and between modes for people and freight	3.1, 3.2, 3.5, 4.3, 4.4, 4.5
7)	Promote efficient system management and operation	3.4, 4.4, 4.5
8)	Emphasize the preservation of the existing transportation system	1.3, 2.6, 4.1, 4.6

In addition to the Planning Factors listed above, the Federal Highway Administration (FHWA) sets national planning priorities that all RPA's should consider in the development of their UPWPs. The FY2016 Planning Emphasis Areas (PEAs) are:

- MAP-21 Implementation;
- Regional Models of Cooperation; and
- Ladders of Opportunity.

The FCTPO and the FRCOG address all three of these PEAs in various ways. The UPWP Task 2.4 focuses on MAP-21 Implementation with the incorporation of performance measures into various processes and tasks. The FRCOG has long been a statewide model for regional cooperation on many levels and topics. It continues to create new regional relationships and build on previously established relationships. The Ladder of Opportunity PEA refers to the identification of connectivity gaps in accessing essential services. The FRCOG has been working on this very issue recently and plans to continue to do so with its participation in the Franklin County Regional Coordinating Council, Title VI activities, and through several of the UPWP tasks (3.1, 3.2, 3.5, 3.6, 4.3, and 4.5).

Format of the UPWP

The UPWP is divided into four categories: management and support of the planning process; data collection and analysis activities; transportation planning studies; and ongoing transportation activities.

Included within the **management and support category** is the preparation of the Transportation Improvement Program, monitoring of this UPWP and preparation of FRCOG's next UPWP, Public Participation for transportation planning activities, and a focus on Environmental Justice activities to continue outreach to areas with low income, minority, and tribal populations to strengthen the participation of these target groups in the decision-making process. Building on work conducted during FY 2001 through 2015, this work plan will remain committed to addressing Environmental Justice. The FRCOG will continue to ensure that its Title VI program complies with all requirements and that it is up-to-date. The FRCOG will also work to improve its ability to serve persons with Limited English Proficiency and minority populations by exploring various public participation methods.

Examples of tasks within the **data collection and analysis category** are the traffic counting and data collection program, the maintenance and continued development of the geographic information system, and continued development of a regional Pavement Management System. This category also includes work related to being a State Data Center Affiliate such as aggregation, analysis, and distribution of Census or other data released, and the preparation of data reports by request and/or to support planning projects. In addition, air quality compliance activities will be important to support continuing efforts to implement qualified Congestion Mitigation Air Quality (CMAQ) projects. Finally, this group includes the ability to review ENFs and EIRs and provide transportation-related comments on projects proposed for the region.

In group 3, the **transportation planning studies** that will be undertaken during the upcoming year include: examining access to recreational facilities and transit services; investigating the safety of intersections and pedestrian/bicycling infrastructure in the region; analyzing the parking needs of Turners Falls; and promoting bicycling, transit, and park and rides in the region.

Ongoing transportation activities include providing Local Technical Assistance to our municipalities and boards; the implementation of the recommendations identified in the Route 2 Safety Improvement Study; continued activities related to expanding the Franklin County Bikeway and providing Pedestrian opportunities and infrastructure; support of Broadband and ITS activities; and ongoing efforts to expand transit and paratransit services in the region, and participation in efforts to support increased passenger rail service in Franklin County. We will also continue efforts for education, outreach, and interregional collaboration. This task allows for staff to share information at conferences and workshops that is related to innovative projects, results, and participation in state efforts such as serving on various task forces, for the on-going education of other transportation professionals and citizens, and the advancement of transportation planning goals. Finally, this group includes a task devoted to Scenic Byways in our region, including development of corridor management plans, seeking funding for projects, and the implementation of approved projects.

An additional FHWA-funded project with separate contract will be pursued in conjunction with this UPWP. A Corridor Management Plan will be completed for the Connecticut River Scenic Byway in collaboration with PVPC. A summary of the transportation funding sources for the Franklin Regional Council of Governments Planning Department that are represented in the 2016 UPWP, and through the forthcoming separate contracts, follows.

FHWA/MassDOT Funded Grants During FY 2016 UPWP Year

Name of Grant	Source of Funding	Budgeted Amount During 2016 UPWP Year	Total Budgeted Amount	Expiration of Contract
3-C (contract # 75369)	SPR	\$491,374	TBD	4 years 9/30/16
Scenic Byway Land Protection	Scenic Byway	Separate Contract	\$4,861,129	9/30/16
Connecticut River Scenic Byway Corridor Management Plan	Scenic Byway	Separate Contract	\$84,869	2016

Related Planning Projects Being Conducted by the FRCOG

Beyond the tasks described within this document, the Franklin Regional Council of Governments is involved in other projects that will affect the transportation planning process in the region. The FRCOG is currently working on projects related to homeland security, food security, housing needs, and economic development. Other work throughout the region will support the implementation of Route 2 Safety Improvements, and other 3C related projects. The following table summarizes other FRCOG planning grants that will influence and improve transportation planning during the FY 2016 UPWP year.

Other FRCOG Planning Grants

Name of Grant	Source of Funding	Budget	Term of Grant
Brownfield Clean-up Revolving Loan Fund	US EPA	\$1,280,000	10/15/2006 - 6/30/2015 (contract extension request to 12/31/2015)
District Local Technical Assistance	DHCD	\$96,500	1/1/2015 - 12/31/2015
EDA Planning Partnership Grant	US EDA	\$70,000	7/1/2014 - 6/30/2015 (application to be submitted for funding for 7/1/2015-6/30/2016)
Brownfield Hazardous Substance Assessment Grant	US EPA	\$300,000	10/1/2014 - 9/30/2017
Massachusetts Broadband Institute - Broadband Planning Grants	MBI	\$100,000	8/9/2014-4/15/2015 (request for re-capitalization submitted for 4/15/2015-06/30/2015)
Regional Food System Planning Grant	The Henry P. Kendall Foundation	\$74,000	06/01/13 - 5/30/15
Mass in Motion Grant	Massachusetts Dept. of Public Health	\$50,000	6/30/2017
1422 Grant	Massachusetts Dept. of Public Health	\$440,000	9/30/2018

Related Projects in the Region

The Planning Department is also actively involved in other significant transportation projects in the region. MassDOT is currently implementing and designing projects identified in the Route 2 Safety Improvement Study. Since 2006, several major projects have been constructed. Additional projects that are nearing the 25% design stage are in Erving Center and Farley, and improvements for Greenfield/Gill are in the planning stage. The FRCOG is working closely with MassDOT District 2, the Montachusets Regional Planning Commission, and the Route 2 Task Force during all phases of this work.

The FRCOG Metropolitan Planning Organization

Federal regulations require a Metropolitan Planning Organization be formed in urbanized areas of 200,000 or more population. While the Franklin Region does not meet this criterion, MassDOT provides planning funds for comprehensive transportation planning in this region. As such, the Franklin Region functions as an MPO and conforms to the requirements of Federal transportation planning regulations. A formal Memorandum of Understanding was developed in 2007 and updated in 2010, establishing the Franklin County Transportation Planning Organization expanding participation in the transportation planning process for Franklin County.

The Franklin Region TPO

Stephanie Pollack, Secretary and CEO of Transportation, MassDOT

Thomas Tinlin, Administrator of MassDOT Highway Division

John Paciorek, FRCOG Regionally Elected Council Representative

Lance Fritz, Chair of the Franklin Regional Transit Authority

William Martin, Mayor of Greenfield

Bill Perlman, Chair of the FRCOG Executive Committee

Robert Dean, West County Sub-Regional Appointment

Jonathan Edwards, Central County Sub-Regional Appointment

Vacant, East County Sub-Regional Appointment

Ex-Officio member, Kevin Wright, Federal Highway Administration

Ex-Officio member William Gordon, P.E. Federal Transit Administration

The FRCOG Executive Committee Chair acts as one of the local members of the Franklin Region TPO. The current members of the FRCOG Executive Committee are the following:

The Franklin Regional Council of Governments Executive Committee

- Bill Perlman, Regionally Elected
- John Paciorek, Vice Chair, Regionally Elected Appointee
- Sam Lovejoy, Secretary, FRPB Appointment
- Kevin Fox, Council Appointee
- William Martin, Council Appointee

The FRCOG Transportation Planning Staff

The following table lists staff currently working on transportation planning issues and the percent of their work time expected to be devoted exclusively to 3-C activities during this work year.

Position Title	Employee	Percent Time Devoted to 3-C
Transportation Planning and GIS Program Manager II	Maureen Mullaney	90%
Transportation Planning Engineer	Laurie Scarbrough	88%
Senior Transportation Planner II	Elizabeth Giannini	80%
Senior Transportation / Land Use Planner	Megan Rhodes	50%
Senior GIS Specialist	Ryan Clary	40%
Planning Grant Administrator	Gretchen Johnson	25%
Economic Development Program Manager	Jessica Atwood	5%
Land Use Planner	Mary Praus	3%
Land Use Planner	Alyssa Larose	3%
Public Health Planner	Mark Maloni	3%
Regionalization Planner	Ted Harvey	3%

1. Management and Support of the Planning Process

1.1 3C Program Support

Objectives:

To maintain an open, comprehensive, cooperative and continuing transportation planning and programming process involving local, regional, state and federal levels of government in conformance with applicable federal and state requirements and guidelines as per 23 CFR 450.314.

Previous Work:

1. Staff support to the Franklin County Transportation Planning Organization and the Franklin Regional Planning Board.
2. Liaison between towns and MassDOT.
3. All billing and administrative functions related to the 3-C contract.
4. Work on special projects including those not otherwise identified in this UPWP and/or covered under separate MassDOT contracts.

Procedures:

1. Provide administrative and technical support to the regional planning process. This includes:
 - Serving as support staff for the Franklin County Transportation Planning Organization (TPO) and the Franklin Regional Planning Board.
 - Providing liaison and technical assistance to local communities on transportation planning matters.
 - Reviewing federal and state transportation programs and related documents as required.
2. Present transportation plans and programs developed through the public participation process to the Committee of Signatories of the Franklin County Transportation Planning Organization for appropriate action.
3. Manage the transportation planning contract with the Office of Transportation Planning including:
 - Staff supervision and work assignments.

- Attendance at monthly Transportation Planning Program Managers meetings.
 - Contract invoicing.
 - Staff participation in educational programs.
4. Preparation of a new 4-year 3C contract.

Products:

1. Public planning process including Transportation Planning Organization and Franklin Regional Planning Board meetings and other related meetings (on-going).
2. Administration of contract (on-going throughout the year).
3. Monthly invoices (monthly).
4. Minutes and reports of TPO meetings (on-going).
5. Annual fiscal year audit reports. The FRCOG audit is completed as soon as possible following the close of the State Fiscal Year (June 30th). The audit and the associated Cost Allocation Plan is usually ready for review and approval by the following December. In this case it would be anticipated to be completed by December, 2015 and will be submitted to MassDOT and FHWA as typically done each year.
6. Letters and memoranda as required.
7. Execute 4-year 3C contract to start on October 1, 2016.

Funding:

Budget	Source
\$72,374 Total	FHWA/MassDOT: 3C
\$57,899 Federal (80%)	
\$14,475 State (20%)	

1.2 Unified Planning Work Program

Objectives:

To develop a Unified Planning Work Program (UPWP) that describes the transportation planning activities to be undertaken for the coming program year. To monitor and report progress on work tasks.

Previous Work:

1. Monitoring of UPWPs.
2. Creation of UPWPs.

Procedures:

1. Prepare and continually maintain a Unified Planning Work Program endorsed by the Committee of Signatories of the Franklin County Transportation Planning Organization, which describes all transportation and transportation-related planning activities anticipated in the region during a one-year period (on-going throughout the year).
2. Develop a new UPWP for each successive year of the contract (ready for Public Review and Comment during April/May 2016, and endorsed by June 2016).
3. Post all Draft versions of the UPWP on the FRCOG website for public review and comment (April/May 2016).
4. Post the endorsed Final version of the UPWP on the FRCOG website for informational purposes (June 2016).

Products:

1. Monthly progress reports to be included with the contract invoicing (monthly).
2. A draft UPWP for the period of October 1, 2016 to September 30, 2017 by June 2016.
3. Draft and Final versions of the UPWP available on the FRCOG website (as available).

Funding:

Budget	Source
\$15,000 Total	FHWA/MassDOT: 3C
\$12,000 Federal (80%)	
\$ 3,000 State (20%)	

1.3 Transportation Improvement Program Preparation and Project Assistance

Objectives:

To develop a multi-year program of transportation improvement projects that is consistent with the region's transportation plan. To produce a TIP that is in compliance with the State Implementation Plan (SIP), as well as the 1990 Clean Air Act Amendments. To prepare TIP Amendments or Adjustments as required. To ensure that all projects in the TIP are designed and advertised as efficiently as possible by working with municipalities and MassDOT. To assist municipalities with completion of Project Notification Forms and other forms contained in the MassDOT Design Guidebook that will help lead to project implementation. To participate on the Statewide Highway Safety Improvement Program (HSIP) Steering Committee. To develop Transportation Evaluation Criteria (TEC) to be applied in ranking potential TIP projects.

Previous Work:

1. Creation of Transportation Improvement Programs.
2. Tracking project status to assist municipalities.
3. Assistance in completing Project Need Forms.
4. Monitoring and assisting proponents with Transportation Enhancement and TDM contract development.
5. Application of the Evaluation Criteria in ranking potential TIP projects.

Procedures:

1. Ensure early involvement of local legislators, chief local officials and citizens (Ongoing).
2. Provide technical assistance to municipalities and private interests in developing projects and priorities (as needed/requested).
3. Maintain a prioritized list of projects requested by the MassDOT, Franklin County municipalities, the Franklin Regional Transit Authority (FRTA), or by the FRCOG (on-going).
4. Prioritize projects using the State Evaluation Criteria and process (March/April, 2016).

5. Meet with MassDOT Highway Districts 1 & 2 Project Engineers, the MassDOT Office of Transportation Planning, and local officials and private consultants in developing project information (April/May, 2016 – this day is typically scheduled by OTP and is subject to their timeframe).
6. Meet with municipalities to complete Project Needs Forms and other appropriate forms from the MassDOT Design Guidebook, as needed (on-going).
7. Develop and apply Transportation Evaluation Criteria (TEC) in ranking potential TIP projects.
8. Convene a meeting of the Franklin TPO to release the TIP for public review and comment (May 2016).
9. Convene a meeting with the Franklin TPO to endorse the Final TIP (June 2016).
10. Post all Draft TIPs on the FRCOG website for review and comment by the Public (on-going throughout the year, but primarily focused during March through June, 2016).
11. Post Final TIP on the FRCOG website for informational purposes following endorsement (June 2016).
12. Prepare any TIP Amendments or Adjustments as required using the approved Franklin TPO Public Participation Plan.
13. Participate in the Statewide Highway Safety Improvement Program (HSIP) Steering Committee.

Products:

1. Transportation Evaluation Criteria to be used in evaluating potential TIP projects, beginning with the FFY 2017-2020 TIP (March/April, 2016).
2. An endorsed TIP for the Franklin County region that includes a listing of all transportation projects eligible to receive federal aid (by June 2016).
3. A Priority Listing of projects that is multimodal and developed with the Franklin TPO members using the State Evaluation Criteria (March/April, 2016).
4. Amendments and Adjustments to the TIP in accordance with FRCOG and statewide processes and endorsed by the TPO (as needed).
5. A listing of projects that were advertised for construction during FY 2015 for public information (by November, 2015).

6. Draft and Final TIPs posted on the FRCOG website for public review, comment, and informational purposes (June 2016).

Funding:

Budget	Source
\$21,000 Total	FHWA/MassDOT: 3C
\$16,800 Federal (80%)	
\$4,200 State (20%)	

1.4 Public Participation Process

Objectives:

To provide the public with accessible and complete information, timely notice, full access to key decisions and decision-making, and the opportunities for early and continuing involvement to uphold the goals of the 3C process in accordance with the provisions of MAP-21. The process will adhere to Title VI, Environmental Justice regulations, as well as Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency. Work will be conducted in accordance with the endorsed Franklin TPO Public Participation Plan.

Previous Work:

1. Attended relevant board meetings, committee meetings and conferences.
2. Worked during 2005/2006 to restructure the Franklin MPO planning process and composition of signatories.
3. Updated the Public Participation Process as needed to reflect necessary changes resulting from the passage of SAFETEA-LU (completed June, 2010).
4. Completed of the Title VI Language Implementation Plan for personal with Limited English Proficiency in 2012.

Procedures:

1. Update the Franklin Transportation Planning Organization Public Participation Plan by May 2016. Draft PPP will be provided to MassDOT for review in December 2015.
2. Continue work to update the Franklin TPO for greater inclusion of local and regional stakeholders in the decision-making processes.

3. Analyze the existing public involvement practices for their effectiveness in achieving the performance measures outlined in the planning regulations and identify additional innovative public involvement techniques and processes.
4. Provide for, and support, the public participation process in transportation planning for Franklin County including:
 - Participation in local parking, traffic, bikeway and environmental committee meetings.
 - Provide information to the public in all areas of transportation that affect Franklin County.
 - Promote increased awareness of transportation issues and alternatives in the region.
 - Participate in informational programs related to handicapped accessibility and all environmental issues related to transportation.
 - Provide preliminary and follow-up work for meetings as required.
5. Continue to post documents for review including the RTP, TIP, UPWP and other appropriate documents.

Products:

1. Updated and endorsed FCTPO Public Participation Plan by May 2016.
2. Endorsed Plans, TIPs, UPWPs and other transportation-related documents, that reflect an active public participation process. An endorsed TIP and UPWP will be in place by September, 2016.
3. Provide access by the general public to documents on the FRCOG website (on-going).
4. An evaluation of various public participation methodologies that may have applicability for Franklin County (on-going).
5. A public well informed about, and represented in, transportation issues and decisions in the region (on-going).

Funding:

Budget	Source
\$14,000 Total	FHWA/ MassDOT: 3C
\$11,200 Federal (80%)	
\$ 2,800 State (20%)	

1.5 Title VI/Environmental Justice

Objectives:

To ensure that all segments of the population are able to fully participate in the transportation planning process and have access to transportation facilities.

Previous Work:

1. Attendance at various meetings with MassDOT and FHWA to discuss the issue of environmental justice and receive guidance on ensuring compliance.
2. Attendance at a FHWA Environmental Justice workshop.
3. Preparation of the 2000 to 2015 Updates to the Long Range Regional Transportation Plan included information and strategies about ensuring environmental justice.
4. Mapping of population target areas using U.S. Census information.
5. Public outreach to target populations via local human service agencies and other appropriate organizations.
6. Preparation of the Franklin Region's Title VI Report 2005-2015.

Procedures:

1. Continue to monitor and revise, as necessary, the Franklin County public participation process to strengthen minority, low income, and LEP population representation.
2. Continue to review and update GIS data locating these target populations, including revisions to update information using new Census figures.
3. Analyze regional projects for both adverse impacts and benefits to these populations.
4. Consider environmental justice in all corridor studies, area-wide studies, and environmental impact statements.
5. Update the 2016 Title VI Compliance report according to MassDOT guidance (June 2016).
6. Prepare additional information as directed by MassDOT.

Products:

1. An inclusive transportation planning process with efforts to broaden representation on decision-making boards (on-going).

2. An updated Title VI Compliance Report according to guidance provided by MassDOT by June 2016.

Funding:

Budget	Source
\$12,000 Total	FHWA/MassDOT: 3C
\$ 9,600 Federal (80%)	
\$ 2,400 State (20%)	

2. Data Collection and Analysis Activities

2.1 Review and Comment on Environmental Notification Forms (ENFs), Environmental Impact Reports (EIRs), and Other Traffic Studies

Objectives:

To ensure proper review and analysis of traffic impacts of major residential, commercial and industrial developments throughout the region. To provide such information to MassDOT, EOEAA-MEPA Unit, town officials and other interested parties, as required.

Previous Work:

1. Review and comment on ENFs, EIRs, and related traffic studies.

Procedures:

1. Review ENFs, EIRs and other relevant documents.
2. Review AASHTO standards and other appropriate material.
3. Review traffic counts on adjacent street network as necessary.
4. Perform preliminary site visit.
5. Attend MEPA site visit, if applicable.
6. Identify appropriate mitigation measures.

Products:

1. Written and verbal comments to MasDOT, OTP, MEPA, the towns, and other interested organizations as required throughout the year until September 30, 2016.

Funding:

Budget	Source
\$4,000 Total	FHWA/MassDOT: 3C
\$3,200 Federal (80%)	
\$800 State (20%)	

2.2 Geographic Information Systems and Computer Operations Support

Objective:

To apply Geographic Information System capabilities to planning analyses conducted by the Franklin Regional Council of Governments Planning Department and to other transportation-related projects in the region using current GIS Technology and software. To perform regular maintenance and upgrading of computers.

Previous Work:

1. Maintenance of GIS WorkStation including hardware and software installation.
2. Refined and expanded knowledge of Arc/Info.
3. Creation and maintenance of datalayers.
4. Maintenance of all office computers.
5. MassGIS Regional Services contract on address verification and NextGen 911.

Procedures:

1. Map creation for planning analysis (on-going throughout the year).
2. Acquire new digital databases from research organizations, universities, consultants, utilities, etc. (on-going throughout the year).
3. Fulfill requests for digital data, mapped or viewed (on-going throughout the year).
4. Participate in regional data and technology sharing efforts, particularly with MassDOT OTP and MassGIS (as available and on-going throughout the year).
5. Provide technical support to staff and member towns and organizations (on-going throughout the year).
6. Investigate and pursue ways of increasing computer-mapping applications through the use of TransCAD and GIS (on-going throughout the year).

7. Perform regular maintenance of computers including cleaning, troubleshooting, software installation and hardware set up (as needed and on-going throughout the year).

Products:

1. New or updated data layers including bridge locations and condition, TIP projects, traffic volumes, crash locations, traffic count locations, route systems, bicycle and pedestrian facilities, and others as warranted, by September 30, 2016.
2. Map compositions, as needed and on-going throughout the year.

Funding:

Budget	Source
\$26,000 Total	FHWA/MassDOT: 3C
\$20,800 Federal (80%)	
\$5,200 State (20%)	

2.3 Air Quality Compliance, Modeling and Activities

Objective:

To provide information to MassDOT to support the on-going development and use of statewide air quality modeling. To achieve and maintain conformity as defined by the Clean Air Act Amendments and MAP-21, and to assure that all relevant documents are in conformance with the SIP. To remain actively committed to air quality improvements in Franklin County, and advancing projects that will improve air quality. To prepare information necessary for any projects to be presented to the Congestion Mitigation Air Quality (CMAQ) Consultation Committee.

Previous Work:

1. Air quality analyses for RTPs and TIPs.
2. Attendance at all relevant air quality and modeling meetings.
3. Preparation of air quality analyses for the CMAQ Consultation Committee.

Procedures:

1. Work with the staff and consultants from MassDOT OTP to provide information as needed to support the development and use of a statewide air quality model.
2. Prepare documentation as required for eligible Congestion Mitigation Air Quality (CMAQ) projects.

Products:

1. Forecasts of region-wide statistics including travel times and traffic volumes as needed to support state-wide air quality planning (on-going).
2. An air quality assessment of all TIP projects expected to have an adverse impact on air quality (non-exempt projects) by September 30, 2016.

Funding:

Budget	Source
\$2,000 Total	FHWA/MassDOT: 3C
\$1,600 Federal (80%)	
\$400 State (20%)	

2.4 State Data Center Affiliate/ Performance Measurement

Objectives:

To maintain a comprehensive regional database of socioeconomic, land use, traffic pattern and other statistics in order to fulfill requests and support analysis and planning. To disseminate the products of the Census Bureau and the Donahue Institute, located at the University of Massachusetts Amherst, the state data center. To fulfill the responsibilities of a state data center affiliate and to create and/or provide access to other databases, tabular or mapped. Continue partnership with the Pioneer Valley Planning Commission on the data center product called the Regional Organizations Advanced Data Sharing (ROADS). To monitor and track the established RTP performance measures as data becomes available.

Previous Work:

1. Fulfilled data requests.

2. Produced reports and analyses for internal and public use.
3. Establishment of Performance Measures for the Regional Transportation Plan.

Procedures:

1. Provide existing data upon request.
2. Conduct analysis as required by data requests.
3. Circulate and produce new data: including U.S. Census American Community Survey products, Donohue Institute Population Projections, DET, Unemployment Statistics, etc.
4. Fulfill responsibilities of state data center affiliate.
5. Continue to expand technological and analytical capacity.
6. Provide technical support.
7. Evaluate and provide data to the ROADS database.
8. Compile data on sustainable transportation performance measures.
9. Gather data for performance measures in the RTP and track the progress of the measures against established goal targets.

Products:

1. Customized data packets and analysis, as requested throughout the year.
2. Fulfilled data requests, on-going throughout the year.
3. Assimilated American Community Survey data as available.
4. Performance measure summary and progress as data is available.

Funding:

Budget	Source
\$ 18,000 Total	FHWA/MassDOT: 3C
\$ 14,400 Federal (80%)	
\$ 3,600 State (20%)	

2.5 Traffic Counting and Additional Data Collection

Objectives:

To maintain a database of traffic counts for Franklin County to be used for transportation planning, including bicycle and pedestrian counts. To monitor growth in traffic volumes and to determine existing traffic volumes on Franklin County roads. To perform the coverage counts for MassDOT. To conduct travel time runs, intersection analyses, pavement condition analyses, and other data collection activities as necessary to support transportation planning efforts to continue improving regional mobility and air quality.

Previous Work:

1. Regional traffic counting program from 1991 to 2015.
2. Seasonal adjustment of traffic counts.
3. Compilation of all counts into a published database.
4. Analyzed congested intersections in region.
5. Updated crash statistics for the region and produced reports on the most hazardous intersections in Franklin County approximately every 3 years.
6. Assisted MassDOT District 2 with data collection to support safety improvements along Route 116 in Sunderland.
7. Worked with MassDOT District 2 to identify safety improvements for the I-91/Route 2 rotary.

Procedures:

1. Perform counts in accordance with approved schedule, and as directed by MassDOT OTP.
2. Gather counts from other sources; MassDOT, PVPC, BRPC, towns, the states of Vermont and New Hampshire, developers, etc.
3. Submit raw data to MassDOT for processing and factoring.
4. Perform local counts as requested.
5. Perform internally identified counts to support continued development of other transportation projects.
6. Conduct a bicycle count on the Canalside Trail Bikepath using automated traffic counter (Spring-Fall).

7. Conduct pedestrian/bicycle counts on Turners Falls Road and other locations as needed or requested.
8. Conduct intersection analyses at identified congestion areas.
9. Analyze and recommend congestion improvements.

Products:

1. Database that includes date of counts, average daily traffic, factored average daily traffic, peak hour traffic volume, average speed, vehicle type, and breakdown of traffic by hour by September 30, 2016. This database will include bicycle and pedestrian counts conducted.
2. An updated traffic count summary publication by March, 2016.

Funding:

Budget	Source
\$38,000 Total	FHWA/MassDOT: 3C
\$30,400 Federal (80%)	
\$ 7,600 State (20%)	

2.6 Continued Development of a Pavement Management Program of the Federal Aid System

Objectives:

Maintain a pavement management program for Franklin County and maintain a database of pavement condition on federal aid eligible roadways in the region. The data collected through this task will be analyzed in an effort to assist TPO staff in assigning priorities to roadways regarding rehabilitation needs.

Previous Work:

1. Regional pavement management program from 1994 to 1997, 2011-2015.
2. Buckland-Shelburne Pavement Management Analysis for the 1998 Master Plan.
3. Heath Pavement Management Study (2000).
4. Shelburne Pavement Management Analysis (2002).
5. Various Pavement Management Studies for Executive Order 418 (2004).

6. Montague Pavement Management Study (2006).
7. Updates to the Road Inventory File (2010).
8. Update to the Regional Transportation Plan (2015).

Procedures:

1. Conduct training sessions for internal staff on pavement condition data collection procedures.
2. Survey federal aid roads on a rotating basis over three years.
3. Collect pavement condition data on the federal aid road system over a three year rotating schedule.
4. Perform an analysis of inventoried roads.
5. Update the database, including recent roadway improvement projects.
6. Assist towns with Pavement Management analysis upon request.

Products:

1. List of three groups of roads to be surveyed on a three year rotating schedule (November 2015).
2. New Pavement Management System for federal aid eligible roads (November 2015).
3. Database of pavement conditions for the first group of federal aid eligible roads (on-going).
4. Regional report that outlines of the status of roads, as it becomes available.
5. Map of pavement conditions in the region, as it becomes available.

Funding:

Budget	Source
\$20,000 Total	FHWA/MassDOT: 3C
\$16,000 Federal (80%)	
\$4,000 State (20%)	

3. Transportation Planning Studies

Often, studies included in this section can generate projects that will be considered by the TPO for inclusion on a future TIP. It is the intent of these projects to complete the planning necessary for projects to advance to an implementation stage, or to support the implementation of additional projects, such as safety improvements identified through the investigation of hazardous intersections. The TPO will take into consideration the results of these projects when developing subsequent UPWPs and TIPS.

3.1 Inventory of Access to Outdoor Recreational Facilities

Objectives:

Identify and inventory access points for outdoor recreation activities (i.e. walking, hiking, biking, rafting, canoeing, kayaking, etc.) to encourage greater physical activity of residents, to attract visitors to the region to enhance tourism sector, and to ensure the good stewardship and sustainability of these resources. The task will be implemented on a sub-regional basis using the watershed as its foundation: West County (Deerfield River), North Quabbin (Millers River), Central County (Connecticut and Green Rivers).

Previous Work:

1. Scenic Byway Implementation (ongoing)
2. Franklin County Bikeway and Pedestrian Planning (ongoing)
3. Parking Study along Deerfield River (2012)
4. Franklin County Bikeway Maps (2013)

Procedures:

1. Collect data on the location of publically accessible walking, hiking, and biking trails, and publically accessible river access points for rafting, canoeing, and kayaking. Data is to be collected on resources that are owned and/or managed by a federal or state authority, a municipality or a non-profit organization for the purpose of public recreational access.
2. Identify the access points for these locations on a map using GIS.

3. Research the types of amenities at and the best practices used for constructing and maintaining facilities at trailheads and river access points, such as parking, off-loading, bike racks, rest areas, trash receptacles, bathrooms, signage, etc.
4. Develop an inventory tool to assess access points.
5. Conduct a survey on a sub-regional basis using the inventory tool for each identified access point, and include any field observations that may be of concern or that highlight a best practice.
6. Note site specific observations based on the information gathered and form region-wide or multi-site recommendations (such as if there is a common need for bike racks or signage). Conduct an assessment of how these resources may be better connected to the current transportation network (such as if an access point could be better connected to an available park and ride lot or transit stop). These findings will be documented into a final report.
7. Include a summary of these findings in a targeted presentation to be shared with area watershed councils and tourism associations.

Products:

1. Sub-regional maps that identify the location of publically accessible trailheads and river access points (September 2016).
2. Report on findings that includes a review of appropriate facilities and amenities, important considerations for constructing and maintaining such facilities and amenities, and site specific observations and region-wide recommendations (September 2016).
3. A presentation that summarizes findings (September 2016). .

Funding:

Budget	Source
\$20,000 Total	FHWA/ MassDOT: 3C
\$16,000 Federal (80%)	
\$4,000 State (20%)	

3.2 Feasibility Study for Fixed Route Service in East County

Objectives:

To document quantitatively and qualitatively potential ridership demand, possible routes and times, funding needs, and other logistics necessary to implement a year-round transit route serving the East County towns of Wendell, Leverett, Shutesbury, and New Salem.

There is currently no fixed route transit service to or from this area of the county nor connections to other transit routes. The Towns in this area have expressed interest in having a fixed route system in the area and believe that there are sufficient residents in the study area to warrant fixed route service. This study will explore that possibility.

Previous Work:

1. North County Transit Study
2. West County Transit Study

Procedures:

1. Review U.S. Census data to understand the study area's population and its socio-economic characteristics and commute patterns.
2. Conduct survey (online and hardcopy) of town residents.
3. Identify potential routes and times, if feasible.
4. Work with FRTA to calculate estimated local assessment costs for potential service scenarios.

Products:

A report summarizing the feasibility of potential fixed route transit service in East County (by September 2016).

Funding:

Budget	Source	Direct Costs
\$28,000 Total	FHWA/MassDOT: 3C	\$5,000 for mailing
\$22,400 Federal (80%)		
\$ 5,600 State (20%)		

3.3 Update of the Most Hazardous Intersections in Franklin County

Objectives:

To update the report of the most hazardous intersections for motorists, bicyclists, and pedestrians in Franklin County using the most recent available data. To identify possible trends and patterns in the occurrence of crashes in the region. To identify the locations and contributing factors of crashes involving bicycles and pedestrians.

Previous Work:

1. Update of Most Hazardous Intersections in Franklin County 2007-2009 (2012), 2004-2006 (2008)
2. Update to Long Range Regional Transportation Plan (2011, 2015)
3. Ranked listings of the Most Hazardous Intersections in Franklin County (1993-95, 1996-98, 1999-2001, 2002,-2004, 2004-2006)
4. Route 2 West Safety Study (2009)
5. Evaluation and Monitoring of Safety Improvement Sites (2009)
6. Development of Safety Improvements for Hazardous Locations (2009)
7. Regional Assessment of Crashes Resulting in Injury (2015)

Procedures:

1. Update Hazardous Intersection Listing using MassDOT Registry of Motor Vehicles crash data.
2. Collect crash reports from MassDOT and/or original reporting Police Departments to identify contributing factors in crashes.
3. Use GIS to prepare a map of hazardous intersections, fatal crashes and non-motorist crashes.
4. Prepare final reports documenting the findings.

Products:

1. Report of Most Hazardous Intersections in Franklin County (by September 2016).
2. Assessment of Bicycle and Pedestrian Crashes in Franklin County (by September 2016).
3. Map(s) of hazardous intersections and non-motorist crash locations in Franklin County (by September 2016).

Funding:

Budget	Source
\$23,000 Total	FHWA/MassDOT: 3C
\$18,400 Federal (80%)	
\$4,600 State (20%)	

3.4 Parking Needs Inventory and Analysis in Downtown Turners Falls

Objectives: To understand the parking needs in downtown Turners Falls. To inventory the existing parking facilities and spaces and evaluate how effectively they are being used. To identify peak usage times and locations. To make recommendations about how to improve parking in the downtown area, if necessary.

Previous Work:

1. Evaluation of Park and Ride Facilities (2014)
2. Complete Streets Assessments (2013, 2014)
3. Parking Study along the Deerfield River (2013)
4. Franklin County Park and Ride Study (2008)

Procedures:

1. Conduct inventory of core downtown area's parking facilities.
2. Conduct survey of parking facilities with vehicle counts at intervals throughout the weekday.
3. Determine peak parking usage times and locations in downtown area.
4. Analyze results and make recommendations to maximize the effectiveness and efficiency of the parking facilities.

Products:

Report summarizing the results of the Parking Needs Survey and Analysis (by September 2016).

Funding:

Budget	Source
\$30,000 Total	FHWA/ MassDOT: 3C
\$24,000 Federal (80%)	
\$6,000 State (20%)	

3.5 Pedestrian Safety Strategic Plan

Objectives:

To develop a Pedestrian Safety Strategic Plan for Franklin County. To create a comprehensive document that reviews regional pedestrian crash trends, walking patterns, and future demographic changes that will impact walking patterns in the future. The plan findings will provided recommended future actions to improve pedestrian safety.

Previous Work:

1. Franklin County Complete Streets Project
2. Franklin County Bikeway Plan
3. Franklin Regional Pedestrian Plan
4. Completed the Franklin County Pedestrian Assessment
5. Conducted the West County and North County Transit Studies
6. Preparation of Regional Transportation Plans

Procedures:

1. Complete an analysis of pedestrian crash locations.
2. Complete an analysis of regional walking trends and expected demographic changes.
3. Complete a literature review of recently published pedestrian safety research and resources
4. Complete public outreach and survey assessments to determine perceived areas of concern and receive stakeholder feedback.
5. Research best practices and methods for promoting pedestrian and bicycle safety.
6. Prioritize initiatives to improve pedestrian and bicycle safety.
7. Continue to explore safety improvements for Turners Falls Road in Greenfield.

Products:

A Pedestrian Safety Strategic Plan for the region (September 2016).

Funding:

Budget	Source
\$20,000 Total	FHWA/MassDOT: 3C
\$ 16,000 Federal (80%)	
\$ 4,000 State (20%)	

3.6 Promotional Campaign for Bicycling in Franklin County

Objectives:

To promote bicycling in Franklin County. Assess infrastructure needs, identify gaps and recommend improvements to fill gaps in regional bike infrastructure. Research other locations that have implemented bicycle promotional programs and identify materials/information that would be beneficial to launching a campaign. Develop written articles and press releases about the region and bicycling options.

Previous Work:

1. Updated Franklin County Bikeway Plan, 2010.
2. Updated Eastern, Western, and Central Franklin County Bikeway maps.
3. Oversaw design of Riverside Greenway and Canalside Trail.
4. Secured a 2002 TDM approval to purchase and install shared roadway signs and bicycle parking along the planned bikeway, and to develop a promotional campaign to encourage traveling by bike.
5. Determined sign locations needed to install Share the Road and trailblazing signs.
6. Developed the Franklin County Pedestrian Plan.
7. Developed Walk Franklin County walking maps.

Procedures:

1. Identify gaps in bike infrastructure.
2. Research bicycle tourism campaigns in other places.
3. Discuss materials/information with state and regional tourism officials.
4. Write articles and press releases about bicycling in Franklin County that can be provided to media outlets.
5. Outline additional steps and materials for future work promoting bicycling.
6. Prepare a summary report of the work that was completed and future work to be undertaken.

Products:

1. A list of bicycling infrastructure improvements needed in the region (September 2016).
2. A list of states and regions that have promotional campaigns for bicycling (September 2016).

3. Written articles and press releases about bicycling in Franklin County (September 2016).
4. Meetings with state and regional tourism officials (on-going).
5. A written summary of the work completed and potential future follow-up additional work (September 2016).

Funding:

Budget	Source
\$17,000 Total	FHWA/ MassDOT: 3C
\$13,600 Federal (80%)	
\$3,400 State (20%)	

4. Ongoing Transportation Activities

4.1 Local Technical Assistance

Objective:

To assist municipalities in all aspects of transportation planning and related issues.

Previous Work:

1. Assisted Franklin County towns with a variety of transportation-related issues.

Procedures:

1. Provide local technical assistance to communities on an as-requested basis. Such assistance could include data collection, operational analyses, Origin-Destination surveys, GIS products, traffic calming studies, or alternate design studies.
2. Work with local legislators to provide information on projects and coordinate efforts to secure funding for some projects.
3. Provide information on transportation planning activities to the FRCOG website, quarterly reports, and annual report.
4. Assist communities to advance projects from planning studies into the MassDOT Project Development Process, specifically the preparation of Project Need Forms and Project Initiation Forms.

Products:

1. Document and record all work completed for municipalities (on-going throughout the year).
2. Exact products to be determined based on requests by the towns that are unknown until the requests are made.
3. Contribution to the FRCOG website, quarterly report, and annual report (on-going).
4. Completed Project Need Forms and Project Initiation Forms for towns as requested.

Funding:

Budget	Source
\$13,000 Total	FHWA/MassDOT: 3C
\$10,400 Federal (80%)	
\$2,600 State (20%)	

4.2 Implementation of the Route 2 East Safety Improvement Study

Objectives:

To work cooperatively with MassDOT, the Montachusets Regional Planning Commission (MRPC), and the Route 2 Task Force in the analysis and implementation of the recommended safety improvements resulting from the Route 2 Safety Improvement Study.

Previous Work:

1. Facilitated completion of Route 2 Safety Improvement Study.
2. Provided staff support to Route 2 Task Force.
3. Worked with MassDOT Highway District 2 to pursue improvement projects.
4. Participated in development and review of design and engineering of the first four significant construction/implementation projects.
5. Participated in the development of safety recommendations for Farley, Erving Center areas of Erving, and for Gill and Greenfield.
6. Coordinated several information meetings and tours with local legislators and stakeholders.

Procedures:

1. Provide technical support to the Route 2 Task Force.
2. Facilitate public participation, especially in Route 2 communities, to ensure broad representation and consensus.
3. Work with MassDOT to schedule and hold public information meetings and design public hearings for the Erving Center and Farley plans currently under development.
4. Complete appropriate analysis and work necessary to continue implementation of recommended safety improvements.

Products:

1. Implementation of Route 2 Safety Improvement Study recommendations (on-going throughout the year).
2. Public information meetings and design hearings for Erving Center and Farley (as design stages are achieved).

Funding:

Budget	Source
\$4,000 Total	FHWA/MassDOT: 3C
\$ 3,200 Federal (80%)	
\$ 800 State (20%)	

4.3 Expansion of Transit and Rail Service in Franklin County

Objective:

To assess and identify new transit fixed routes and/or expansion of existing fixed routes and paratransit services to enhance the mobility of residents in Franklin County. To continue to advocate for increased public transit options in the region. To also continue to advocate for increased freight and passenger rail service in Franklin County to improve the mobility of people and goods. To work to bring Enhanced Regional Passenger Rail Service to the region and support the region's preparation for the potential regional rail service to ensure a successful ridership.

Previous Work:

1. Conducted public outreach for the FRTA Comprehensive Service Analysis.

2. Served on the Regional Coordinating Council for Franklin County (ongoing).
3. Served on the advisory board of the I-91 Passenger Rail Feasibility Study.
4. Completed the West County and North County Transportation Study.
5. Completed Greenfield to Gardner Transit study and participated in the start-up of the “G-Link” between Greenfield and Gardner.
6. Worked with local transit authorities to expand current fixed routes and began efforts to start new route between Greenfield and Northampton.
7. Developed the Locally Coordinated Plan for Franklin County.
8. Participation in the Knowledge Corridor rail feasibility planning study.

Procedures:

1. Work with the Franklin Regional Transit Authority, the Montachusets Regional Planning Commission, and the Montachusets Regional Transit Authority to secure permanent funding for the G-Link services.
2. Work with the Franklin Regional Transit Authority, Pioneer Valley Transit Authority, and UMass Transit to ensure that efficient and effective connections are made between Franklin County and other regions.
3. Work with the FRTA to continue pursuing expanded transit service in the County.
4. Pursue opportunities that will enhance transportation options for the underserved.
5. Participate in the Regional Coordination Councils (RCC) to address paratransit community transportation service gaps.
6. Continue efforts to increase rail freight movement.
7. Continue efforts to identify east-west passenger rail opportunities.
8. Continue working with stakeholders to implement regional commuter rail service throughout the day between Greenfield and Springfield.
9. Identify last mile solutions from the Greenfield train station to final destinations.
10. Update and develop FRTA marketing materials with an emphasis on making them accessible by working with FRTA Marketing Subcommittee and FRTA Transit Advisory Committee.
11. Create a marketing strategy plan to increase transit ridership and park & ride lot usage by working with FRTA Marketing Subcommittee and FRTA Transit Advisory Committee.

12. Provide support to the Town of Greenfield to develop a downtown parking garage that will provide essential parking for both regional transit and passenger rail riders.

Products:

1. Progress toward expansion of existing fixed route services and an enhanced paratransit system for Franklin County (on-going).
2. Progress toward increasing transit ridership in region (on-going).
3. Progress toward expansion of freight rail use in Franklin County (on-going).
4. Continued participation in the Enhanced Regional Rail Service Implementation (on-going).
5. Recommendations for last mile solutions from train stations to final destinations (by September 2016).
6. Updated FRTA system map, route maps, and other transit marketing materials (by September 2016).
7. Marketing strategy plan to increase transit ridership and usage of park & ride lots (by September 2016).
8. Progress toward developing a downtown parking facility (on-going).

Funding:

Budget	Source
\$38,000 Total	FHWA/MassDOT: 3C
\$30,400 Federal (80%)	
\$7,600 State (20%)	

4.4 Franklin County Bikeway and Pedestrian Planning

Objectives:

To continue implementation of previously identified portions of the Franklin County Bikeway as a non-motorized transportation alternative that is multi-user and multi-purpose, to begin implementation of newly identified bikeway facilities, to explore additional bike route options, and to develop and implement pedestrian facilities in the region.

Previous Work:

1. Updated Franklin County Bikeway Plan, 2010.

2. Updated Eastern, Western, and Central Franklin County Bikeway maps.
3. Oversaw design of Riverside Greenway and Canalside Trail.
4. Secured a 2002 TDM approval to purchase and install shared roadway signs and bike parking racks along the planned bikeway, and to develop a promotional campaign to encourage traveling by bike.
5. Determined sign locations needed to install Share the Road and Franklin County Bikeway trailblazing signs.
6. Developed the Franklin County Pedestrian Plan.
7. Developed Walk Franklin County walking maps.

Procedures:

1. Identify locations for Franklin County Bikeway logo signs to be installed on the following routes: Northeast Franklin County Route and the Orange Greenfield Route as detailed on the Franklin County Bikeway network maps (by September 2016).
2. Work with the Franklin County Bikeway Advisory Committee on route prioritization, decision-making, public outreach and education. Coordinate with affected landowners, residents, local businesses and government agencies to ensure that all interests are involved (on-going).
3. Foster construction and maintenance partnerships with interested groups.
4. Support efforts to include pedestrian facilities in the construction of other transportation improvements (on-going).
5. Promote bicycle tourism in the region (on-going).
6. Support efforts to promote Complete Streets in Franklin County (on-going).
7. Support and prioritize the administration of a bicycle parking program should there be available Congestion Mitigation Air Quality funds (on-going).

Product:

1. Identification of locations for bikeway signs to be installed on the Northeast Franklin County Route and the Orange Greenfield Route routes (by September 2016).
2. Ongoing planning and development of new bikeway connections and expansions of the proposed network (on-going).
3. Ongoing promotion of bicycle tourism in the region (on-going).

4. Work toward implementation of pedestrian facilities (on-going).
5. Development of complete streets recommendations for upcoming construction projects (On-going).
6. Development of a bicycle parking program for the region (on-going).

Funding:

Budget	Source
\$27,000 Total	FHWA/MassDOT: 3C
\$21,600 Federal (80%)	
\$5,400 State (20%)	

4.5 Education, Outreach, and Interregional Coordination

Objectives:

To participate in interregional and statewide efforts, and to present information created either through these interregional efforts or through the FRCOG transportation work program to agencies, professional organizations, or conferences. To work with neighboring regions on identifying scopes of work and implementation plans for interregional projects such as scenic byway corridor management plans and projects.

Previous Work:

1. MARPA representation on various task forces including the Transportation Enhancement Committee.
2. Participation in the development of the MassDOT Highway Design Guidebook.
3. Participation and presentation in various Roundabout workshops in New England.
4. Participation in the MassDOT Project Selection Advisory Council.

Procedures:

1. Work cooperatively with MassDOT and MARPA to address interregional and statewide transportation planning and funding issues.
2. Conduct public presentations to inform local and regional advocacy groups, transportation professionals, and public officials about statewide and interregional transportation planning efforts, funding issues, or innovative programs.

3. Work with Berkshire Regional Planning Commission, Pioneer Valley Planning Commission, Montachusets Regional Planning Commission, Central Massachusetts Regional Planning Commission, Windham County Regional Planning Commission (Vermont) and the Southwest Region Planning Commission (New Hampshire) on interregional projects including scenic byway planning and project implementation, and interregional biking opportunities.

Products:

1. State and interregional agreements about transportation planning and funding as appropriate and as determined by the Franklin TPO (on-going throughout the year).
2. A public well informed about transportation planning efforts, funding, and innovative programs (on-going throughout the year).
3. Cooperative work agreements between the FRCOG and neighboring regions to conduct interregional planning and projects (on-going).

Funding:

Budget	Source
\$12,000 Total	FHWA/MassDOT: 3C
\$9,600 Federal (80%)	
\$2,400 State (20%)	

4.6 Scenic Byway Implementation

Objectives:

To maintain public awareness about the Scenic Byways in Franklin County by carrying out the recommendations that were identified in previously completed Corridor Management Plans. To work with the communities along the Scenic Byways to implement projects that are already funded. Continue to develop new projects as outlined in the Corridor Management Plans. To secure funding to implement projects contained in the Corridor Management Plans.

Previous Work:

1. Route 116 Scenic Byway Corridor Management Plan.

2. Route 122 Scenic Byway Corridor Management Plan.
3. Route 112 Scenic Byway Corridor Management Plan.
4. Mohawk Trail East and West Scenic Byway Corridor Management Plans.
5. Connecticut River Scenic Farm Byway Corridor Management Plan.
6. Development of a Scope of Work and Budget for the Completion of an Update to the Connecticut River Scenic Byway Corridor Management Plan.
7. Design and Development of Improvements at the Sunderland Scenic Turnout.
8. Design and Development of informational kiosks, historic district signs and vista pruning on the Mohawk Trail Scenic Byway.
9. Implementation of the Mohawk Trail, Connecticut River Byway and Route 112 Scenic Byways Land Protection Project.
10. Development of a scope of work for the Erving Connecticut River Streetscape improvements.
11. Preparation of applications for funding to the National Scenic Byway Program.
12. Completion of the Western Massachusetts Scenic Byway Marketing Project.
13. Completion of the Tri State Bicycle Map, Wayfinding Sign and Parking Racks

Procedures:

1. Provide local technical assistance to the communities along the five Scenic Byways in Franklin County to implement approved and funded Scenic Byway Projects, to further the priorities identified in the Corridor Management Plans, and to support the overall goals of the Byway program (on-going).
2. Provide support to maintain the Scenic Byway website that was established as part of the Western Massachusetts Scenic Byway Marketing Project (quarterly).
3. Complete follow-up and support to other Scenic Byway projects such as the Western Massachusetts Scenic Byway Marketing Project, the Scenic Byway Land Protection Project and the previously completed Corridor Management Plans (on-going).

Products:

1. Facilitated meetings of the Scenic Byway Advisory Committees (as needed).
2. Completed Scenic Land Acquisitions for the Mohawk Trail, Connecticut River, and Route 112 Scenic Byways (as funding allows).

3. Completed periodic updates to and maintenance of the information contained on the website developed as part of the Western Massachusetts Scenic Byways Marketing Project (as needed).

Funding:

Budget	Source
\$17,000 Total	FHWA/MassDOT: 3C
\$13,600 Federal (80%)	
\$3,400 State (20%)	

**2016 Franklin Unified Planning Work Program
Budget Summary by Task**

1	MANAGEMENT & SUPPORT OF THE PLANNING PROCESS	3C
1.1	3C Program Support	\$72,374
1.2	Unified Work Program	\$15,000
1.3	TIP Preparation and Project Assistance	\$21,000
1.4	Public Participation Process	\$14,000
1.5	Title VI/Environmental Justice	\$12,000
	Task 1 Subtotal	\$134,374
2	DATA COLLECTION AND ANALYSIS ACTIVITIES	
2.1	Review and Comments on ENFs, EIRs and Other Traffic Studies	\$4,000
2.2	Geographic Information Systems and Computer Operations Support	\$26,000
2.3	Air Quality Compliance, Modeling and Activities	\$2,000
2.4	State Data Center Affiliate/ Performance Measurement	\$18,000
2.5	Traffic Counting and Additional Data Collection	\$38,000
2.6	Pavement Management	\$20,000
	Task 2 Subtotal	\$108,000
3	TRANSPORTATION PLANNING STUDIES	
3.1	Inventory of Access to Outdoor Recreational Facilities	\$20,000
3.2	Feasibility Study for Fixed Route Service in East County	\$28,000
3.3	Update of the Most Hazardous Intersections in Franklin County	\$23,000
3.4	Parking Inventory and Analysis for Downtown Turners Falls	\$30,000
3.5	Pedestrian Safety Strategic Plan	\$20,000
3.6	Promotional Campaign for Bicycling in Franklin County	\$17,000
	Task 3 Subtotal	\$138,000
4	ONGOING TRANSPORTATION ACTIVITIES	
4.1	Local Technical Assistance	\$13,000
4.2	Implementation of Route 2 Safety Improvement Study	\$4,000
4.3	Expansion of Transit and Rail Service in Franklin County	\$38,000
4.4	Franklin County Bikeway and Pedestrian Planning	\$27,000
4.5	Education, Outreach, and Interregional Collaboration	\$12,000
4.6	Scenic Byway Implementation	\$17,000
	Task 4 Subtotal	\$111,000
	TOTAL	\$491,374

Public Review and Comment

This UPWP meets the FHWA requirement of funding at least one third of the Task 3.0 funds studies that yield tangible products.

A 30-day Public Review and comment period was held from June 25, 2015 through July 24, 2015. During that time comments were received from MassDOT, Federal Highway Administration, the Town of Wendell Selectboard, and several residents from the Town of Wendell. The comments are included below and were incorporated into the final UPWP as appropriate.

From: kevin.wright@dot.gov [<mailto:kevin.wright@dot.gov>]

Sent: Wednesday, July 22, 2015 12:56 PM

To: Maureen Mullaney

Cc: trey.wadsworth@state.ma.us; Nicolas.Garcia@dot.gov

Subject: Franklin 2016 UPWP Comments - FHWA

Maureen,

Please see FHWA's comments below on the 2016 Franklin UPWP.

1. Please ensure that all projects have corresponding completion dates established.
2. Please see the 2016 FHWA/FTA UPWP guidance. The UPWP should contain a task related to climate change (i.e. a vulnerability assessment).
3. Regarding Scenic Byways, the MPO should ensure that any Federal Scenic Byway Grant funds are obligated by September 30, 2015. Otherwise, they will no longer be available.

Feel free to contact me if you have any questions.

Kevin

Kevin A. Wright, E.I.T.
Environmental Protection Specialist
Federal Highway Administration – Massachusetts
55 Broadway, Cambridge, MA 02142
(617) 494-2419
Kevin.wright@dot.gov

From: Wendell Energy Committee
Nan Riebschlaeger, Chair
nan@sustaincommunity.org

To: Tina Cote
tina@frta.org

CC: Megan Rhodes
MRhodes@frcog.org
Michael Perreault
michael@frta.org
Jonathan von Ranson
commonfarm@crocker.com

Re: Transit study for Wendell/East County

The Wendell Energy Committee is very interested in having public transportation brought to Wendell. As an isolated community Wendell would greatly benefit from this service. Should public transportation be instituted, the Energy committee would foresee a decrease in private transportation and thus a reduction in energy use. Please let us know if we can be of assistance in encouraging a study for Wendell transportation being included in FRCOG's Unified Planning Work Program. Thank You.



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO



July 22, 2015

Linda Dunlavy, Executive Director
Franklin Regional Council of Governments
12 Olive Street Suite 2
Greenfield, MA 01301

Dear Ms. Dunlavy:

The Massachusetts Department of Transportation (MassDOT) Office of Transportation Planning (OTP) has reviewed the draft 2016 Unified Planning Work Program (UPWP) released by the Franklin Transportation Planning Organization (TPO) on June 23, 2015. The following MassDOT comments include both general guidance and specific comments on the MPO's 3C planning process with regard to the content of this document as released for public review.

- Signatory page and page 13 - please update the title of Thomas Tinlin to "Acting Highway Administrator."
- Task 4.1 – please consider adding a sub-task for TPO staff to assist communities advance projects from planning studies into the MassDOT Project Development Process, specifically the preparation of Project Need Forms and Project Initiation Forms.
- Task 4.4 – please consider adding a sub-task to support the administration of a bicycle parking program, should there be available Congestion Mitigation Air Quality funds available on your Transportation Improvement Program to prioritize such a program.

Please contact me at (857) 368-8865 or Trey Joseph Wadsworth at (857) 368-8837 if you have any questions.

Sincerely,

David Mohler
Executive Director
Office of Transportation Planning

Cc: Pamela Stephenson, Division Administrator, Federal Highway Administration
Mary Beth Mello, Regional Administrator, Federal Transit Administration
Richard Masse, Acting District 2 Highway Director
Mark Moore, Acting District 1 Highway Director
Steve Woelfel, Director of Strategic Planning
Trey Wadsworth, Manager of MPO Activities

Jonathan von Ranson
6 Lockes Village Rd.
Wendell MA 01379
978 544-3758
commonfarm@crocker.com

May 20, 2014

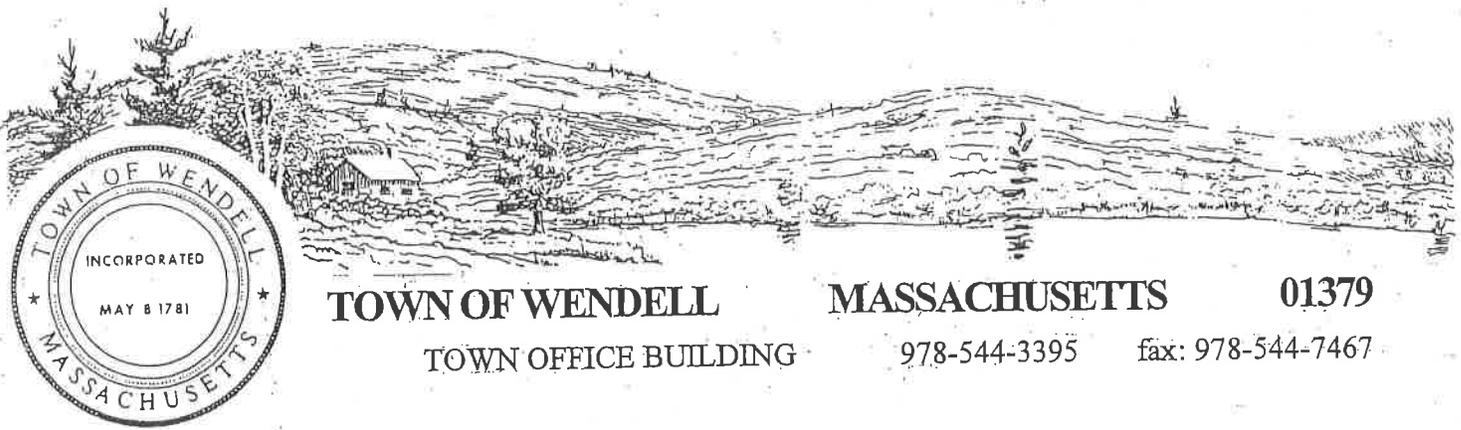
As Wendell's representative to Franklin Regional Transit Agency, I encourage the consideration of a study of potential ridership in East County, including Wendell. In Wendell, we border towns with services – Montague, Erving and Orange – yet are virtually totally dependent on personal vehicles because of the distances to any bus stop. Except for Wendell Depot, a tiny section of town, the extensive state forestlands on our western and northern borders put our center of population considerable distance from any current routes.

It might be that the highly conservation-oriented Wendell demographic favors public transit, and would use services at a higher rate than some other towns.

I encourage regional transit study to look closely at eastern Franklin County and the possibility of including Wendell in fixed-route transit services.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jonathan von Ranson".



TOWN OF WENDELL **MASSACHUSETTS** **01379**
TOWN OFFICE BUILDING 978-544-3395 fax: 978-544-7467

Tina Cote
FRCOG
12 Olive Street
Greenfield, MA 01301

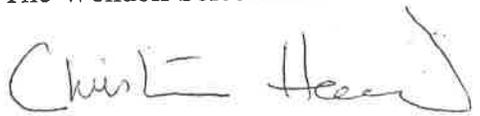
March 11, 2015

Dear Ms. Cote,

We are pleased to learn that Wendell and its neighboring communities are being considered for inclusion in an upcoming transit study. Living in such a rural area, we are totally dependent on cars for our day to day travels, and a route linking us to larger, more urban areas such as Amherst, Orange, or Greenfield would be of great benefit. We envision a route that would incorporate not only Wendell, but also the surrounding towns of New Salem and North Leverett, and we feel many of our residents would take advantage of such a service for their daily commute to work or to access some of the region's shopping centers. Wendell residents are recognized as being environmentally consciousness, as are residents of New Salem and North Leverett. Thus the area, demographically, has good prospects for using public transit if it serves its inter-town travel needs. It fact Wendell declared itself a "Deliberate Energy Conserving Community" at our Annual Town Meeting 2009, with the goal of fostering an energy conservation ethic; this bus service would certainly be in keeping with this goal.

We realize many factors must go into your decision making process, but we are hopeful you will be able make a transit study for Wendell and surrounding towns part of your Unified Planning Work Program in the coming year. Thank you for your consideration of our request.

Sincerely,
The Wendell Selectboard


Christine Heard


Dan Keller


Jeff Pooser

Cc: Michael Perreault, FRTA
Megan Rhodes, FRCOG