

# BERKSHIRE COUNTY METROPOLITAN PLANNING ORGANIZATION

## Unified Planning Work Program

October 1, 2019 – September 30, 2020

Amended December 17, 2019

Land Traffic Forecasting Trails Routes Bicycling Pavement Walking Pedestrians Safety Trains Railway Transportation Transit  
Highway Planning Movement Freight Use Analysis Connectivity TIP





**BERKSHIRE REGIONAL PLANNING COMMISSION**

**1 FENN STREET, SUITE 201, PITTSFIELD, MASSACHUSETTS 01201**

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[www.berkshireplanning.org](http://www.berkshireplanning.org)

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Executive Director

**Unified Transportation Planning Work Program**

October 1, 2019 to September 30, 2020

Prepared by the  
Berkshire Regional Planning Commission  
for the Berkshire Metropolitan Planning Organization

July, 2019  
**Amended December 17, 2019**

This document was developed with the assistance of the Federal Highway Administration, the Federal Transit Administration, the Massachusetts Department of Transportation, and the Berkshire Regional Transit Authority.

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Si necesita esta información en otro idioma, por favor contacte al coordinador de BRPC's del Título VI al 413-442-1521.

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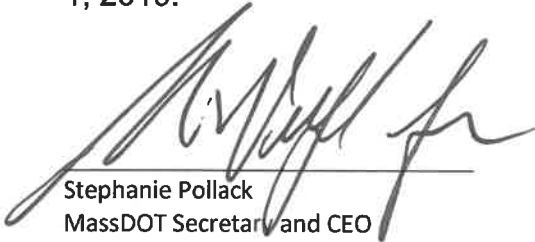
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**MPO ENDORSEMENT:**

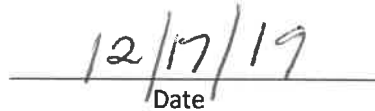
**BERKSHIRE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED TRANSPORTATION PLANNING WORK PROGRAM  
2019-2020 1<sup>st</sup> Amendment**

This is to certify that the signatories of the Berkshire County Metropolitan Planning Organization (MPO) hereby endorse the Unified Planning Work Program for the Berkshire Regional Planning Commission for the federal fiscal year beginning October 1, 2019.

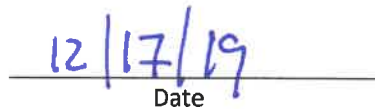
  
Stephanie Pollack  
MassDOT Secretary and CEO

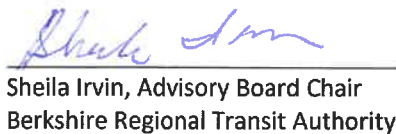
  
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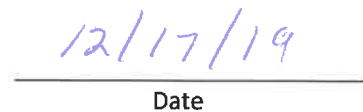
  
Jonathan Gulliver  
MassDOT Highway Administrator

  
Date

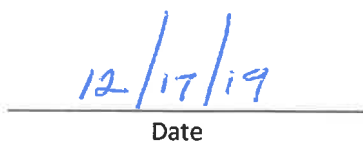
  
Kyle Hamon, Chair  
Berkshire Regional Planning Commission

  
Date


  
Sheila Irvin, Advisory Board Chair  
Berkshire Regional Transit Authority

  
Date


  
FOR Linda Tyer, Mayor  
City of Pittsfield

  
Date


## MPO UPWP Certification

  
\_\_\_\_\_  
Thomas Benard, Mayor  
City of North Adams

12.17.19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
John Duval  
Towns Representative, North

12/17/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
John Boyle  
Towns Representative, North Central

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jim Huebner  
Towns Representative, Southeast

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
James Lovejoy  
Towns Representative, Southwest

12/17/19  
\_\_\_\_\_  
Date

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**BERKSHIRE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED TRANSPORTATION PLANNING WORK PROGRAM  
2019-2020**

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Stephanie Pollack  
MassDOT Secretary and CEO

7-23-19  
Date

  
Jonathan Gulliver  
MassDOT Highway Administrator

7/23/19  
Date

  
Kyle Hapton, Chair  
Berkshire Regional Planning Commission

7/23/2019  
Date

  
Sheila Irvin, Advisory Board Chair  
Berkshire Regional Transit Authority

7/23/19  
Date

  
Linda Tyer, Mayor  
City of Pittsfield

7/23/19  
Date

## MPO UPWP Certification

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# TABLE OF CONTENTS

<b>MPO ENDORSEMENT .....</b>	<b>1</b>
<b>TABLE OF CONTENTS.....</b>	<b>IV</b>
<b>INTRODUCTION .....</b>	<b>1</b>
<b>TRANSPORTATION PLANNING FUNDING SOURCES.....</b>	<b>4</b>
<b>GEOGRAPHICAL DISTRIBUTION OF UPWP FUNDED STUDIES .....</b>	<b>5</b>
<b>UPWP ADMINISTRATIVE ADJUSTMENTS AND AMENDMENTS .....</b>	<b>8</b>
<b>WORK ELEMENT 1 MANAGEMENT / CERTIFICATION OF THE 3C PROCESS .....</b>	<b>9</b>
Task 1.1 Management of the 3-C Process.....	9
Task 1.2 Unified Planning Work Program .....	11
Task 1.3 Public Participation .....	12
Task 1.4 Title VI & Environmental Justice.....	13
Task 1.5 TIP Development.....	15
<b>WORK ELEMENT 2 TECHNICAL SUPPORT &amp; DATA COLLECTION.....</b>	<b>16</b>
Task 2.1 GIS, Mapping and Graphics .....	16
Task 2.2 Regional Data & Analysis .....	17
Task 2.3 Traffic and Travel Data Collection .....	18
Task 2.4 Travel Forecasting, Traffic Analysis and GHG Analysis.....	19
Task 2.5 Pavement Management.....	20
<b>WORK ELEMENT 3 REGIONAL PLANNING STUDIES .....</b>	<b>21</b>
Task 3.1 Special Studies .....	21
Task 3.2 Bicycle and Pedestrian Planning.....	23
Task 3.3 Transportation, Community, and System Preservation.....	25
Task 3.4 Regional Transit Planning.....	26
Task 3.5 Safety Initiatives.....	27
Task 3.6 Climate Change .....	28
Task 3.7 Passenger and Freight Rail Planning .....	29
Task 3.8 Regional Performance Measures Assessment.....	30
Task 3.9 Berkshire Flyer/ CSX Rail Corridor Capacity Analysis and Service Implementation.....	31
<b>WORK ELEMENT 4 OTHER ACTIVITIES .....</b>	<b>32</b>
Task 4.1 Land Use/ Transportation Planning .....	32
Task 4.2 Local Technical Assistance .....	34
Task 4.3 Scenic Byway Projects .....	35
<b>DIRECT EXPENSE.....</b>	<b>36</b>
<b>FUNDING PROFILE .....</b>	<b>37</b>
<b>UPWP STAFF LISTING.....</b>	<b>38</b>
<b>REVENUE SOURCES FOR FISCAL YEAR 2019.....</b>	<b>39</b>
<b>PROJECTED EXPENDITURES FOR FISCAL YEAR 2019.....</b>	<b>41</b>
<b>APPENDICIES</b>	
Public Notice	
Comments	
Transportation Acronyms	

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## INTRODUCTION

The Unified Planning Work Program (UPWP) is a description of the annual program for a continuing, cooperative and comprehensive (3C) transportation planning process in the Berkshire region. As staff to the Berkshire Metropolitan Planning Organization (MPO), the Berkshire Regional Planning Commission (BRPC) is responsible for developing the UPWP in cooperation with the MPO and staff of member transportation agencies including the Berkshire Regional Transit Authority (BRTA) and Massachusetts Department of Transportation (MassDOT).

The UPWP provides an indication of regional long and short-range transportation planning objectives, the budget necessary to sustain the overall planning effort, and the sources of funding for each specific program element. All tasks will be performed by BRPC in cooperation with appropriate agencies including BRTA. The only exception is task 2.3, Traffic Data Collection which will be performed by a consultant. Amendment 1 allocates \$35,000 of funding for professional services to conduct a Rail Corridor Capacity Analysis.

The work tasks within this UPWP reflect issues and concerns from transportation agencies at the federal, state and local levels. The UPWP continues BRPCs emphasis on tasks leading to implementation of transportation improvements. Several tasks are specifically targeted to implement recommendations of the *Regional Transportation Plan* and provisions of federal legislation, particularly *Fixing America's Surface Transportation* (FAST) Act (Public Law No. 114-94), the Clean Air Act Amendments of 1990 (CAAA), the Americans with Disabilities Act (ADA), and the Civil Rights Act of 1964.

This UPWP will focus on the following:

- Management of the 3C Process and TIP Development
- Preparation of a new TIP and prioritization of new projects
- Corridor access and land use management for communities
- Continued investment in transportation software and professional development.
- Safety as a major consideration for all travel modes
- Maintenance of the Pavement Management System.
- Annual Title VI reporting
- Support for bicycling and pedestrian travel and implementing Complete Streets initiatives
- Improving the accuracy and scope of data used in transportation planning, including traffic volumes, crash data, land development and major businesses
- Transportation technical assistance to local governments
- Travel Demand Model Updates
- Performance based planning and performance measures
- Additional tasks subject to available funding and staff resources
- Increased use of clean, alternative transportation modes
- Strategies to reduce GHG emissions

The Federal Highway Administration (FHWA) continues to recognize the importance of the UPWP to address ten planning factors, specifically during the development of the UPWP:

- 1 Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- 2 Increase the safety of the transportation system for motorized and non-motorized users;
- 3 Increase the security of the transportation system for motorized and non-motorized users;
- 4 Increase the accessibility and mobility options available to people and for freight;
- 5 Protect and enhance the environment, promote energy conservation, and improve quality of life;
- 6 Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- 7 Promote efficient system management and operation;
- 8 Emphasize the preservation of the existing transportation system;
- 9 Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- 10 Enhance travel and tourism.

This UPWP addresses the above ten Planning Factors in a variety of ways, the sum of which is comprehensive. The manner in which each planning task/activity applies to the factor is depicted in the table below.

<b>APPLICABILITY OF UPWP TASKS TO METROPOLITAN PLANNING FACTORS</b>											
Task Number	UPWP Element	Metropolitan Planning Factor									
		1	2	3	4	5	6	7	8	9	10
1.1	Management of 3C Process	√	√	√	√	√	√	√	√	√	√
1.2	UPWP	√	√	√	√	√	√	√	√	√	√
1.3	Public Participation	√	√	√	√	√	√	√	√	√	√
1.4	Title VI & EJ	√	√	√	√	√	√	√	√	√	√
1.5	TIP Development	√	√	√		√		√	√	√	√
2.1	GIS, Mapping and Graphics	√	√	√	√	√	√	√	√	√	√
2.2	Regional Data & Analysis	√	√	√	√	√	√	√	√	√	√
2.3	Traffic and Travel Data	√	√	√	√	√	√	√	√	√	√
2.4	Travel Forecasting & GHG Analysis	√	√		√	√	√	√	√	√	√
2.5	Pavement Management	√	√	√	√	√	√	√	√	√	√
3.1	Special Studies	√	√	√	√	√	√	√	√	√	√
3.2	Bicycle & Pedestrian Planning	√	√	√		√		√	√	√	√
3.3	Transportation, Comm. & System Preservation	√	√		√	√	√	√	√	√	√
3.4	Regional Transit Planning	√		√	√	√	√	√	√	√	√
3.5	Safety Initiatives	√	√			√		√	√	√	√
3.6	Climate Change	√	√	√		√		√	√	√	√
3.7	Passenger & Freight Rail Planning	√	√	√	√	√	√	√	√	√	√
3.8	Performance Measure Assessment	√	√	√	√	√	√	√	√	√	√
3.9	Berkshire Flyer Implementation	√	√	√	√	√	√	√	√	√	√
4.1	Transportation and Land Use	√	√	√	√	√	√	√	√	√	√
4.2	Local Technical Assistance	√	√	√	√	√	√	√	√	√	√
4.3	Scenic Byway Projects	√	√	√	√	√	√		√	√	√

In addition to the FHWA's ten Planning Factors, tasks within the UPWP address the Planning Emphasis Areas of FAST Implementation by transitioning to performance based planning and programming; Regional Models of Cooperation by re-thinking traditional approaches, coordinating with stakeholders adjacent to the region including transit providers and furthering Ladder of Opportunity by identifying transportation connectivity gaps.

The descriptions of the tasks to be accomplished and the budgets for these tasks are based on the best estimate of what can be accomplished within the limits of available resources. If, in the performance of this work program, it becomes apparent that certain tasks cannot be accomplished due to changing or unforeseen circumstances, the UPWP will be adjusted by redefining the scope of the tasks and/or reallocating funds among tasks. Such adjustments will be made in cooperation with MassDOT, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Berkshire Regional Transit Authority (BRTA), and other concerned agencies.

# TRANSPORTATION PLANNING FUNDING SOURCES

***Federal Highway Administration (FHWA)/MassDOT*** -MassDOT receives funds from several FHWA programs that are passed through to planning agencies to conduct transportation planning activities. Those programs include Metropolitan Planning (PL), Statewide Planning and Research (SPR), Scenic Byways, High Priority Projects (HPP), Transportation, Community and System Preservation (TCSP) and earmarked appropriations. The first two categories are specifically intended for planning. Funding from those programs is apportioned to states on the basis of population in urbanized areas and relative to the amount of highway construction funds the state receives. MassDOT maintains multi-year contracts with regional planning agencies to conduct transportation related planning activities utilizing the PL and SPR funds received from FHWA. The other programs mentioned above are not exclusively for planning but may be used for that purpose.

Within the Berkshire region the predominant source of funding is a combination of federal (PL) and state funds. These funds are allocated to regional planning agencies in the state, using a formula agreed to by the affected agencies. Funds must be spent within the year allocated. Any unspent funds will be de-obligated at the end of each federal fiscal year. The decision to re-obligate unused PL funding is at the discretion of the State. For federal fiscal year 2020, the Berkshire region's PL allocation is \$573,844. The UPWP meets FHWA's requirement that at least 33% of PL funds result in tangible products.

***Federal Transit Administration (FTA)/MassDOT/BRTA*** -Two types of funds are available for transit planning in the Berkshire region. Section 5303 and Section 5307. Section 5303 funds are designated for the use of planning and technical studies related to urban mass transportation. They are passed from FTA through MassDOT to the regional planning agencies in the state. This FFY 2020 UPWP will be funded by a combined PL/5303 contract which will be administered by the FHWA and the match for 5303 funding will be provided by MassDOT.

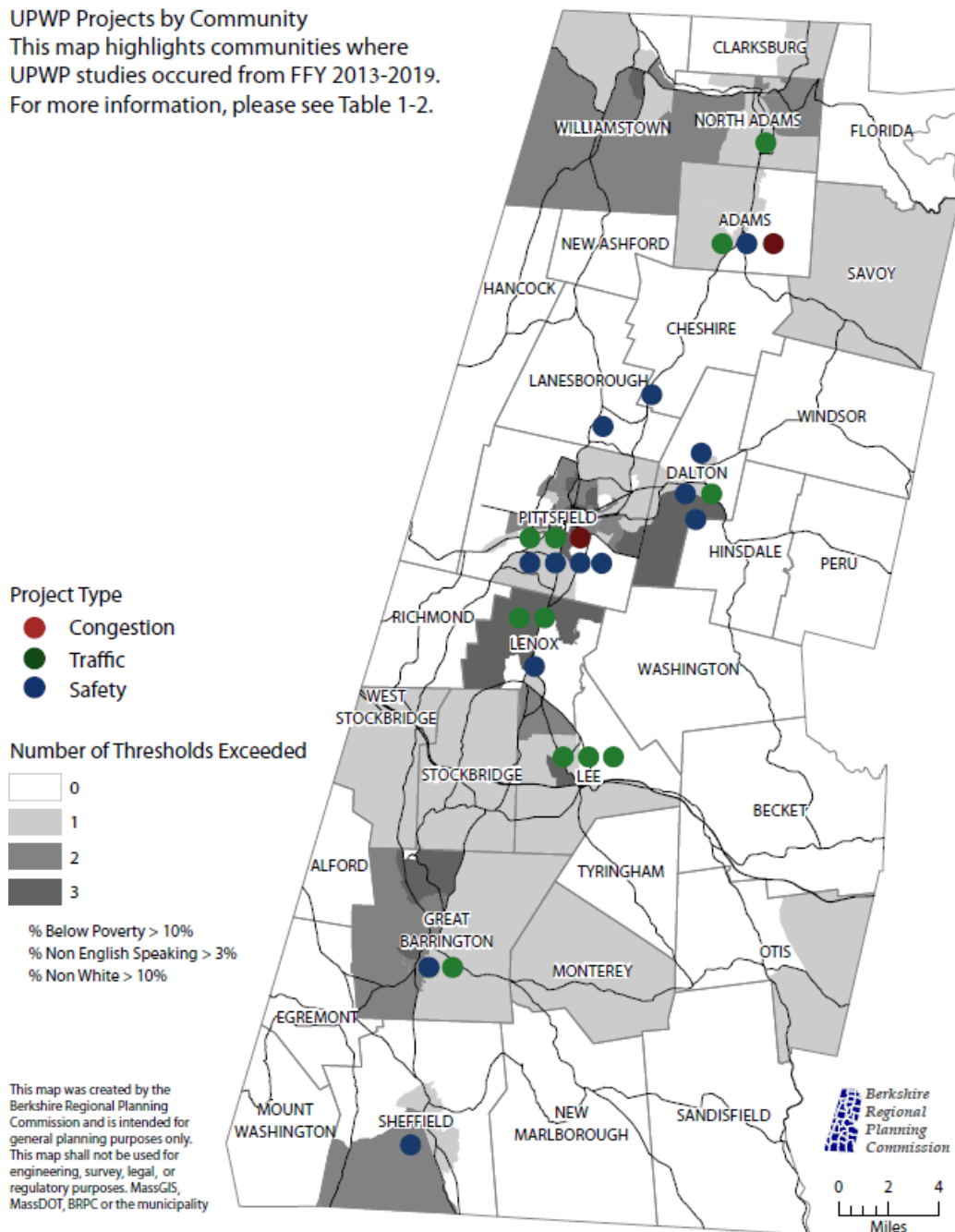
Section 5307 funds can be used for planning as well as other purposes, and are distributed by FTA on the basis of each transit authority's service area population. However, because the amount allocated to the BRTA is just enough to cover the capital and operating needs of that agency, it has opted not to use any of those funds for planning. Therefore, no Section 5307 planning work is included in this UPWP. The time periods, or "program years", for the various funding sources are outlined in the following chart:

Funding Source:	Fiscal Period:
FHWA(PL)/MassDOT	October 2019 through September 2020
FTA/MASSDOT 5303	October 2019 through September 2020

## GEOGRAPHICAL DISTRIBUTION OF UPWP FUNDED STUDIES

BRPC has staff conducted a geographical distribution of transportation planning tasks/studies completed in connection within the UPWPs spanning the last five years. This assessment is similar to that utilized in the TIP to identify projects that potentially impact minority and low-income block groups in the region and will influence future work. The map below depicts the studies/task in relation to these areas.

**UPWP Projects by Community**  
This map highlights communities where UPWP studies occurred from FFY 2013-2019.  
For more information, please see Table 1-2.





**Table 1-1: FFY 2014-2019 Regional Projects Table**

<b>Regional Project</b>	<b>Month</b>	<b>Year</b>	<b>FY</b>
TIP			Annual
UPWP			Annual
Berkshire Passenger Rail Study	June	2014	FY 2014
Berkshire County Traffic Count Data Report	March	2014	FY 2014
Title VI Plan	June	2014	FY 2014
Limited English Proficiency Plan & Policy	April	2014	FY 2014
Inventory of Transportation Providers	September	2014	FY 2014
2016 RTP			FY 2015
Public Participation Plan	June	2016	FY 2016
Chapter 90 Funding Study	April	2018	FY 2018
Coordinated Human Service Transportation Plan	June	2018	FY 2018
Berkshire Flyer 2.0	March	2019	FY 2019
2020 RTP	July	2019	FY2019

**Table 1-2: FFY 2014-2019 Specific Studies**

<b>Project Name/description</b>	<b>Month</b>	<b>Year</b>	<b>FY</b>	<b>Community</b>
US 20 Corridor Management Plan	April	2014	FY 2014	Lee Lenox
Dalton Safety Analysis	November	2014	FY 2015	Pittsfield Dalton
W. Housatonic St & Center St RSA	April	2015	FY 2015	Pittsfield
Main St. & Daly Ave Traffic Analysis	September	2015	FY 2015	Dalton
BMC Area RSA	April	2016	FY 2016	Pittsfield
Hubbard Avenue Follow Up	April	2016	FY 2016	Pittsfield
Rest of River Transportation Impact Assessment	January	2016	FY 2016	Pittsfield Lenox Lee
Dalton, South Street & Housatonic Safety Audit	March	2017	FY 2017	Dalton
Adams Bottle Neck Study	September	2017	FY 2017	Adams
Adams/North Adams Road Diet Evaluation	September	2017	FY 2017	Adams North Adams
Connector Road Speed/Safety Study	October	2017	FY 2017	Lanesborough
Dalton Division Road Speed Study	October	2017	FY2018	Dalton
Lanesborough Road Bottle Neck Study	November	2017	FY2018	Cheshire
Hubbard Ave./Dalton Ave RSA	April	2018	FY2018	Pittsfield
Washington Mountain Traffic Safety Analysis	March	2019	FY2019	Dalton
Merrill Road RSA	May	2019	FY2019	Pittsfield

In performing this assessment, UPWPs from the past five years were reviewed to identify the transportation planning tasks which were undertaken and completed in the Berkshire MPO region. In addition to these major planning efforts, other activities such as data collection, local technical assistance requests and regional activities including the preparation of the Transportation Improvement Plan (TIP) and the Coordinated Human Services Transportation Plan were conducted as UPWP work tasks. While it may appear that many of the studies may be focused on a select number of communities, all of the study efforts benefit each resident who travels to and within the urbanized area of Berkshire County. There has not been any instances where a community requesting assistance with a transportation issue has been denied help.

## UPWP ADMINISTRATIVE ADJUSTMENTS AND AMENDMENTS

During the course of the year, there may be instances when a change to the Unified Planning Work Program (UPWP) is necessary. These changes can range from minor to major. The following section has been developed to outline the process that will be followed to effectuate changes to the UPWP. Changes which are relatively minor in nature will be handled as Administrative Adjustments; modifications which are more significant will be handled as an amendment. Below are general guidelines regarding the conditions that constitute an administrative adjustment or amendment to the UPWP. All proposed administrative adjustments and amendments must be presented to the MPO for consultation. Both adjustments and amendments must be voted on by the MPO members; amendments must be released for 21-Day public comment period prior to endorsement.

UPWP Administrative Adjustment	UPWP Amendment
<b>Reallocation of budget funds</b>	<b>Addition or Removal of UPWP task(s)</b>
<b>Change in start/completion dates within the originally intended federal fiscal year(s)</b>	<b>Change in start/completion dates, outside of originally intended federal fiscal year(s)</b>
<b>Adjustment to project scope</b>	<b>Significant change in project scope, cost, and/or time allocation</b>

### Submission of Budget Reallocation Request

Following MPO endorsement of the adjustment or amendment, a Budget Reallocation Request form will be prepared and submitted to MassDOT Office of Transportation Planning (OTP). All fields of the form will be filled out with clear indication that the MPO was consulted prior to submission. Back up documentation will be submitted, including the UPWP description of the task(s) affected, original budget, revised budget, and justification for the request. MassDOT is strongly encouraged to provide final approval in an expeditious manner.

### Definition of Significant Change:

With respect to an amendment to the UPWP attributed to a significant change, it is considered significant when it alters the original intent of the project or intended conclusions of the project. It may also entail a change to the project scope, budget, project schedule and time allocation.

## WORK ELEMENT 1

### MANAGEMENT / CERTIFICATION OF THE 3C PROCESS

This work element encompasses the administration and support of the 3C transportation process and has been divided into the following five tasks:

#### ***Task 1.1 Management of the 3-C Process***

##### **OBJECTIVE:**

Support, and facilitate an open Comprehensive, Cooperative, and Continuing (3C) transportation planning and programming process at all levels of government in conformance with applicable federal and state requirements and guidelines as described in the 3C Memorandum of Understanding.

##### **PREVIOUS ACTIVITIES:**

1. Support meetings of the Transportation Advisory Committee (TAC) and MPO, and maintain certification of the planning process.
2. Participate in Massachusetts Association of Regional Planning Agencies (MARPA) and Transportation Managers Group meetings.
3. Provide coordination with Berkshire communities, Berkshire Regional Transit Authority (BRTA) and private transportation providers.
4. Review technical literature on transportation planning procedures.
5. Review federal transportation regulations pursuant to FAST.
6. Prepare monthly progress reports and invoices, supervise transportation planning staff and administer 3-C contract.

##### **PROPOSED ACTIVITIES:**

1. Provide staff support to the Berkshire Metropolitan Planning Organization (MPO) and its members on transportation plans and programs. Prepare and distribute information for meetings of Berkshire MPO, Transportation Advisory Committee and BRPC Transportation Committee and Commission.
2. Participate/assist in the MPO self-certification determination procedures. Prepare and periodically update other regional planning documents necessary to maintain federal certification of the Berkshire planning region and BRTA eligibility to receive transit assistance. Attend and participate in transit-related meetings such as the BRTA Board, BRTA Human Service Transportation (HST), BRTA Advisory Committee on Disability, and the Berkshire Regional Coordination Council.
3. Participate in the Transportation Managers Group meetings. Review and comment on federal and state transportation-related plans, programs, legislation, regulations and guidelines with a focus toward the development of Performance Measures. Review literature on new transportation planning procedures.
4. Provide transportation planning services in support of the BRPC's comprehensive planning programs and conduct meetings on transportation issues. Perform various transportation-related analyses as needed.
5. Support staff professional development to enhance transportation planning capacity. Supervise transportation staff. Recruit transportation staff as needed.

6. Monitor the progress of work, budgets and scheduling of various work tasks. Prepare progress reports and invoices for work completed. Maintain official records and files of activities relating to the 3C Transportation Planning process.

**PRODUCTS:**

1. Memoranda and reports as needed.
2. Updates and amendments to certification documents as required.
3. MPO and TAC meeting minutes and reports.
4. Monthly invoices and progress reports.

**SCHEDULE:**

1. Work on this task will be continuous throughout FFY 2020

**COMMUNITY BENEFICIARY:**

All Berkshire County Communities

**BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
<b>FEDERAL/STATE</b>	\$96,800/24,200	\$ 121,000	155
<b>TOTAL</b>	\$ 121,000	\$ 121,000	155

## **Task 1.2      *Unified Planning Work Program***

### **OBJECTIVE:**

Prepare and maintain a Transportation Unified Planning Work Program (UPWP) that describes all transportation and transportation-related planning activities anticipated within the Berkshire planning region.

### **PREVIOUS ACTIVITIES:**

1. Monitor work schedule and budget for FFY 2019.
2. Draft a new UPWP for FFY 2020.

### **PROPOSED ACTIVITIES:**

1. Publish the UPWP.
2. Monitor, review and amend the Berkshire's FFY 2020 UPWP as needed. Circulate revisions to the appropriate agencies for review and/or endorsement.
3. Develop a new UPWP for the Berkshire planning region covering FFY 2021.

### **PRODUCTS:**

1. FFY 2021 UPWP Document.
2. Monitor work schedule and budget.
3. Amendments to the FFY 2020 UPWP as necessary.

### **SCHEDULE:**

1. Draft of FFY 2020 UPWP for MPO review – May 2020
2. MPO endorsement of FFY 2020 UPWP – June 2020
3. Federal agency approval of FFY 2020 UPWP – September 30, 2020

### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$12,400/3,100	\$15,500	19
<b>TOTAL</b>	\$15,500	\$15,500	19

### **Task 1.3     Public Participation**

#### **OBJECTIVE:**

Provide the public with complete information, timely notice, and opportunities for continuing involvement in the 3C process and ensure that all segments of the population are able to fully participate. Assess the effectiveness of the current Public Participation Process and enhance the process of regional involvement supporting the objectives of the FAST legislation.

#### **PREVIOUS ACTIVITIES:**

1. Produce transportation related articles for the BRPC bi-monthly newsletter, “Common Ground”.
2. Update and maintain mailing lists for public participation.
3. Update website with regional transportation planning activities.
4. 2016 Public Participation Plan.

#### **PROPOSED ACTIVITIES:**

1. Prepare transportation articles for “Common Ground”, BRPC’s bi-monthly newsletter; perform regular updates to the agency’s website.
2. Develop graphics, charts, data visualizations and materials for public distribution to improve communications.
3. Apply the Public Participation Process to transportation program activities and tasks; prepare for and attend public meetings; perform research to increase public participation; inform and educate residents on BRPC’s transportation initiatives.
4. Explore alternative outlets to reach Limited English Proficient populations
5. Regular updates of email addresses for public participation, EJ and Title VI activities including MassDOTs Engage tool.

#### **PRODUCTS:**

1. Transportation articles for the BRPC newsletter, *Common Ground*.
2. Periodic updates to BRPCs webpage to maintain current information on transportation initiatives and projects.
3. Expanded public outreach efforts and media contacts.
4. In general, take appropriate actions to ensure that the transportation public involvement process contains no barriers to participation by minority and low-income groups. Ensure materials and website are accessible.

#### **SCHEDULE:**

1. Public Participation efforts will be ongoing throughout FFY 2020

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$9,600/2,400	\$12,000	12
<b>TOTAL</b>	\$12,000	\$12,000	12

## **Task 1.4 Title VI & Environmental Justice**

### **OBJECTIVE:**

To integrate the non-discrimination principles of Environmental Justice and Title VI into the 3C Transportation Planning process and ensure that all segments of the population are able to fully participate and have their interests represented in a complete and equitable fashion. Ensure Title VI protected classes are considered in the project selection process of developing the TIP; prepare annual Title VI report document.

### **PREVIOUS ACTIVITIES:**

1. Preparation of Title VI and EJ maps (census block maps) for towns and cities in Berkshire County.
2. Monitoring of trends or changes targeted population groups.
3. Prepare Title VI Plan.

### **PROPOSED ACTIVITIES:**

1. Continued monitoring of demographic trends and shifts in Berkshire County.
2. Where advisable, and within parameters of cost feasibility, translation of BRPC materials for distribution to EJ populations
3. Evaluate projects for environmental justice impacts as part of the RTP/ TIP project evaluation processes.
4. Conduct outreach, engage and take appropriate actions to ensure that the transportation public involvement process contains no barriers to participation by EJ and Title VI population groups and coordinate with BRTA.
5. Maintain database containing email contacts of community groups and relevant non-profits.
6. Prepare annual Title VI report.

### **PRODUCTS:**

1. Annual Title VI report
2. Updated outreach contact list

### **SCHEDULE:**

1. Work will be ongoing throughout FFY 2020
2. Annual Title VI report: December 31, 2019

### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$8,000/2,000	\$10,000	11
<b>TOTAL</b>	\$10,000	\$10,000	11



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## **Task 1.5 TIP Development**

### **OBJECTIVE:**

Develop, amend, and maintain the Transportation Improvement Program (TIP) for the Berkshire Region. Update and refine a multi-year program of transportation improvement projects that is consistent with the Regional Transportation Plan (RTP), the State Implementation Plan, EPA Air Quality Conformity Regulations, FHWA/FTA Planning Regulations and the Massachusetts Statewide Road and Bridge Policy.

### **PREVIOUS ACTIVITIES:**

1. Monitor progress of TIP implementation.
2. Request submittal of transportation improvement projects from municipalities, MassDOT, BRTA and other transportation providers.
3. Maintain a database of improvement projects.
4. Produce and distribute draft TIP documents for federal, state and local parties.
5. Provide assistance to applicants with their TIP projects.
6. Provide information and recommendations to the Transportation Advisory Committee (TAC) and the MPO.

### **PROPOSED ACTIVITIES:**

1. Prepare 2021-2025 Transportation Improvement Program. Solicit the submittal of transportation improvement and CMAQ projects including the preparation of CMAQ consultation materials.
2. Provide technical assistance to municipalities and other applicants in submitting projects for consideration and in implementing TIP projects including advancing recommendations resulting from the project need form and project initiation form phases of the project development.
3. Monitor status of projects in the TIP. Prepare amendments and adjustments as necessary.

### **PRODUCTS:**

3. FFY 2021-2025 Transportation Improvement Program.
4. Amendments to the FFY 2020-2024 TIP as necessary

### **SCHEDULE:**

1. Draft of FFY 2021-2025 TIP for MPO review – March 2020
2. Draft FFY 2021-2025 TIP released by MPO for public comment- April 2020
3. MPO endorsement of FFY 2021-2025 TIP – May 2020
4. Federal agency approval of FFY 2021-2025 TIP – September 30, 2020

### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$24,000/6,000	\$30,000	40
<b>TOTAL</b>	\$30,000	\$30,000	40

## WORK ELEMENT 2

### TECHNICAL SUPPORT & DATA COLLECTION

This element documents activity to be conducted in support of transportation planning tasks described in other UPWP elements. Included as part of this activity is a focus on performance measures including research, analysis, public involvement/outreach, selection and implementation transitioning to performance based planning.

These activities include technical planning tasks necessary to provide a basis for transportation planning, evaluation of transportation improvement decisions, and monitoring and management of the transportation system. This includes data collection and management, analytical procedures, and computer operations. The tasks included in this work element are linked to all other work elements of this UPWP.

#### **Task 2.1 GIS, Mapping and Graphics**

##### **OBJECTIVE:**

Continue to develop and maintain digital geo-coded referenced data about the Berkshire Region and its transportation systems. BRPC seeks to increase access to its extensive regional database, improve spatial analytical capabilities and serve as a catalyst for cooperative development, exchange and distribution of map data.

##### **PREVIOUS ACTIVITIES:**

1. Create working maps and visual displays.
2. Upgrade GIS software and office computers.
3. Update road inventory data layer.

##### **PROPOSED ACTIVITIES:**

1. Maintain and enhance digital base maps and data layers. Manage the organization of the data layers on the BRPC computer network
2. Provide mapping and related support for highway system planning, transit planning, and coordination with regional land use planning.
3. Support distribution of information to the public and planning stakeholders through thematic maps and educational multi-media presentations.
4. Participate in the Massachusetts Regional Planning Agency GIS group. Work with regional, state, and federal agencies on data standards and map standards.

##### **PRODUCTS:**

1. Maintenance of BRPC GIS System.
2. Maintenance of Data Layers to support Transportation Planning activities.
3. Mapping and Graphics to support Transportation Planning activities.

##### **SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2020

##### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

##### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$12,400/3,100	\$15,500	17
TOTAL	\$15,500	\$15,500	17

## **Task 2.2     *Regional Data & Analysis***

### **OBJECTIVE:**

Collect and maintain data about the Berkshire Region. Support decision-making for regional transportation and land-use planning. Improve analytical capabilities, increase access to regional databases, and analyze statistical information related to trends and projections.

### **PREVIOUS ACTIVITIES:**

1. Collect and manage data associated with Berkshire Benchmarks
2. Develop Berkshire Benchmarks website
3. Coordinate with 2010 Census. Promote Census outreach efforts.
4. Update databases and analyses with 2010 Census data.

### **PROPOSED ACTIVITIES:**

1. Update and expand demographic and economic database, such as employment data, land use, population and household statistics.
2. Collect data and coordinate transportation data needs with Berkshire Benchmarks.
3. Provide support to the BRPC transportation section, including computer maintenance, installation of transportation software, and review and purchasing of new software/hardware.
4. Promote Census outreach efforts, Census 2020 coordination.

### **PRODUCTS:**

1. Updated Databases.
2. Provide updates to the Berkshire Benchmarks data and website.
3. Conduct data analysis in support of Transportation Program activities including the development of FAST performance measures in accordance with applicable regulations and guidelines.
4. Data to support passenger rail service.

### **SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2020

### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$16,000/4,000	\$20,000	20
Traffic Counting Consultant Direct Expense	\$6,400/1,600		---
<b>TOTAL</b>	\$27,000	\$20,000	20

### **Task 2.3      *Traffic and Travel Data Collection***

#### **OBJECTIVE:**

Collect and maintain traffic count data, and other transportation data relating to travel behavior and travel characteristics for the Berkshire Region.

#### **PREVIOUS ACTIVITIES:**

1. Regional traffic count program.
2. Respond to public and community requests for traffic data.

#### **PROPOSED ACTIVITIES:**

1. Administer 2020 Traffic Count Program.
2. Retain a traffic counting firm to undertake data collection.
3. Prepare a report summarizing Regional traffic counts.
4. Provide traffic data to local communities upon request and update BRPC website with traffic count data.
5. Coordinate with MassDOT on data collection activities.
6. Perform data collection activities in support of program activities.

#### **PRODUCTS:**

1. Updated Traffic Count database (web)
2. Regional Traffic Count report
3. Bicycle count data
4. Bridge inventory database

#### **SCHEDULE:**

1. 2019 Traffic Count Report – Winter 2019
2. Collect traffic data – Summer 2020

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$15,200/3,800	\$19,000	30
<b>TOTAL</b>	\$19,000	\$19,000	30

## **Task 2.4      *Travel Forecasting, Traffic Analysis and GHG Emission Analysis***

### **OBJECTIVE:**

Analyze trends in regional traffic as documented by traffic counts and other travel data. Support local and regional sustainability and livability initiatives through analysis of corridors and projects in terms of circulation impacts and Green House Gas emission reductions to address the transportation sector's regional impact on air pollution and climate change by estimating travel demand and the effectiveness of mitigation strategies.

### **PREVIOUS ACTIVITIES:**

1. Prepare RTP Travel Forecasts.

### **PROPOSED ACTIVITIES:**

1. Incorporate ACS data in Regional Travel Demand Model.
2. Model calibration.
3. Coordination with MassDOT on Travel Demand Modeling issues.
4. Perform Green House Gas emission calculations for projects included in the TIP consistent with the Massachusetts Global Warming Solutions Act.
5. Identification of additional model enhancements.

### **PRODUCTS:**

1. Technical documentation of corrections, additions and calibration of the model.
2. Traffic forecasts and measures of transportation network performance in support of transportation planning studies.
3. GHG emission analyses for TIP projects.

### **SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2020.

### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
<b>FEDERAL/STATE</b>	\$14,000/3,500	\$17,500	25
<b>TOTAL</b>	\$17,500	\$17,500	25

## **Task 2.5      Pavement Management**

### **OBJECTIVE:**

Support and assist local highway departments with the management of their roadway infrastructure. Develop and prioritize pavement improvement projects throughout the Berkshire Region with the establishment and maintenance of a regional Pavement Management System (PMS).

### **PREVIOUS ACTIVITIES:**

1. Participation in the MARPA Pavement Management Sub-committee

### **PROPOSED ACTIVITIES:**

1. Maintain Pavement Management System.
2. Update MassDOT Road Inventory data for the Berkshire Region into the Pavement Management System.
3. Compare MassDOT data with regional PMS data.
4. Develop data collection plan for non-MassDOT surveyed Federal Aid System road segments.
5. Explain the PMS program and coordination activities to elected officials, highway superintendents, and/or public works directors from local communities; provide related assistance.
6. Conduct field surveys and input data.
7. Report to the TAC and MPO on regional pavement conditions and the costs associated with maintaining a state of good repair.
8. Participate in Pavement Management System training.

### **PRODUCTS:**

1. Updated MassDOT road inventory files.
2. Maintain Regional Pavement Management System.
3. Annual road assessment of pavement conditions including updated MassDOT Pavement Serviceability Index condition data for numbered routes in Berkshire County.

### **SCHEDULE:**

Work on this task will begin in Spring 2020 and continue through to the end of FFY.

### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$12,800/3,200	\$16,000	26
TOTAL	\$16,000	\$16,000	26

## **WORK ELEMENT 3**

### **REGIONAL PLANNING STUDIES**

This element consists of tasks which focus on specific issues or areas of concern raised by the MPO, BRPC member jurisdictions, or topics identified in other regional planning analysis, including the Regional Transportation Plan. Special studies will include partnering with BRTA, addressing public health impacts associated with the transportation system and identifying bicycle and pedestrian improvements in accordance with the Health Transportation Directive, when applicable.

#### ***Task 3.1 Special Studies***

##### **OBJECTIVE:**

Provide background information and analysis of selected regional transportation planning topics. Perform follow-up work on recommendations of previous studies. Enable BRPC to be responsive to short-term transportation planning needs.

##### **PREVIOUS ACTIVITIES:**

1. Lee Area Traffic Study.
2. Hubbard Avenue Development and Access Study.
3. Regional Bottlenecks Analysis. West Street Corridor – Pittsfield; Church St and Main St – North Adams; Route 2/ Price Chopper Plaza – North Adams.

##### **PROPOSED ACTIVITIES:**

The studies shown below are a list of special study topics compiled by staff with input from the MPO during the preparation of the UPWP. It is anticipated that work will be completed on a minimum of three studies during the program year, with additional work being initiated subject to staffing and budget constraints.

1. Employment based transportation needs analysis and transportation service pilot program implementation.
2. Autonomous vehicles; impacts on rural areas.
3. Micro-mobility feasibility study and pilot program.
4. Traffic signal equipment inventory and assessment
5. Electric vehicle infrastructure strategic plan
6. Regional Bottleneck intersection analysis
7. Housatonic Line Intra-County service feasibility study
8. Housatonic River Clean-up transportation impact and constraint analysis associated with the EPAs proposed remedy plan.
9. Dalton/Pittsfield Traffic Analysis: Re-evaluation of geometry and lane capacity of Hubbard Avenue bridge at Dalton Avenue.



**PRODUCTS:**

1. Technical memorandum or reports on transportation issues of concern.
2. Analysis, evaluation and recommendations to mitigate bottleneck/traffic conditions to improve traffic and freight movement.

**SCHEDULE:**

1. Work on these tasks will be ongoing throughout FFY 2020.

**COMMUNITY BENEFICIARY:**

All Berkshire County Communities with additional benefit to Pittsfield and Dalton.

**BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$58,400/14,600	\$73,000	95
TOTAL	\$73,000	\$73,000	95

### **Task 3.2     *Bicycle and Pedestrian Planning***

#### **OBJECTIVE:**

Assist communities in following through on the Berkshire Bicycling & Walking Transportation Plan and items developed in other Community Plans. Coordinate activities of Regional and Sub-regional bicycling and walking groups with a focus on the FHWA's National Goal Area of Environmental Sustainability and MassDOT's Healthy Transportation Directive objectives. Improve safety and public health for all non-motorized travelers through planning, programming and outreach.

#### **PREVIOUS ACTIVITIES:**

1. Staff support to the Berkshire Bike Path Council (BBPC).
2. Administration of Ashuwillticook trail counts.
3. GIS inventory of existing and proposed bike facilities in the Berkshire Region.

#### **PROPOSED ACTIVITIES:**

1. Assist communities on Complete Streets matters; support local and regional bicycle and pedestrian planning.
2. Provide technical support to the BBPC and North Bike Berkshires; participate in Bay State Bike week and Western New England Greenway bikeway initiatives.
3. Assist with efforts leading to furthering the construction of Ashuwillticook Rail Trail segments.
4. Identify gaps in bicycle networks and develop a quality of service/bikeability index
5. Coordination with MassDOT on US Bike Route 7 signage
6. Continue identifying priority areas for on road cycling improvements and pedestrian enhancements including best practices based on land use context (urban, suburban, rural) including identifying critical sidewalk gaps.
7. Identify areas of concern for bicycle and pedestrian safety, walkability and ADA compliance; promote counter measures and safety enhancements.
8. Participation in Bay State Bike Week, Bay State Greenway and Western New England Greenway bikeway initiatives.
9. Ashuwillticook bicycle trail planning - Pittsfield segment.
10. Participate in statewide bicycle and pedestrian planning initiatives; review MassDOT Bicycle and Pedestrian plans to inform the work within this task.
11. Update Bike Path Implementation Plan.
12. Activities that further alternative mode use including bicycle parking and bike sharing programs.

#### **PRODUCTS:**

1. Technical assistance to municipalities on Complete Street issues.
2. Recommendations of capital improvements for TIP consideration that advance the Healthy Transportation Compact and GreenDOT mode shift goals.
3. Work to implement recommendations contained in the State's pedestrian safety plan.

4. Assist with efforts focused on outreach and education of bicycle and pedestrian safety and public health outcomes on a time available basis.
5. Micro-mobility feasibility study

**SCHEDULE:**

1. Support/coordination/outreach efforts will be ongoing throughout FFY 2020.
2. Updated Bike Path Implementation Plan: Summer 2020.

**COMMUNITY BENEFICIARY:**

All Berkshire County Communities

**BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$40,800/10,200	\$51,000	75
TOTAL	\$51,000	\$51,000	75

### **Task 3.3      *Transportation, Community, and System Preservation***

#### **OBJECTIVES:**

To promote and implement corridor access management techniques in local communities in order to promote safety and minimize congestion caused by the conflicts between through traffic and adjacent land uses along major corridors and address FHWA's National Goal Areas of Congestion Reduction and Safety.

#### **PREVIOUS ACTIVITIES:**

1. Route 7/20 Corridor Access Management Study
2. Great Barrington (Route 183/7) Access Management Study

#### **PROPOSED ACTIVITIES:**

1. Work with interested communities to inform and educate on the benefits of driveway and access management bylaws.
2. Develop bylaws and design guidelines which promote effective access management which communities can adopt to preserve the operational effectiveness and safety of higher volume roadways.
3. Participate in the I 90 Interchange Study.

#### **PRODUCTS:**

1. Technical memorandums, draft zoning bylaws and driveway design guidelines to promote effective access management and system preservation techniques.

#### **SCHEDULE:**

1. Education and outreach to communities on access management and driveway bylaws, July 2020.

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$8,000/2,000	\$10,000	20
<b>TOTAL</b>	\$10,000	\$10,000	20

### **Task 3.4     *Regional Transit Planning***

#### **OBJECTIVE:**

Provide technical assistance for public transportation service planning. Guide decision-making for regional public transportation issues. Make recommendations for improving the existing public transportation system in support of FHWA's National Goal of increasing accessibility and mobility options available to people and for freight.

#### **PREVIOUS ACTIVITIES:**

1. Completed Southern Berkshire Community Transit Study.
2. Prepare Transit Elements of the Berkshire Regional TIP.
3. Participate in meetings and training sessions for the MA Institute for Transportation Coordination, Berkshire team.
4. Inventory of Transportation Providers in Berkshire County.

#### **PROPOSED ACTIVITIES:**

1. Provide planning assistance to BRTA for fixed route and para-transit operations including partnering and coordination on planning efforts.
2. Provide support to the Berkshire Regional Coordination Council.
3. Support and assist identifying and programming TIP projects.
4. Participate in activities which address first/last mile employment based transportation needs (TMA).

#### **PRODUCTS:**

1. Technical Memoranda and statistical reports which may include; system data summaries, system performance standards, service expansion priorities, service reduction recommendations, analysis of boarding activity, analysis of existing and proposed stop locations, analysis of system revenues and costs.

#### **SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2020.

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
<b>FEDERAL/STATE</b>	\$34,178/\$8,544	\$42,722	48
<b>TOTAL</b>	\$42,722	\$42,722	48

\*The BRTA in-kind match for FTA 5303 funded work. This match is an estimate of the value of BRTA staff support toward TPL related activities.

### **Task 3.5     Safety Initiatives**

#### **OBJECTIVE:**

Evaluate accident data and public input to determine if there are physical conditions on roadway and roadway configurations that are safety hazards. This task is focused on addressing the FHWA's Safety Goal Area as well as public health.

#### **PREVIOUS ACTIVITIES:**

1. Identify potential Road Safety Audit Review (RSAR) sites
2. Road Safety Audit, South St (BMC area, W. Housatonic/Center St.) intersections in Pittsfield and Route 7/20 at Walker Street.
3. Analysis of MassDOT Crash Data for HSIP project identification

#### **PROPOSED ACTIVITIES:**

1. Coordinate with Berkshire communities to identify HSIP eligible projects.
2. Coordination with MassDOT on RSA.
3. Prioritize future year HSIP projects.
4. Identification of other potential safety improvements focused on distracted driving.
5. Evaluate and revise safety database.
6. Analysis of senior/elderly auto crashes.
7. Utilize MassDOT's 2018 Strategic Highway Safety Plan to inform the work within this task.

#### **PRODUCTS:**

1. Documentation on high crash incident locations within Berkshire County for motor vehicle, bicycle, and pedestrian incidents.
2. Incorporation of accident analysis into other regional studies to support findings related to needed system improvements.
3. Report on elderly auto accident crash analysis

#### **SCHEDULE:**

1. Work on this task will occur intermittently during FFY 2020.
2. Elderly auto crash analysis report: Spring 2020

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$14,000/3,500	\$17,50	24
TOTAL	\$17,500	\$17,50	24

### **Task 3.6      *Climate Change***

#### **OBJECTIVE:**

Evaluate the impact that Climate Change may have on regional transportation facilities with an emphasis on stream crossings and improving the resiliency and reliability of the transportation system along with mitigating storm water impacts on surface transportation. This task is directed towards addressing both Infrastructure Condition and System Reliability national performance goals from FAST performance measures.

#### **PREVIOUS ACTIVITIES:**

1. Completed Hazard Mitigation Plans
2. Compilation of stream crossing data

#### **PROPOSED ACTIVITIES:**

1. Perform culvert assessments and update stream crossing data base
2. Participate in activities focused on reducing the impact of associated with Climate Change including the Transportation and Climate Initiative.
3. Coordinate with recommendations developed through the Hazard Mitigation Plan process and other related activities.
4. Assist in efforts related to Massachusetts Stream Crossing Standards and aid communities seeking financial assistance for new projects.
5. Work with MassDOT and municipalities to identifying vulnerable assets and prioritize projects as part of its Climate Vulnerability Assessment.
6. Participate in statewide GHG Emission regulatory efforts, perform GHG emissions analyses and promote alternative fuel vehicles.
7. Assist communities to gain access to the MVP program and participate in efforts to improve efficiency and reduce costs of culverts and bridges.

#### **PRODUCTS:**

1. Research and data collection that supports updates to Massachusetts Stream Crossing Standards.
2. Database of stream crossings containing the following information: facility attributes, condition, historical flooding and damage, and repair/maintenance costs and condition information.

#### **SCHEDULE:**

1. Work on this task will continue in FFY 2020.

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$20,000/5,000	\$25,000	36
<b>TOTAL</b>	\$25,000	\$25,000	36

### **Task 3.7     *Passenger and Freight Rail Planning***

#### **OBJECTIVE:**

Encourage planning, improvements, and additions to the rail network that increase the accessibility and mobility options available for passengers and freight. Advance planning for passenger and freight rail planning that supports: goods movement, economic development, tourism, and development of a truly multi-modal transportation system.

#### **PREVIOUS ACTIVITIES:**

1. Berkshire Passenger Rail Station Location and Design Analysis.
2. 2012 Freight and Goods Movement Survey Report.
3. Participation in the 2010 Massachusetts Freight Plan.
4. Berkshire Flyer 2.0 initiative.

#### **PROPOSED ACTIVITIES:**

1. Participate in regional, statewide, and multi-state efforts that address passenger rail including the State Rail Plan and State Freight Plan.
2. Participate in regional, statewide, and multi-state efforts that address freight and goods movement by rail.
3. Engage local decision-makers and stakeholders in the planning for passenger and freight rail planning.
4. Review and comment on federal and statewide rail plans, programs, legislation, regulations and guidelines.
5. Assist with implementation of Berkshire Flyer pilot service.
6. Advocate and participate in the East/West passenger rail study.

#### **PRODUCTS:**

1. Technical memos, data, and map products produced in concert with meetings, workshops, forums, grant applications, project proposals, etc., as needed.
2. Participate in studies stemming from statewide planning initiatives.

#### **Schedule:**

1. Work on this task will be continuous throughout 2020.

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
<b>FEDERAL/STATE</b>	\$24,800/6,200	\$31,000	50
<b>TOTAL</b>	\$31,000	\$31,000	50



### **Task 3.8      *Regional Performance Measures Assessments***

#### **OBJECTIVE:**

This task supports federal planning requirements to integrate performance-based planning into the regional transportation process goals while addressing FHWA's national performance goals. Data collected under a number of UPWP tasks will be used to identify the progress in meeting performance measures and targets. New performance measures and targets may be developed based on statewide performance measures as required by the FAST Act.

#### **PREVIOUS ACTIVITIES:**

1. Berkshire Regional Transportation Plan
2. TIP Transportation Evaluation Criteria – Revised 2011
3. Pavement Management Program
4. RTP and TIP Performance measures and targets

#### **PROPOSED ACTIVITIES:**

1. Analyze and track data to identify the progress in meeting regional performance measures.
2. Work with MassDOT and BRTA to coordinate data collection and share analysis methods.
3. Monitor and participate in Performance Management Subcommittee meetings.
4. Develop updates to the regional performance measures as necessary to coincide with statewide performance measures and FAST Act requirements.

#### **PRODUCTS:**

1. Regional Performance Measure reporting and updates.

#### **SCHEDULE:**

1. Work on this task will be ongoing throughout the Winter 2019 and continue through the Summer 2020

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
<b>FEDERAL/STATE</b>	\$17,045/\$4,261	\$21,306	24
<b>TOTAL</b>	\$21,306	\$21,306	24

### **Task 3.9      *Berkshire Flyer/CSX Rail Corridor Capacity Analysis and Service Implementation***

#### **OBJECTIVES:**

To assist with implementation efforts of the Berkshire Flyer rail service, coordinating efforts with CSX and Amtrak, and to hire a consultant to perform a rail corridor capacity analysis. Assist with the implementation of recommendations outlined in prior study efforts to ensure success of this new rail service. Assist in coordination efforts and finalizing a service agreement between MassDOT and Amtrak for this new service.

#### **PREVIOUS ACTIVITIES:**

1.      Berkshire Flyer: Pittsfield to New York City Feasibility Study
2.      Berkshire Flyer 2.0 Study

#### **PROPOSED ACTIVITIES:**

1.      Conduct a profession services solicitation for a rail corridor capacity analysis. Oversee procurement and contracting, provide contract and project management.
2.      Work with the Berkshire Flyer working group to implement study recommendations including first/last mile transportation options
3.      Assist MassDOT Rail and Transit in developing a service agreement with Amtrak.

#### **PRODUCTS:**

1.      Rail corridor capacity analysis.
2.      Amtrak service agreement

#### **SCHEDULE:**

1.      Work on this task will commence immediately and continue through the inaugural year of the Berkshire Flyer.

#### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

#### **BUDGET:**

Expense	Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
Personnel	FEDERAL/STATE *	\$24,000/6,000	\$30,000	38
Personnel	STATE	\$10,044	\$10,044	12
Consultant Direct Expense	FEDERAL/STATE *	\$28,000/7,000		--
<b>TOTAL</b>		\$75,044	\$40,044	50

\* UNEXPENDED FFY 2019 TPL FUNDING – CONTRACT 107246

## **WORK ELEMENT 4**

### **OTHER ACTIVITIES**

This work element provides transportation planning that addresses broader Regional Planning objectives of BRPC, including coordination with community and environmental planning.

#### ***Task 4.1 Land Use/ Transportation Planning***

##### **OBJECTIVE:**

The objective of this task is to facilitate development or re-development in the region's communities promote land use planning policies and measures to minimize sprawl or other development patterns that contribute to traffic congestion and to promote sustainable development practices.

##### **PREVIOUS ACTIVITIES:**

1. Conducted public/community Smart Growth Workshops.
2. Provided technical assistance to communities to apply Smart Growth development principles.
3. Conducted activities to initiate the Regional Sustainability Plan.
4. Prepared informational material to demonstrate the benefits of Low Impact Development techniques such as reduced widths and pervious pavement for residential streets.
5. Provided support to the Regional Issues Committee.
6. Coordinated land use and policy analysis with the 2016 RTP update.

##### **PROPOSED ACTIVITIES:**

1. Continue to develop principles and planning tools that Berkshire communities can use for "Smart Growth" and Sustainable Development. Review and evaluate existing or proposed land use policies, plans, or laws / regulations in selected communities to determine their effects on transportation.
2. Implement recommendations and actions identified in Sustainable Berkshires regional sustainability plan and participate in activities which support smart growth initiatives.
3. Work with the Regional Issues Committee as a forum for debating regional land use and its significance to the regional transportation network.
4. Conduct public outreach and educational activities with Select Boards and other advisory bodies.
5. Continue analysis of regional data and development trends.
6. Continue to research and develop policies and procedures to facilitate the integration of transportation, land use and environmental planning, especially related to impacts from climate change and habitat connectivity. Examine the interrelationship of land use, energy use and transportation.

##### **PRODUCTS:**

1. Workshops focused on Smart Growth and Sustainable Development.
2. Updated package of "Smart Growth" Planning Tools.

3. Technical Memoranda/ Reports related to Sustainable Development Practices and the Regional Sustainability Plan.
4. Meetings with the Berkshire Regional Planning Commission Regional Issues Committee.

**SCHEDULE:**

1. Work on this task is ongoing throughout FFY 2019.

**COMMUNITY BENEFICIARY:**

All Berkshire County Communities

**BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$16,800/4,200	\$21,000	34
TOTAL	\$21,000	\$21,000	34

## **Task 4.2      Local Technical Assistance**

### **OBJECTIVE:**

Provide technical resources and support for member communities and organizations. Review transportation related impact reports, traffic studies, and environmental notification forms.

### **PREVIOUS ACTIVITIES:**

1. Provide transportation related assistance to communities on an as requested basis.
2. Review and comment on transportation aspects of Environmental Notification Forms and Environmental Impact Reports as part of the MEPA process.
3. Attend project scoping sessions for significant projects in the region as part of the MEPA process.

### **PROPOSED ACTIVITIES:**

1. Review and comment on transportation aspects of all Environmental Notification Forms and Environmental Impact Reports as part of the MEPA process. Attend project scoping sessions for significant projects in the region as part of the MEPA process. Review all documents prepared under federal environmental laws and regulations.
2. Provide transportation planning assistance to communities as requested.
3. Address other unforeseen issues that may arise from time to time. This may include such things as city or town circulation plans, parking plans, or other issues for which specific studies are needed.
4. Assist local communities with advancing projects to the project development process and assist with the submission of project need forms including assistance with MassDOT's project intake tool, MaPIT.

### **PRODUCTS:**

1. Recommendations and comments as appropriate for the review of MEPA documents.
2. Reports documenting the findings and recommendations for local technical assistance requests.

### **SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2019.

### **COMMUNITY BENEFICIARY:**

All Berkshire County Communities

### **BUDGET:**

<b>Funding Source(s)</b>	<b>Total</b>	<b>BRPC Staff Cost</b>	<b>BRPC Staff Days</b>
<b>FEDERAL/STATE</b>	\$18,000/4,500	\$22,500	27
<b>TOTAL</b>	\$22,500	\$22,500	27

### **Task 4.3      Scenic Byway Projects**

**OBJECTIVE:**

To preserve, improve and enhance the region's Scenic Byways.

**PREVIOUS ACTIVITIES:**

1. Completed Jacobs Ladder Corridor Study and Management Plan
2. Partnered with adjoining Regional Planning Agencies on development of grant applications and work scopes for further Scenic Byway projects
3. Completed Mohawk Trail Bikeway Phase I
4. Awarded Mohawk Trail Historic Preservation, Mohawk Bike/Ped Trail Phase II grant and Lee Bikeway grant
5. Approved Mohawk Bike/Ped Trail Phase II Scope
6. Approved Lee Bikeway Scope

**PROPOSED ACTIVITIES:**

1. Continue coordination with Contiguous Regional Planning Agencies on Scenic Byway project development activities;
2. Task completion, project management, and contract administration of Scenic Byway projects;
3. Continue activities to support implementation of Corridor Management Plans;
4. Apply for funds to implement projects contained in the Corridor Management Plans.

**PRODUCTS:**

1. Support and technical assistance to regional and local Scenic Byway partners.
2. Planning and administration of Lee Bikeway Phase II planning and design project.

**SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2019.

**COMMUNITY BENEFICIARY:**

Town of Lee, Town of Lenox

**BUDGET:**

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$5,600/1,400	\$7,000	10
TOTAL	\$7,000	\$7,000	10

## **DIRECT EXPENSE**

As shown in the Funding Profile on the following page, a total of \$18,038 in Direct Expense is identified in the 2020 UPWP. Of these direct expenses:

- \$18,038 is provided via the FHWA/MassDOT PL contract

## FUNDING PROFILE

Amended December 17, 2019

	TOTAL	PL STATE	PL FEDERAL
<b>Management &amp; Certification</b>			
1.1 Management of the 3C Process	121,000	24,200	96,800
1.2 UPWP	15,500	3,100	12,400
1.3 Public Outreach	12,000	2,400	9,600
1.4 Title VI & EJ	10,000	2,000	8,000
1.5 TIP Development	30,000	6,000	24,000
<b>Subtotal</b>	<b>188,500</b>	37,700	150,800
<b>Technical Support</b>			
2.1 GIS, Mapping & Graphics	15,500	3,100	12,400
2.2 Regional Data & Analysis	20,000	4,000	16,000
2.3 Traffic and Travel Data	19,000	3,800	15,200
2.4 Travel Forecasting & GHG Analysis	17,500	3,500	14,000
2.5 Pavement Management	16,000	3,200	12,800
<b>Subtotal</b>	<b>88,000</b>	17,600	70,400
<b>Planning Studies</b>			
3.1 Special Studies	73,000	14,600	58,400
3.2 Bicycle & Pedestrian Planning	51,000	10,200	40,800
3.3 TCSP	10,000	2,000	8,000
3.4 Regional Transit Planning	42,722	8,544	34,178
3.5 Safety Initiatives	17,500	3,500	14,000
3.6 Climate Change	25,000	5,000	20,000
3.7 Passenger & Freight Rail	31,000	6,200	24,800
3.8 Performance Measures	21,306	4,261	17,045
3.9 Berkshire Flyer Implementation	40,044	16,044	42,430
<b>Subtotal</b>	<b>311,572</b>	70,350	259,652
<b>Other Activities</b>			
4.1 Transportation/ Land Use Planning	21,000	4,200	16,800
4.2 Local Technical Assistance	22,500	4,500	18,000
4.3 Scenic Byway Projects	7,000	1,400	5,600
<b>Subtotal</b>	<b>50,500</b>	10,100	40,400
<b>BRPC Direct Expenses</b>	<b>53,038</b>	10,608	42,430
<b>TOTAL FUNDS</b>	<b>691,610</b>	146,357.2	563,682.8



## UPWP STAFF LISTING

POSITION	NAME	ESTIMATED %TIME
Executive Director	Tom Matuszko	< 1%
Transportation Program Manager	Clete Kus	99%
Senior Transportation Planner	Anuja Koirala	99%
Senior Transportation Planner	Eammon Coughlin	99%
Transportation Planner	Justin Gilmore	90%
Other Planners	Patricia Mullins Caroline Massa Melissa Provencher Peg McDonough Zach Feury Laura Brennan	2 -- 25% 2% 8% 2% 5% 2% 2%
GIS Coordinator	Mark Maloy	20%
Office Manager	Marianne Sniezek	< 1%

# BERKSHIRE REGIONAL PLANNING COMMISSION

## REVENUE SOURCES FOR FISCAL YEAR 2020

FY 2020 BUDGET - May 16, 2019 APPROVED

Berkshire Regional Planning Commission

5.16.2019

PROJECTED REVENUES	FY 2019 Approved	FY 2020 Approved	
Outsource GIS Planner	\$ 11,000	\$ 11,000	<sup>3</sup>
Brownfield Revolving Loan Fund	\$ 5,000	\$ 5,600	
Berkshire Bike Path Council Support	\$ 700	\$ 1,550	
Berkshire Public Health Alliance Inspections	\$ 35,596	\$ 65,688	
Berkshire Public Health Alliance Nursing	\$ 50,035	\$ 41,206	
BRPC Non-profit - Berkshires Tomorrow	\$ 4,951	\$ 4,951	
Rest of River Coordination	\$ 60,000	\$ 120,000	
Online Burn Permits	\$ 1,380	\$ 1,380	
Opioid Abuse Prevention Collaborative	\$ 100,000	\$ 100,000	
BCBOHA Support Services	\$ 11,000	\$ 10,000	
Age Friendly Berkshires	\$ 79,000	\$ 39,524	
FDA Regional Food Safety Permitting and Inspection	\$ 77,850	\$ 69,800	
Cheshire Master Plan Support	\$ 4,570	\$ 2,000	
Adams Brownfield Assessment	\$ 9,383	\$ 7,972	
Lee Brownfield Assessment	\$ 7,900	\$ 6,650	
Greylock Flume Brownfield Clean up	\$ 1,000	\$ 0	
Lanesborough Shared Economic Planner	\$ 15,000	\$ 19,000	<sup>3</sup>
Water Quality Assessment	\$ 6,824	\$ 0	
Great Barrington Shared Economic Planner	\$ 15,000	\$ 15,000	<sup>3</sup>
Hinsdale Shared Economic Planner	\$ 8,000	\$ 0	
Public Health Inspector Food Certificate Training	\$ 1,600	\$ 0	
Hinsdale Open Space & Recreation Plan	\$ 343	\$ 0	
Becket CDBG Grant FY 18	\$ 60,378	\$ 3,918	
Berkshire Brownfield Assessment Regional	\$ 144,850	\$ 132,426	
Berkshire Brownfield Assessment - Great Barrington	\$ 10,365	\$ 14,881	
Berkshire Brownfield Assessment - North Adams	\$ 10,794	\$ 16,003	
Farmers Market Promotion Program	\$ 81,543	\$ 113,353	
Richmond Shared Economic Planner	\$ 8,000	\$ 10,500	<sup>3</sup>
Outsource Environmental & Energy Planner	\$ 5,048	\$ 13,000	<sup>3</sup>
Municipal Energy Technical Assistance	\$ 42,942	\$ 40,000	<sup>5</sup>
Adams Shared Economic Planner	\$ 0	\$ 29,750	<sup>3</sup>
Berkshire United Way Support	\$ 15,000	\$ 15,000	<sup>4</sup>
Emergency Preparedness Planning	\$ 151,679	\$ 150,908	<sup>4</sup>
Medical Reserve Corps - Berkshire Medical	\$ 26,575	\$ 23,106	<sup>4</sup>
Medical Reserve Corps - Franklin County	\$ 22,000	\$ 23,106	<sup>4</sup>
Arts Education Blue Print	\$ 14,000	\$ 7,244	
Cheshire/New Marlborough CDBG FY 19	\$ 141,548	\$ 122,631	
Dalton Stormwater Management Support	\$ 11,000	\$ 11,000	<sup>3</sup>
Berkshire County Sheriff's Office - Opioid Prevention	\$ 50,000	\$ 50,000	<sup>3</sup>
Lenox Master Plan	\$ 0	\$ 24,062	
North Adams - WOONERF Eagle Street	\$ 0	\$ 15,379	
HRSA Rural Communities Opioid Response	\$ 0	\$ 106,386	
Matter of Balance	\$ 0	\$ 3,000	
Office of Juvenile Justice Delinquency Prevention (Opioid)	\$ 0	\$ 45,000	
Census 2020	\$ 0	\$ 3,644	
Adams Brownfields Clean Up	\$ 7,000	\$ 8,800	<sup>4</sup>
FDA Food Standards Training	\$ 0	\$ 2,250	
FDA Food Protection Assessments	\$ 0	\$ 1,750	
FDA Food Safety Training	\$ 0	\$ 1,000	
District Local Technical Assistance	\$ 249,194	\$ 200,000	<sup>2</sup>
EOEEA - Stormwater	\$ 0	\$ 26,181	
EOEEA - North Adams Zoning	\$ 0	\$ 50,000	

**FY 2020 BUDGET - May 16, 2019 APPROVED**

**Berkshire Regional Planning Commission**

**5.16.2019**

<b>PROJECTED REVENUES</b>	<b>FY 2019 Approved</b>	<b>FY 2020 Approved</b>	
Clarksburg Community Compact Zoning	\$ 0	\$ 6,401	
DOER - Affordable Access to Regional Coordination	\$ 0	\$ 52,000	
Great Barrington Hazard Mitigation	\$ 0	\$ 5,763	
Monterey Hazard Mitigation	\$ 0	\$ 8,750	
North Adams Hazard Mitigation	\$ 0	\$ 16,360	
New Marlborough Hazard Mitigation	\$ 0	\$ 5,527	
Spontaneous Unaffiliated Volunteer Website Training	\$ 0	\$ 10,000	
Transit Planning	\$ 40,174	\$ 41,773	
Mohawk Trail Woodlands Partnership	\$ 17,158	\$ 30,000	
Group Purchasing	\$ 0	\$ 16,649	
Pavement Management Program	\$ 4,480	\$ 0	
Cheshire Bylaw Assistance	\$ 14,000	\$ 0	
Age in Community Housing Bylaws	\$ 14,974	\$ 0	
Lanesborough Berkshire Mall Redevelopment Research	\$ 53,190	\$ 0	
Economic Development District	\$ 20,000	\$ 0	
Pittsfield Onota 604B	\$ 3,450	\$ 0	
Washington Community Compact - Capital Planning	\$ 15,000	\$ 0	
Transportation Planning	\$ 606,280	\$ 668,931	
Children in Disaster Planning	\$ 3,114	\$ 0	
Sheffield - Great Barrington CDBG Grant FY 16	\$ 10,183	\$ 0	
Dalton Hazard Mitigation Plan	\$ 1,082	\$ 0	
Regional Shelters Testing	\$ 2,854	\$ 0	
Great Barrington Complete Streets	\$ 15,626	\$ 0	
Lanesborough Complete Streets	\$ 24,885	\$ 0	
Stockbridge Complete Streets	\$ 23,520	\$ 0	
Adams Hazard Mitigation Plan	\$ 4,689	\$ 0	
Western Mass Homeland Security Planning Support	\$ 23,852	\$ 20,000	<sup>1</sup>
Municipal Vulnerability	\$ 20,000	\$ 20,000	<sup>1</sup>
Lanesborough Stormwater Management Plan	\$ 12,686	\$ 10,000	<sup>3</sup>
Pittsfield Stormwater Management Plan	\$ 2,598	\$ 0	
Hinsdale Hazard Mitigation Plan	\$ 3,005	\$ 0	
Monterey CDBG Program Delivery Services	\$ 49,009	\$ 0	
Williamstown Hazard Mitigation Municipal Vulnerability	\$ 10,927	\$ 0	
Emergency Shelters for Special Populations	\$ 25,000	\$ 0	
Cross Jurisdictional Sharing - Health Boards	\$ 9,997	\$ 0	
General:Assesment, Other	\$ 102,201	\$ 104,626	
Unsecured New Projects	\$ 29,344	\$ 57,127	
<b>TOTAL REVENUES</b>	<b>\$ 2,721,327</b>	<b>\$ 2,859,508</b>	

<sup>1</sup>. Applied for / requested- no decision as of 4/29/2019

<sup>2</sup>. Assumes \$100,000 state budget item - calendar year 2020

<sup>3</sup>. As of 4/29/2019 not yet under contract

<sup>4</sup>. As of 4/29/2019 awarded but not yet under contract

# BERKSHIRE REGIONAL PLANNING COMMISSION

## PROJECTED EXPENDITURES FOR FISCAL YEAR 2020

FY 2020 BUDGET - May 16, 2019 APPROVED

05.16.2019

Berkshire Regional Planning Commission

### PROJECTED EXPENDITURES

	FY 2019 Approved	FY 2020 APPROVED
<b>SALARIES</b>		
Direct Billable	\$ 935,500	\$ 1,054,400
Indirect Admin.	\$ 313,028	\$ 332,200
Interns (Admin)	\$ 10,725	\$ 1,157
Interns (Projects)	\$ 4,262	\$ 8,486
<b>Subtotal Salaries</b>	<b>\$ 1,263,515</b>	<b>\$ 1,396,244</b>
<b>BENEFITS</b>		
Comp and Vacation Leave	\$ 86,468	\$ 82,657
Holiday and Jury Leave	\$ 57,645	\$ 51,661
Sick unacrued used / Family Leave	\$ 48,038	\$ 44,500
Retirement	\$ 5,903	\$ 0
Health Insurance	\$ 368,796	\$ 324,876
Retirees Health Insurance	\$ 19,971	\$ 26,430
Retiree Future Health Insurance Liability (GASB 45)	\$ 45,000	\$ 45,000
Workers Comp Insurance	\$ 1,154	\$ 1,639
State Unemployment Insurance	\$ 6,801	\$ 7,233
FICA and Medicare	\$ 22,373	\$ 22,742
<b>Subtotal Benefits</b>	<b>\$ 662,149</b>	<b>\$ 606,738</b>
<b>NON-PERSONNEL OPERATING EXPENSES</b>		
Accounting Services	\$ 3,200	\$ 3,800
Advertising	\$ 2,500	\$ 2,000
Audit	\$ 19,500	\$ 19,700
Computer Equipment, Software & Maintenance	\$ 25,547	\$ 26,647
Copying Expense	\$ 18,000	\$ 16,250
Depreciation	\$ 15,332	\$ 15,057
Dues & Subscriptions	\$ 11,000	\$ 11,500
Flex Plan Administration	\$ 790	\$ 1,222
Insurance (Auto, Officers, Office)	\$ 7,742	\$ 7,520
Janitor	\$ 2,600	\$ 3,120
Legal (Administrative)	\$ 1,100	\$ 1,100
Mapping Supplies	\$ 500	\$ 500
Meetings (Administrative)	\$ 2,000	\$ 2,600
Payroll Services	\$ 2,755	\$ 3,125
Postage	\$ 3,750	\$ 3,800
Printing (Administrative)	\$ 600	\$ 100
Publications	\$ 200	\$ 200
Rent	\$ 50,361	\$ 52,242
Staff Development	\$ 11,000	\$ 11,000
Supplies	\$ 11,000	\$ 11,000
Telephone/Internet	\$ 9,000	\$ 8,760
Travel & Meals (Administrative)	\$ 3,125	\$ 3,200
Utilities	\$ 15,000	\$ 17,500
Water & Recycling	\$ 2,210	\$ 3,100
Web Site	\$ 1,320	\$ 10,440
Miscellaneous	\$ 8,250	\$ 8,250
<b>Subtotal Operating (Admin)</b>	<b>\$ 228,382</b>	<b>\$ 251,733</b>

**FY 2020 BUDGET - May 16, 2019 APPROVED**

05.16.2019

**Berkshire Regional Planning Commission**

**PROJECTED EXPENDITURES**

	FY 2019 Approved	FY 2020 APPROVED
Interest Expense	\$ 1,100	\$ 790
Communications (Projects)	\$ 1,000	\$ 1,944
Equipment / Software (Projects)	\$ 6,725	\$ 2,242
Legal (Projects)	\$ 6,500	\$ 1,270
Meetings (Projects)	\$ 7,000	\$ 14,517
Postage (Projects)	\$ 100	\$ 1,045
Printing (Projects)	\$ 4,500	\$ 3,898
Supplies (Projects)	\$ 6,600	\$ 2,091
Travel & Meals (Projects)	\$ 28,610	\$ 34,051
Other Program Expenses	\$ 18,000	\$ 9,562
Unreimbursed Expenses	\$ 600	\$ 600
<b>Subtotal Operating (Other)</b>	<b>\$ 80,735</b>	<b>\$ 72,012</b>
<b>SUBCONTRACTS/SUBRECIPIENTS</b>		
Brownfield Revolving Loan Fund Recipients & Consultants	\$ 0	\$ 542
Traffic / Transportation Consultant(s)	\$ 17,000	\$ 18,000
Berkshire Public Health Nursing Program Support	\$ 40,000	\$ 32,500
Rest of River Clean-up Legal Consultation	\$ 60,000	\$ 120,000
Burn Permit Software Consultant	\$ 1,200	\$ 1,200
Housing Rehabilitation Specialist	\$ 50,411	\$ 0
Medical Reserve Corp Support	\$ 47,825	\$ 47,825
Age Friendly Berkshires Support Services	\$ 0	\$ 3,500
Board of Health Online Permitting Services	\$ 22,575	\$ 35,711
Brownfield Assessment Consultant	\$ 126,536	\$ 120,000
Farmers Market Consultant	\$ 66,000	\$ 47,000
Berkshire Mall Redevelopment Research	\$ 40,000	\$ 0
Berkshire County Overdose Response Partners	\$ 0	\$ 88,504
Matter of Balance Classes	\$ 0	\$ 3,000
<b>Subtotal Subcontracts/Subreceptients</b>	<b>\$ 471,547</b>	<b>\$ 517,782</b>
<b>RESERVE</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,721,327</b>	<b>\$ 2,859,508</b>



# UNIFIED PLANNING WORK PROGRAM

## APPENDIX

### 1. PUBLIC NOTICE

# Classifieds

To  
call

#### Public Notices

##### **Berkshire Metropolitan Planning Organization PUBLIC REVIEW AND COMMENT**

The Berkshire MPO is seeking public comment on the following:

##### **2020-2024 Transportation Improvement Program (TIP) Amendment**

An amendment (1st amendment) has been proposed to decrease the construction cost of project # 609104 Lee resurfacing of Route 20 from \$1,937,500 to \$1,091,832.

##### **2020 Unified Planning Work Program (UPWP) Amendment**

An amendment is proposed to add a new task, Task 3.9, Berkshire Flyer/CSX Rail Corridor Capacity Analysis and Service Implementation and \$75,044 in additional funding. This task will support implementation efforts for the Berkshire Flyer pilot seasonal rail service.

Copies of these amendments can be obtained by:

1. Phone: Berkshire Regional Planning Commission (BRPC), 413-442-1521, ext. 20;
2. BRPC web site: [www.berkshireplanning.org](http://www.berkshireplanning.org)
3. Walk-in: BRPC, 1 Fenn Street, Suite 201, Pittsfield MA 01201.

Comments should be submitted forthwith and should be addressed to the Berkshire Metropolitan Planning Organization/BRPC, 1 Fenn Street, Suite 201, Pittsfield MA 01201 or via email to [info@berkshireplanning.org](mailto:info@berkshireplanning.org).

The Berkshire MPO is tentatively scheduled to approve these amendments at their December 17, 2019 meeting. This notice complies with the Berkshire Region MPO's Public Participation Plan and satisfies the Berkshire Regional Transit Authority's public participation process for the development of its Program of Projects.

11/27/19

##### **City of Pittsfield Conservation Commission Wetlands Protection Act Public Hearing**

Mass DEP File #263-1134: Notice of Intent application for the construction of a new 375 square foot addition to an existing commercial building on property located at 765 East Street (Map 19, Block 9, Lot 34). Such work is

#### Public Notices

##### **City of Pittsfield Conservation Commission Wetlands Protection Act Public Hearing**

Notice of Intent application for the installation of a new wastewater system on property located at 1843 West Housatonic Street (Map A3, Block 1, Lot 1). Such work is proposed to occur within the Bordering Land Subject to Flooding and Riverfront Areas associated with the Shaker Brook. The applicant is the Hancock Shaker Village. The Pittsfield Conservation Commission will hold a public hearing under provisions of MGL Ch. 131, Sect. 40, **Council Chambers, City Hall at 6:00 PM on Thursday, December 5, 2019.**

James Conant  
Chairperson  
11/27/19

##### **City of Pittsfield Conservation Commission Wetlands Protection Act Public Hearing**

Notice of Intent application for the removal of accumulated sediment and detritus within and immediately downstream of an existing concrete box culvert located on Oak Hill Road. Such actions are proposed to occur within Bordering Land Subject to Flooding, Inland Bank, and Riverfront Area. The applicant is the City of Pittsfield's Department of Public Services. The Pittsfield Conservation Commission will hold a public hearing under provisions of MGL Ch. 131, Sect. 40, **Council Chambers, City Hall at 6:00 PM on Thursday, December 5, 2019.**

James Conant  
Chairperson  
11/27/19

##### **DEPARTMENT OF ENVIRONMENTAL PROTECTION WATERWAYS REGULATION PROGRAM**

**Notice of License Application  
pursuant to M. G. L. Chapter 91  
Waterways License  
Application Number X284732**

**PROJECT NAME:  
19-08-10 Gottlieb  
NOTIFICATION DATE: 11/25/2019**

Public notice is hereby given of the application by Jonathan Gottlieb to construct and maintain a proposed: pier/dock, at 15 Birch Lane, Stockbridge, MA, in Berkshire County.

#### Public Notices

Regulation Program at 617-292-5929. Project plans and documents for this application are on file with the Waterways Regulation Program for public viewing, by appointment only, at the address below. Written comments must be addressed to: MassDEP's Waterways Regulation Western Regional office located at 436 Dwight Street, Springfield, MA 01103, (413)784-1100, 11/27/19

##### **INVITATION TO BID**

Sealed bids for an estimated 270366 bd. ft. and 266 cords of standing timber located in the October Mountain State Forest, Pittsfield, Massachusetts, will be received by the Management Forester, Region 5 Headquarters; P.O. Box 1433, 740 South St., Pittsfield, MA 01202 on or before 2:00:00 PM 1/2/2020, at which time they will be publicly opened and read.

Necessary Bid Forms and information may be obtained at the showing on 12/12/2019 at 8:30:00 AM by meeting the Management Forester at New Lenox Road, turnaround past last driveway. Access from Town of Lenox side only. Further information may be obtained by contacting the Management Forester at (413) 442-8928.

The Department reserves the right to reject any or all bids.

Kris Massini  
Management Forester  
11/27/19

##### **LEE PUBLIC SCHOOLS LEE, MASSACHUSETTS**

##### **INVITATION TO BID**

The School Committee of Lee, Massachusetts, 300A Greylock Street, Lee Massachusetts 01238 is inviting quotations for School Business Management Services (for the period December 16, 2019 to June 30, 2020).

Specifications, as a basis for bid proposals, may be obtained at the Office of the Superintendent of Schools, 300A Greylock Street, Lee, MA 01238. Questions re specifications may be directed to Superintendent's Office, (413) 243-0276, Ext \*3003.

Proposals must be submitted in writing, in sealed envelopes addressed to the Superintendent of

#### Public Notices

all bids if they deem it to be in the best interest of the town of Lee.

For the Lee School Committee  
Lee, Massachusetts

H. Jake Eberwein, III Ed.D.  
Superintendent of Lee Public  
Schools  
11/27/19, 12/04/19

##### **LEGAL NOTICE CITY OF NORTH ADAMS Sale of Property & Reuse**

The City of North Adams request proposals for the sale and reuse of real properties located at 36 Houghton Street (Assessor's Map 34, Lot 35). This Request for Proposals (RFP) is issued in accordance with and subject to MGL Chapter 30B. Reuse of these properties is to be for an approved use deemed to be in the best interest of the City of North Adams.

The RFP package, including submission requirements, may be obtained by writing to, or appearing at, the Office of Community Development (OCD), City Hall-1 Main Street, Room 107, North Adams, MA 01247 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday or by email request to [ocd@northadams-ma.gov](mailto:ocd@northadams-ma.gov)

during these same times. Proposals will be accepted at the OCD on or before **Monday, December 3, 2019 at 11:00 a.m.** after which time all shall be taken and public opened and identified as to proposer in the City Hall Court Chambers, Room 106.

Proposals must be properly sealed and clearly marked as: Bid NA-2019-007 Sale of Property Reuse - 367 Houghton Street.

A bid bond or certified check must accompany the proposal payable to the City of North Adams in the amount of \$3,000.00.

The City of North Adams reserves the right to waive any informalities submitted proposals. The City also reserves the right to accept, modify or reject any proposal if such action is deemed to be in the best interest of the City.

The City of North Adams is an Equal Opportunity/Affirmative Action Employer.

Michael F. Nuvalle  
Director, OCD



# Classifieds

To place y  
call 1-800-2

## Public Notices

**FLASHING BEACONS AT PEDESTRIAN CROSSINGS PROJECT 2019** and will be publicly opened, forthwith at the Town Offices, 31 North Street, Williamstown, MA.

Bid Forms and Contract Documents (a.k.a. "Official Proposals"), may be picked up and/or viewed at:  
Guntlow & Associates, Inc.  
55 North Street  
Williamstown, MA 01267  
(413) 458-2198

after 10:00 a.m., on Wednesday, May 29, 2019. Contract Documents may also be examined at the Town of Williamstown, Department of Public Works, 675 Simonds Road, Williamstown, MA, between 7:30am-3:30pm, Monday through Friday. Bidders must be Qualified from MassDOT to be eligible to bid. Contractors will be reviewed to confirm they are on the pre-qualification list at time of pick up, or request of mailing, of "Official Proposals". Each bidder may obtain one set of the contract documents by payment of a refundable deposit of \$85 per set, in the form of a certified, treasurer's or cashier's check, payable to the Town of Williamstown. This deposit will be refunded upon return of the sets in good condition within thirty calendar days after the closing date for general bids. Additional sets may be purchased for \$85 per set (non-refundable). Bidders requesting Contract Documents by mail shall include an additional non-refundable check made payable to Guntlow & Associates, Inc. in the amount of \$25 per set to cover the direct costs of shipping and handling. Digital sets of the documents can be obtained for free via email, please contact Guntlow & Associates, Inc. if a digital copy is desired.

The Town of Williamstown reserves the right to waive irregularities and to reject any or all bids if it is in the public interest to do so. The preceding sentence shall not be construed to limit the Town of Williamstown's rights to accept or reject bids in accordance with Massachusetts Law.

Mr. Tim Kaiser, Director DPW  
05/29/19

### BAKER HILL ROAD DISTRICT NOTICE OF TAX-TAKING

To the owners of record of the hereinafter described parcels of land situated in LANESBOROUGH, in the county of BERKSHIRE and the COMMONWEALTH OF MASSACHUSETTS and all others concerned.

## Public Notices

### Berkshire Metropolitan Planning Organization

#### PUBLIC REVIEW AND COMMENT

The Berkshire MPO is seeking public comment on the following documents:

**2020 Unified Planning Work Program (UPWP)** - The 2020 UPWP is a list, budget and description of all federally funded transportation planning work to be performed between October 1, 2019 and September 30, 2020, mostly by staff of the Berkshire Regional Planning Commission (BRPC) and consultants working for BRPC, under the auspices of the Berkshire Metropolitan Planning Organization.

**2020 Regional Transportation Plan (RTP)** - The 2020 RTP update is a long range (25 year) comprehensive document to that provides the basis for future transportation investment and planning in the region. The RTP establishes a regional priority, reviews existing infrastructure in the region and makes recommendations for future projects.

Copies of these documents can be obtained by:

1. Phone: Berkshire Regional Planning Commission (BRPC), 413-442-1521, ext. 20;
2. BRPC web site: [www.berkshireplanning.org](http://www.berkshireplanning.org)
3. Walk-in: BRPC, 1 Fenn Street, Suite 201, Pittsfield MA 01201.

Comments are due by June 18, 2019, addressed to the Berkshire Metropolitan Planning Organization/BRPC, 1 Fenn Street, Suite 201, Pittsfield MA 01201 or via email to [info@berkshireplanning.org](mailto:info@berkshireplanning.org). The Berkshire MPO is scheduled to approve these documents at their meeting scheduled for June 25, 2020 at 4 PM at the BRPC offices. 05/29/19

### City of Pittsfield Conservation Commission Wetlands Protection Act Public Hearing

Notice of Intent Application for the structural replacements within an existing electrical transmission line corridor that include access road and work pad construction. The project is located within the Eversource Energy's F132 Line Right-of-Way. Such actions are proposed to occur within Bordering Land Subject to Flooding, Riverfront

## Public Notices

Being all the same premises conveyed to the mortgagor herein by deed of James Lamanno and Barbara Lamanno dated April 3, 1987 and recorded in the Southern Berkshire Registry of Deeds immediately prior hereto.

TAKE NOTICE, if you intend to make any defense, that on July 30, 2019, which is the return day of this notice, or within such further time as the law allows, you must cause your written appearance to be entered and your answer or other pleading to be filed in the office of the Clerk of said Court at Pittsfield, in said County first above-named; and further that you must defend against said suit according to law, if you intend to make any defense.

Hereof fail not, at your peril, as otherwise said suit may be adjudged, and orders and decrees entered therein, in your absence.

WITNESS, JUDITH FABRICANT, Esquire, Chief Justice of your Superior Court at Pittsfield, the 7th of May, in the year of our Lord, two thousand nineteen.

Deborah S. Capeless, Clerk

Jeffrey R. Lynch, Esq.  
Lynch Scrimo Attorneys  
PO Box 1787  
68 Main Street  
Lenox, MA 01240  
413-637-1300  
05/15/19, 05/22/19, 05/29/19

### IMPORTANT INFORMATION ABOUT YOUR SPECTRUM CHANNEL LINEUP

Communities Served: Cities of North Adams, Pittsfield; Towns of Adams, Cheshire, Clarksburg, Dalton, Great Barrington, Lee, Lenox, Richmond, Sheffield, Stockbridge and Williamstown, MA

Effective on or after July 15th, 2019, Movies On Demand preview channel will no longer be available on your Spectrum lineup.

For a current channel lineup, visit [www.Spectrum.com/channels](http://www.Spectrum.com/channels). To view this notice online, visit [www.Spectrum.net/programmingnotices](http://www.Spectrum.net/programmingnotices) 05/29/19

### Legal Notice - Public Auction Under Self Storage Operations Lien

On Friday May 31st 2019 @ 10:00 a.m. at the premises of Berkshire Mini Warehouse II Inc., 371 Cloverdale Street, Pittsfield, Massachusetts, the contents of the following units, consisting of furniture, household goods and miscellaneous personal property will

## Public Notices

of record, if any, insofar as the same are now in force and applicable. In the event of any typographical error set forth herein in the legal description of the premises, the description as set forth and contained in the mortgage shall control by reference. Together with all the improvements now or hereafter erected on the property and all easements, rights, appurtenances, rents, royalties, mineral, oil and gas rights and profits, water rights and stock and all fixtures now or hereafter a part of the property. All replacements and additions shall also be covered by this sale. Terms of Sale: Said premises will be sold subject to any and all unpaid taxes and assessments, tax sales, tax titles and other municipal liens and water or sewer liens and State or County transfer fees, if any, there are, and TEN THOUSAND DOLLARS (\$10,000.00) in cashier's or certified check will be required to be paid by the purchaser at the time and place of the sale as a deposit and the balance in cashier's or certified check will be due in thirty (30) days, at the offices of Doonan, Graves & Longoria, LLC ("DG&L"), time being of the essence. The Mortgagee reserves the right to postpone the sale to a later date by public proclamation at the time and date appointed for the sale and to further postpone at any adjourned sale-date by public proclamation at the time and date appointed for the adjourned sale date. The premises is to be sold subject to and with the benefit of all easements, restrictions, leases, tenancies, and rights of possession, building and zoning laws, encumbrances, condominium liens, if any and all other claim in the nature of liens, if any there be. In the event that the successful bidder at the foreclosure sale shall default in purchasing the within described property according to the terms of this Notice of Sale and/or the terms of the Memorandum of Sale executed at the time of foreclosure, the Mortgagee reserves the right to sell the property by foreclosure deed to the second highest bidder, providing that said second highest bidder shall deposit with the Mortgagee's attorneys, the amount of the required deposit as set forth herein. If the second highest bidder declines to purchase the within described property, the Mortgagee reserves the right to purchase the within described property at the amount bid by the second highest bidder. The foreclosure deed and the consideration paid by the successful bidder shall be held in escrow by DG&L, (hereinafter called the "Escrow Agent") until the deed

## Public Notices

### Parcel One

Being two (2) and included conveyance from Hiram C. Lan Lambert, said February 20, with the Berk Registry of Massachusetts 527, said lots numbered three and three hundred of Edison Terra Waterman, C., and recorded in Registry of Deeds Page 640 to which reference is to particulars.

### Parcel Two

Being Lot Thru shown on a p Madison Terra owned by H. S. Surveyed and Waterman, C. 100 ft. per ft. recorded in the District of Regi 337, Page 640.

Being the s conveyed to th by deed of eve simultaneously

The descrip contained in control in typographical publication.

For Mortgage dated Octob recorded in th (Middle District Book 1690, Pa

TERMS OF S will be sold and all liens, end taxes, tax titles assessments, precedence ov above describe

FIVE THOU Dollars of the be paid in ca bank treasurer/ at the time and the purchaser, purchase price cash, certifi treasurer's or d thirty (30) days

Other terms the sale.

## 2. PUBLIC COMMENTS



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



June 13, 2019

Thomas Matuszko, Executive Director  
Berkshire Regional Planning Commission  
1 Fenn Street - Suite 201  
Pittsfield, MA 01201

Dear Mr. Matuszko:

The Massachusetts Department of Transportation (MassDOT) Office of Transportation Planning (OTP) has reviewed the draft Federal Fiscal Year (FFY) 2020 Unified Planning Work Program (UPWP) released by the Berkshire Metropolitan Planning Organization (MPO) on May 28, 2019. The following MassDOT comments include both general guidance and specific comments on the MPO's 3C planning process related to the content of this document as released for public review.

- Page i: Please include signatures lines for all MPO members on the signatory page.
- Page 5: Please briefly explain whether and how the results of the UPWP geographic equity analysis influenced the selection of UPWP tasks or will influence work in the future.
- Page 6: Please add "FFY 2014 – FFY 2019" to the titles of Tables 1-1 and 1-2.
- Page 9: Please spell out all acronyms, including MARPA and BRTA.
- Page 10: Within Task 1.1, "Management of the 3C Process," please provide more details regarding activity 7, "prepare an updated memorandum of understanding (MOU)," including to which MOU this refers and who the signatory parties are.
- Page 12: Within Task 1.3, "Public Participation," please reference MassDOT's Engage tool and indicate whether contributing to the outreach database will be an activity under this task.
- Page 15: Within Task 1.5, "TIP Development," please revise "2020 - 2024" to "2021 - 2025" under proposed activities. Additionally, please add to proposed activities - assistance with identifying potential CMAQ projects and preparing the materials required for CMAQ consultation.
- Page 23: Please remove the reference to GreenDOT, as this is now outdated.
- Page 23: Within Task 3.2, "Bicycle and Pedestrian Planning," please reference the MassDOT Bicycle and Pedestrian Plans, and explain whether and to what extent they will be used to inform the work within this task.
- Page 27: Within Task 3.5, "Safety Initiatives," please reference MassDOT's 2018 Strategic Highway Safety Plan, and explain whether and to what extent this plan will be used to inform the work within this task.



- Page 29: Please double check the budget for Task 3.7, "Passenger and Freight Rail Planning," as the current amounts stated for federal and state funding do not match the total amount.
- Page 30: Within Task 3.8, "Regional Performance Measures Assessments," please specify the federal performance measures the Berkshire MPO is required to adopt and reference participation in the MassDOT-led Performance Measures Subcommittee.
- Page 36: Within the budget summary table, please double check the total cost for Task 2.2, which includes a direct expense of \$8,000 that does not seem to be accounted for within the total cost included in the summary table. Additionally, the current amounts stated for federal and state funding do not match the total amount.

Please contact me at (857) 368-8865 or Derek Krevat at (857) 368-8868 if you have any questions.

Sincerely,



David Mohler  
Executive Director  
Office of Transportation Planning

Cc: Jeffrey McEwen, Division Administrator, Federal Highway Administration  
Peter Butler, Acting Regional Administrator, Federal Transit Administration  
Francisca Heming, District 1 Highway Director

**From:** Peter Traub <phtraub@nycap.rr.com>  
**Sent:** Friday, June 14, 2019 4:38 PM  
**To:** BRPC <info@berkshireplanning.org>  
**Subject:** Comments on Draft Regional Transportation Plan

Comments:

- No listing of all possible projects with ratings on how the proposed projects were selected.
- Who selected the projects to be included?
- Should the list of all projects be made public and let the public and have the public cast votes on priorities?
- The Unified Planning Work Program (UPWP) Activities does not specify who is responsible to do the activities. Who is responsible?
- There are many targets that are stated as "increase", "reduction" or "qualitative". How can these objectives be qualitatively evaluated?

Peter Traub  
197 Lake Shore Drive  
Cheshire, MA 01225

-----Original Message-----

**From:** Noah Pott <npott99@gmail.com>  
**Sent:** Thursday, June 13, 2019 1:51 PM  
**To:** BRPC <info@berkshireplanning.org>  
**Subject:** RTP and UPWP comment

Commenting on the 2020 RTP and UPWP:

Passenger rail in Berkshire County and across Massachusetts is an absolute must. Having a passenger service on the Housatonic Line between NYC and Pittsfield, as well as an upgraded and more reliable East/West service from Boston to Pittsfield will provide easy access for commuters and vacationers alike, and will also provide easy intra-county travel. Traveling by rail is objectively the most efficient form of travel, surpassing all other modes by a long shot. Having an efficient form of transportation in this day and age is absolutely critical.

Substantially more funding should also be acquired to electrify freight and passenger rail on the Housatonic Line, and the East/West line, as well as creating the infrastructure necessary for electric vehicles within Berkshire County. Electricity can be sourced by renewable energy, making traveling by rail or electric vehicle exponentially more efficient. Twelve years from now, our planet will be past the point of no return when it comes to climate change, unless we drastically make a change in terms of our energy and travel habits NOW. This should be of utmost priority.

Noah Pott, Great Barrington

### **3. TRANSPORTATION ACRONYMS**

ABP: Accelerated Bridge Program  
ADA: Americans with Disabilities Act  
ADT: Average Daily Traffic  
ATR: Automatic Traffic Recorder  
BMS: Bridge Management System  
BRTA: Berkshire Regional Transit Authority  
BRPC: Berkshire Regional Planning Commission  
CAAA: Clean Air Act Amendments of 1990  
CDBG: Community Development Block Grant  
CFR: Code of Federal Regulations  
CIP: Capital Investment Plan  
CMAQ: Congestion Mitigation and Air Quality  
CMP: Congestion Management Process  
CO: Carbon Monoxide  
COA: Council On Aging  
CPS: Corridor Planning Study  
CSS: Context Sensitive Solutions  
DCR: Department of Conservation and Recreation  
DDS: Department of Developmental Services  
DEP: Department of Environmental Protection  
DHCD: Department of Housing & Community Development  
DLTA: District Local Technical Assistance  
DOT: Department of Transportation  
DPH: Department of Public Health  
DTA: Division of Transitional Assistance  
EDA: Economic Development Administration  
EIR: Environmental Impact Report  
EIS: Environmental Impact Statement  
EJ: Environmental Justice  
ENF: Environmental Notification Form  
EOEEA: Executive Office of Energy and Environmental Affairs  
EOT: Executive Office of Transportation  
EPA: Environmental Protection Agency  
EPDO: Equivalent Property Damage Only  
FAA: Federal Aviation Administration  
FAST Act: Fixing America's Surface Transportation Act  
FHWA: Federal Highway Administration  
FO: Functionally Obsolete  
FRA: Federal Railroad Administration  
FTA: Federal Transit Administration  
GHG: Green House Gas  
GIS: Geographic Information System  
GPS: Global Positioning System  
HAZMAT: Hazardous Material  
HCM: Highway Capacity Manual  
HOV: High Occupancy Vehicle  
HPMS: Highway Performance Monitoring System  
HPP: High Priority Project  
HSIP: Highway Safety Improvement Program  
I&M: Inspection & Maintenance  
IM: Interstate Maintenance  
ITE: Institute of Transportation Engineers  
ITS: Intelligent Transportation Systems  
ISTEA: Intermodal Surface Transportation Efficiency Act of 1991  
JARC: Job Access Reverse Commute  
LOS: Level of Service

LPA: Local Planning Assistance  
LPMS: Local Pavement Management System  
MAC: Massachusetts Aeronautics Commission  
MARPA: Massachusetts Association of Regional Planning Agencies  
MARTA: Massachusetts Association of Regional Transit Authorities  
MassDOT: Massachusetts Department of Transportation  
MassGIS: Massachusetts Geographic Information System  
MBTA: Massachusetts Bay Transportation Authority  
MEMA: Massachusetts Emergency Management Agency  
MEPA: Massachusetts Environmental Policy Act  
MHC: Massachusetts Historical Commission  
MIS: Major Investment Study  
MISER: Massachusetts Institute for Social and Environmental Research  
MOU: Memorandum of Understanding  
MPO: Metropolitan Planning Organization  
MUTCD: Manual on Uniform Traffic Control Devices  
MWRA: Massachusetts Water Resources Authority  
NAAQS: National Ambient Air Quality Standards  
NEPA: National Environmental Policy Act  
NFA: Non Federal-Aid  
NHS: National Highway System  
NOx: Oxides of Nitrogen  
NTD: National Transit Database  
NTS: National Transportation System  
NTSB: National Transportation Safety Board  
OCI: Overall Condition Index (used with pavement)  
OTP: Office of Transportation Planning  
PCI: Pavement Condition Index  
PL: Metropolitan Planning funds (federal)  
PMS: Pavement Management System  
POP: Public Outreach Program  
PPP: Public Participation Plan  
PPP: Public / Private Partnership  
PRC: Project Review Committee  
PRWORA: Personal Responsibility & Work Opportunity Reconciliation Act  
PWED: Public Works/Economic Development  
RIF: Roadway Inventory Files  
RFP: Request For Proposal  
RFQ: Request For Qualifications  
ROW: Right Of Way  
RPA: Regional Planning Agency  
RSA: Roadway Safety Audit  
RTA: Regional Transit Authority  
RTP: Regional Transportation Plan  
SAFETEA-LU: Safe, Accountable, Flexible and Efficient Transportation Equity Act  
SAR: Strategic Assessment Report  
SD: Structurally Deficient  
SIP: State Implementation Plan (for Air Quality)  
SOV: Single Occupancy Vehicle  
SPR: Statewide Planning & Research  
STIP: State Transportation Improvement Program  
STP: Surface Transportation Program  
TAC: Transportation Advisory Committee  
TAZ: Transportation Analysis Zone  
TCM: Transportation Control Measures  
TDM: Travel Demand Management  
TEA-21: Transportation Equity Act for the 21st Century TEC: Transportation Evaluation Criteria  
TI: Transportation Improvement (in SAFETEA-LU)  
TIP: Transportation Improvement Program

TMA: Transportation Management Association  
TMC: Turning Movement Count  
TRB: Transportation Research Board  
TSM: Transportation Systems Management  
UPWP: Unified Planning Work Program  
VMS: Variable Message Sign  
VMT: Vehicle Miles of Travel