

# BERKSHIRE COUNTY METROPOLITAN PLANNING

## Unified Planning Work Program

*October 1, 2022 – September 30, 2023*

**DRAFT**



**BRPC**

Berkshire Regional Planning Commission



## **Unified Transportation Planning Work Program**

October 1, 2022 to September 30, 2023

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

June 2022

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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# Berkshire Metropolitan Planning Organization

June 2022

## MPO Signatories

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| Pittsfield         | The Honorable Linda Tyer<br>Representing Pittsfield (permanent member)<br>Ricardo Morales (first alternate)<br>Vacant (second alternate)  |
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| South<br>West      | James Lovejoy, Mount Washington<br>Rene Wood, Sheffield (alternate)   |



## MPO ENDORSEMENT:

**BERKSHIRE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED TRANSPORTATION PLANNING WORK PROGRAM  
2022-2023**

This is to certify that 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, 2022 and the MPO authorizes the Chairman to endorse the document on their behalf.

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Jamey Tesler  
MassDOT Secretary and CEO  
Berkshire MPO Chairman

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Date

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## 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  
 FFY: Federal Fiscal Year  
 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  
 ISTE: 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

# 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.

The work tasks within this UPWP reflect issues and concerns from transportation agencies at the federal, state and local levels. The UPWP continues BRPC's 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
- Preparation of a new RTP
- Performance based planning and performance measures
- Increased use of clean, alternative transportation modes
- Strategies to reduce GHG emissions
- Expansion of transit and rail service
- Monitor Berkshire Flyer pilot service
- Outreach and interregional coordination

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 way each planning task/activity applies to the factors is depicted in the following table.

| APPLICABILITY OF UPWP TASKS<br>TO METROPOLITAN PLANNING FACTORS |                                     |                              |   |   |   |   |   |   |   |   |    |
|---|-------------------------------------|------------------------------|---|---|---|---|---|---|---|---|----|
| Task<br>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   | Culvert Assessments                 | ✓                            | ✓ | ✓ | ✓ | ✓ |   | ✓ | ✓ | ✓ | ✓  |
| 3.4   | Regional Transit Planning           | ✓                            |   | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |
| 3.5   | Safety Initiatives                  | ✓                            | ✓ |   |   | ✓ |   | ✓ | ✓ | ✓ | ✓  |
| 3.6   | Climate Change                      | ✓                            | ✓ | ✓ |   | ✓ |   | ✓ | ✓ | ✓ | ✓  |
| 3.7   | Freight & Freight Rail Planning     | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |
| 3.8   | RTP and Performance Measures        | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |
| 3.9   | Berk Flyer Marketing & Monitoring   | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |
| 4.1   | Transportation and Land Use         | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |
| 4.2   | Local Technical Assistance          | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |
| 4.3   | Scenic Byway Projects               | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ |   | ✓ | ✓ | ✓  |
| 4.4   | Expansion of Transit & Rail Service | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |
| 4.5   | Outreach & Interregional Coord.     | ✓                            | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓  |

In addition to the FHWA's ten Planning Factors, tasks within the UPWP address the Planning Emphasis Areas jointly developed by FHWA and FTA on December 30, 2021. These Planning Emphasis Areas (PEAs) are intended to be utilized in the development of metropolitan and statewide planning and research programs. The PEAs encourage MPOs to focus on climate and clean energy, equity, complete streets, public involvement, Department of Defense coordination, Federal Land Management Agency coordination, planning and environmental linkages and data sharing in the transportation planning process.

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 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 2023, the Berkshire region's PL allocation is \$752,120. The UPWP meets FHWA's requirement that at least 33% of PL funds result in tangible products.

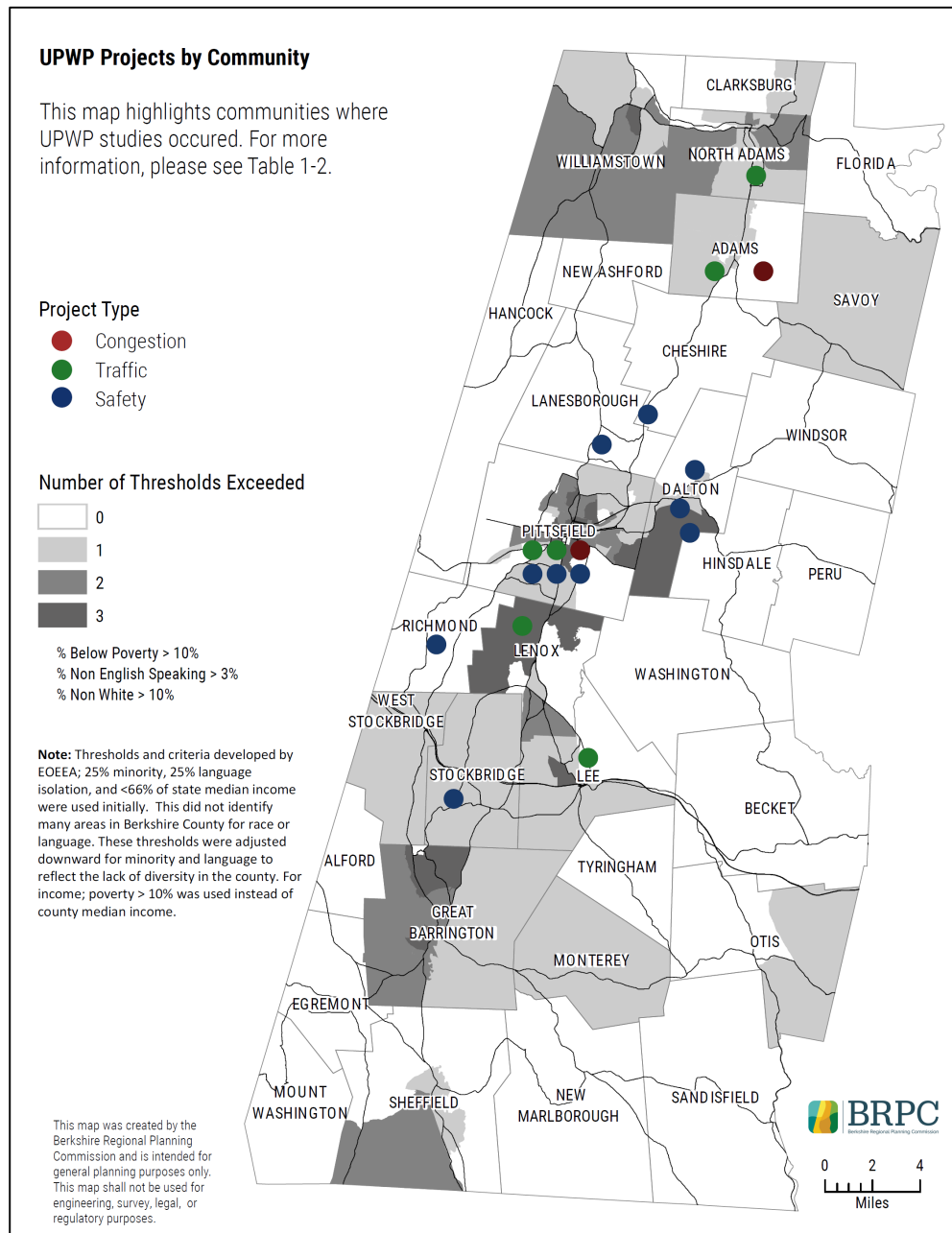
**Federal Transit Administration (FTA)/MassDOT/BRTA** -Two types of funds are available for transit planning in the Berkshire region. Section 5303 and Section 5307. Section 5303 funds are designated for the use of planning and technical studies related to urban mass transportation. They are passed from FTA through MassDOT to the regional planning agencies in the state. This FFY 2022 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 2022 through September 2023 |
| FTA/MASSDOT 5303 | October 2022 through September 2023 |

# 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.



**Table 1-1: FFY 2017-2022 Regional Projects Table**

| Regional Project                              | Month   | Year | FY      |
|---|---------|------|---------|
| TIP   |         |      | Annual  |
| UPWP  |         |      | Annual  |
| 2020 RTP                                      |         |      | FY 2019 |
| 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  |
| Travel & Tourism Berkshire County             | October | 2019 | FY2020  |
| EV Infrastructure Strategic Plan              | June    | 2021 | FY2021  |
| Bike Path Implementation Story Map            | June    | 2021 | FY2021  |
| Traffic Safety in Berkshire Town Centers      | January | 2022 | FY2022  |

**Table 1-2: FFY 2017-2022 Specific Studies**

| Project Name/description                       | Month     | Year | FY      | Community            |
|--|-----------|------|---------|----------------------|
| 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<br>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           |
| Main/East & South/Main RSA                     | September | 2019 | FY2019  | Stockbridge          |
| Dublin Rd & SR 41 RSA                          | November  | 2019 | FY2020  | Richmond             |
| E. Housatonic/Pomeroy Ave Traffic Study        | October   | 2020 | FY2021  | Pittsfield           |
| East Street (Route 9) RSA                      | April     | 2022 | FY2022  | 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.



From a social justice point of view, there is a strong correlation between where past projects /studies have occurred and Environmental Justice communities. There are only two instances of projects occurring in a community that has not met at least one environmental justice threshold. This also holds for new projects and studies which will occur with this FFY 2023 UPWP. While it may appear that many of the UPWP studies or projects may be focused on a select number of communities, each of the study efforts benefit all residents who travels to and within the urbanized area of Berkshire County. There has not been any instance 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  |
|--|---|
| Reallocation of budget funds when below 25% of total task cost                         | Addition or Removal of UPWP task(s)                               |
| Adjustment to a project scope  | Significant change in project scope, cost, and/or time allocation |
| Change in start/completion dates within the originally intended federal fiscal year(s) |   |

## 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. A full amendment to the UPWP including a public comment period and FHWA approval will be required for budget reallocations that exceed twenty five percent of the total task budget.

# Work Element 1:

## Management/Certification of 3-C 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 Act.
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.
7. Support FHWA and FTA 2021 Planning Emphasis Areas including coordination with the Department of Defense and Federal Land Agency's.

**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 annual report.

**SCHEDULE:**

1. Work on this task will be continuous throughout FFY 2023

**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>     | \$ 127,200/31,800 | \$ 159,000             | 160                    |
| <b>TOTAL</b>             | \$ 159,000        | \$ 159,000             | 160                    |

# Task 1.2 Unified Planning Work Program

## OBJECTIVE:

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

## PREVIOUS ACTIVITIES:

1. Monitor work schedule and budget for FFY 2022.
2. Draft a new UPWP for FFY 2022.

## PROPOSED ACTIVITIES:

1. Publish the UPWP.
2. Monitor, review and amend the Berkshire's FFY 2023 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 2024.

## PRODUCTS:

1. FFY 2024 UPWP Document.
2. Monitor work schedule and budget.
3. Amendments to the FFY 2023 UPWP as necessary.

## SCHEDULE:

1. Draft of FFY 2024 UPWP for MPO review – May 2023
2. MPO endorsement of FFY 2024 UPWP – June 2023
3. Federal agency approval of FFY 2024 UPWP – September 30, 2023

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total           | BRPC Staff Cost | BRPC Staff Days |
|-------------------|-----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$16,000/4,000  | \$20,000        | 22              |
| <b>TOTAL</b>      | <b>\$20,000</b> | <b>\$20,000</b> | <b>22</b>       |

# Task 1.3 Public Participation

## OBJECTIVES:

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. 2018 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 including virtual public involvement; 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.
6. Network with social service agencies, transportation providers, neighborhood groups, and community organizations to enhance outreach efforts.

## PRODUCTS:

1. Transportation articles for the BRPC newsletter, *Common Ground*.
2. Periodic updates to BRPC's webpage to maintain current information on transportation initiatives and projects.
3. Expanded public outreach efforts and media contacts.
4. 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.
5. Updated Public Participation Plan emphasizing virtual public involvement (VPI) techniques.
6. Meeting minutes.

## SCHEDULE:

1. Public Participation efforts will be ongoing throughout FFY 2023

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| <b>Funding Source(s)</b> | <b>Total</b>   | <b>BRPC Staff<br/>Cost</b> | <b>BRPC Staff<br/>Days</b> |
|--------------------------|----------------|----------------------------|----------------------------|
| <b>FEDERAL/STATE</b>     | \$16,000/4,000 | \$20,000                   | 22                         |
| <b>TOTAL</b>             | \$20,000       | \$20,000                   | 22                         |

# Task 1.4 Title VI and 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 to 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.
7. Advance racial equity and support for underserved and disadvantaged communities.

## PRODUCTS:

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

## SCHEDULE:

1. Work will be ongoing throughout FFY 2023
2. Annual Title VI report: December 31, 2023

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total           | BRPC Staff Cost | BRPC Staff Days |
|-------------------|-----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$12,000/3,000  | \$15,000        | 16              |
| <b>TOTAL</b>      | <b>\$15,000</b> | <b>\$15,000</b> | <b>16</b>       |



# 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 TAC and the MPO.

## PROPOSED ACTIVITIES:

1. Prepare the 2024-2028 Transportation Improvement Program utilizing the eSTIP application. Solicit the submittal of transportation improvement and CMAQ projects including the preparation of CMAQ consultation materials.
2. Inform, educate and collaborate with municipalities regarding the process of submitting projects for consideration in the TIP. Assist communities with preparing on-line project need/project initiation forms and advancing projects to project initiation by providing technical assistance in all stages of project development and implementing TIP projects.
3. Monitor status of projects in the TIP. Prepare amendments and adjustments, as necessary.

## PRODUCTS:

1. FFY 2024-2028 Transportation Improvement Program.
2. Amendments to the FFY 2023-2027 TIP as necessary

## SCHEDULE:

1. Draft of FFY 2023-2027 TIP for MPO review – March 2023
2. Draft FFY 2024-2028 TIP released by MPO for public comment- April 2023
3. MPO endorsement of FFY 2024-2028 TIP – May 2023
4. Federal agency approval of FFY 2024-2028 TIP – September 30, 2023

**COMMUNITY BENEFICIARY:** All Berkshire Communities

## BUDGET:

| Funding Source(s) | Total           | BRPC Staff Cost | BRPC Staff Days |
|-------------------|-----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$28,000/7,000  | \$35,000        | 38              |
| <b>TOTAL</b>      | <b>\$35,000</b> | <b>\$35,000</b> | <b>38</b>       |

# Work Element 2: Technical Support and 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 and the tasks included in this work element are linked to all other work elements of this UPWP. The work activities of this task will utilize tools and software available through MassDOT and include INRIX, Streetlight and Conveyal.

## 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 including road inventory file, bicycle facilities, sidewalks and traffic signals.
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 2023

### COMMUNITY BENEFICIARY:

All Berkshire County Communities

### BUDGET:

| <b>Funding Source(s)</b> | <b>Total</b>   | <b>BRPC Staff<br/>Cost</b> | <b>BRPC Staff<br/>Days</b> |
|--------------------------|----------------|----------------------------|----------------------------|
| <b>FEDERAL/STATE</b>     | \$11,200/2,800 | \$14,000                   | 17                         |
| <b>TOTAL</b>             | \$14,000       | \$14,000                   | 17                         |

## Task 2.2 Regional Data and 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; incorporate ACS data.
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.

### 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 bike share and passenger rail service.

### SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2023

### COMMUNITY BENEFICIARY:

All Berkshire County Communities

### BUDGET:

| Funding Source(s) | Total           | BRPC Staff Cost | BRPC Staff Days |
|-------------------|-----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$14,400/3,600  | \$18,000        | 17              |
| <b>TOTAL</b>      | <b>\$18,000</b> | <b>\$18,000</b> | <b>17</b>       |

# 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. Traffic counts will be conducted by a consultant selected in accordance with Chapter 30B

## PREVIOUS ACTIVITIES:

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

## PROPOSED ACTIVITIES:

1. Administer 2023 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, including bicycle and pedestrian counts.
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. 2022 Traffic Count Report – Winter 2022
2. Collect traffic data – Summer 2023

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s)                           | Total          | BRPC Staff Cost | BRPC Staff Days |
|---|----------------|-----------------|-----------------|
| <b>FEDERAL/STATE</b>                        | \$16,800/4,200 | \$21,000        | 20              |
| Traffic Counting Consultant Direct Expense* | \$6,000/1,500  |                 | --              |
| <b>TOTAL</b>                                | \$28,500       | \$21,000        | 20              |

\*Direct expense to be funded with PL funds

# 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 Greenhouse 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 updated 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 2023.

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total          | BRPC Staff Cost | BRPC Staff Days |
|-------------------|----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$13,200/3,300 | \$16,500        | 25              |
| TOTAL             | \$16,500       | \$16,500        | 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:

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.
9. Participate in MassDOT's statewide PMS evaluation initiative

## 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:

1. Work on this task will begin in Fall 2022 and continue through Spring 2023.

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total           | BRPC Staff Cost | BRPC Staff Days |
|-------------------|-----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$16,000/4,000  | \$20,000        | 30              |
| <b>TOTAL</b>      | <b>\$20,000</b> | <b>\$20,000</b> | <b>30</b>       |

# 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. The MPO will provide input on the selection of activities to be pursued.

1. Autonomous vehicles; research potential impacts on rural areas.
2. Micro-mobility implementation plan and pilot program.
3. Regional Bottlenecks – Identification of locations experiencing regularly recurring congestion in the Region, perform intersection analyses and discussion of low-cost solutions to mitigate traffic conditions.
4. Downtown Lee roundabout evaluation – Main St./Park and West Park St.
5. Post pandemic impact on transportation systems
6. Electric Vehicle charging station coordination and implementation
7. Housatonic Line Intra-County service feasibility study.

### 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 2023.

### COMMUNITY BENEFICIARY:

All Berkshire County Communities.



**BUDGET:**

| <b>Funding Source(s)</b> | <b>Total</b>   | <b>BRPC Staff<br/>Cost</b> | <b>BRPC Staff<br/>Days</b> |
|--------------------------|----------------|----------------------------|----------------------------|
| <b>FEDERAL/STATE</b>     | \$36,000/9,000 | \$45,000                   | 80                         |
| <b>TOTAL</b>             | \$45,000       | \$45,000                   | 80                         |

# 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. Assist in efforts to further the Adventure Trail and Bennington trolley line trail.
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. Assist communities with MassDOT Safe Routes to School Program.
7. Work with municipalities, MassDOT, and other interested parties to identify areas that would benefit from bicyclist and pedestrian counts.
8. Identify areas of concern for bicycle and pedestrian safety, walkability and ADA compliance; develop scoping report for bike and pedestrian safety plan.
9. Participation in Bay State Bike Week, Bay State Greenway and Western New England Greenway bikeway initiatives.
10. Ashuwillticook bicycle trail planning – Adams-N Adams segment.
11. Participate in statewide bicycle and pedestrian planning initiatives; review MassDOT Bicycle and Pedestrian plans to inform the work within this task.
12. Activities that further alternative mode use including bicycle parking and bike sharing programs.
13. Actions which promote active and healthy lifestyles.

## PRODUCTS:

1. Technical assistance to municipalities on Complete Street related matters.
2. Recommendations of capital improvements for TIP consideration that advance the Healthy Transportation Compact and GreenDOT mode shift goals.
3. Bike and Pedestrian Safety Plan scoping report 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.

**SCHEDULE:**

1. Support/coordination/outreach efforts will be ongoing throughout FFY 2023.
2. Bike and Pedestrian Safety Plan scoping report: Summer 2023.

**COMMUNITY BENEFICIARY:**

All Berkshire County Communities

**BUDGET:**

| <b>Funding Source(s)</b> | <b>Total</b>   | <b>BRPC Staff<br/>Cost</b> | <b>BRPC Staff<br/>Days</b> |
|--------------------------|----------------|----------------------------|----------------------------|
| <b>FEDERAL/STATE</b>     | \$36,200/9,800 | \$49,000                   | 75                         |
| <b>TOTAL</b>             | \$49,000       | \$49,000                   | 75                         |

## Task 3.3 Culvert Assessments

### OBJECTIVE:

Assess and evaluate the condition of road-stream crossing infrastructure (culverts and small bridges) as it relates to the impacts of climate change, to maintain current information on the condition of roadway assets and to identify candidate replacement projects. This task is focused on addressing both infrastructure condition and system reliability national performance goals from FAST performance measures.

### PREVIOUS ACTIVITIES:

1. Compilation of stream crossing data including location and condition of county-wide road stream crossings.
2. Assemble stream crossing data from municipalities including aquatic organism passage (AOP) scores using the North Atlantic Aquatic Connectivity Collaborative (NAACC) database.
3. Road stream crossing assessment for town of Cheshire, MA.

### PROPOSED ACTIVITIES:

1. Perform culvert assessments and update BRPC's and NAAC's stream crossing databases.
2. Work with MVP designated communities to assist in performing stream crossing assessments identified through the MVP planning process.
3. Participate in stream crossing assessment training to expand technical capabilities and stay abreast of best management practices (BMPs) related to replacement projects.
4. Maintain communication and collaboration with staff from the Division of Ecological Restoration (DER), Housatonic Valley Association, Berkshire Environmental Action Team on other relevant agencies on data gathering, BMPs and prospective stream crossing projects.
5. Assist in efforts related to Massachusetts Stream Crossing Standards and aid communities seeking financial assistance for new projects.
6. Work with MassDOT and municipalities to identify vulnerable assets and prioritize projects as part of culvert vulnerability assessments.
7. Assist communities gaining access to MVP and participate in efforts to improve efficiency and to reduce costs of culverts and bridges.

### PRODUCTS:

1. Data and guidance materials for communities related to road-stream crossing infrastructure.
2. Stream crossing data containing the following: facility attributes, condition, historical flooding, damage, repair, and maintenance costs.
3. Berkshire County municipal culvert database containing condition and location information on all culverts and small bridges.

### SCHEDULE:

1. Work on this task will continue through FFY 2023; data collection will occur in the fall, spring, and summer.

### COMMUNITY BENEFICIARY:

All Berkshire County Communities

### BUDGET:

| Funding Source(s) | Total | BRPC Staff Cost | BRPC Staff Days |
|-------------------|-------|-----------------|-----------------|
|-------------------|-------|-----------------|-----------------|

|                      |              |          |    |
|----------------------|--------------|----------|----|
| <b>FEDERAL/STATE</b> | \$11,200,800 | \$14,000 | 20 |
| <b>TOTAL</b>         | \$14,000     | \$14,000 | 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.
5. Prepare the TIP Transit Element.

## 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 to improve mobility and transit options for Berkshire County residents.
5. Update Berkshire County Coordinated Human Services Transportation Plan.
6. Assist BRTA w fleet electrification planning efforts.

## 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.
2. Prepare Transit Element for FFY 2023-2027 Transportation Improvement Program.
3. Amendments to the FFY 2022-2026 TIP as necessary
4. Updated Coordinated Human Services Plan

## SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2023.
2. Completion of Coordinated Human Services Plan – November 2023

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total            | BRPC Staff Cost | BRPC Staff Days |
|-------------------|------------------|-----------------|-----------------|
| FEDERAL/STATE     | \$36,000/\$9,000 | \$45,000        | 46              |
| <b>TOTAL</b>      | <b>\$45,000</b>  | <b>\$45,000</b> | <b>46</b>       |

## 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; participate in road safety audits
3. Prioritize future year HSIP projects.
4. Work with MassDOT OTS on enhancements to IMPACT and utilize this data portal in safety analyses.
5. Identification of other potential safety improvements focused on distracted driving.
6. Participate in statewide traffic safety efforts.

### 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.

### SCHEDULE:

1. Work on this task will occur intermittently during FFY 2023.

### 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        | 46              |
| <b>TOTAL</b>      | <b>\$21,000</b> | <b>\$21,000</b> | <b>46</b>       |

## Task 3.6 Climate Change

### OBJECTIVE:

Evaluate the potential impacts of Climate Change on regional transportation facilities with an emphasis on improving the resiliency and reliability of the transportation system along with mitigating climate change and storm water impacts on surface transportation. Participate in efforts related to climate change and the Carbon Reduction Program. This task is directed towards addressing 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
3. Transportation Climate Initiative

### PROPOSED ACTIVITIES:

1. Participate in activities focused on reducing the impact of climate change attributed to the transportation sector.
2. Coordinate with recommendations developed through the Hazard Mitigation Planning process, Green Communities program, Municipal Vulnerability Preparedness planning, and other related activities.
3. Assist in efforts related to Massachusetts Stream Crossing Standards and aid communities seeking financial assistance for new projects.
4. Work with MassDOT and municipalities to identifying vulnerable assets and prioritize projects as part of its Climate Vulnerability Assessment.
5. Actively promote and work with municipalities to identify and implement model green infrastructure strategies.
6. Promote electric vehicle acquisition and charging infrastructure development and provide assistance to Berkshire municipalities pursuing private/state-funded incentives. Work toward implementing Berkshire Electric Vehicle Charging Station Plan recommendations.
7. Assist in efforts to reduce GHG emissions from public transportation sources and provide assistance to BRTA in identifying and assessing the viability of implementing electric buses/alternative fuel buses.
8. Assist communities to gain access to the MVP program and participate in efforts to improve efficiency and reduce costs of culverts and bridges.
9. Participate in the development of a Carbon Reduction Strategy

### PRODUCTS:

1. Research and data collection that supports updates to Massachusetts Stream Crossing Standards.
2. Implementation of model green infrastructure strategies in selected communities.
3. Data to support electric vehicle charging infrastructure and electric vehicle supply equipment (EVSE) related to municipal and public transportation electric vehicle implementation efforts.

### SCHEDULE:

1. Work on this task will continue in FFY 2023.
2. In consultation with MassDOT, develop Carbon Reductions Strategy; November 2023

### COMMUNITY BENEFICIARY:

All Berkshire County Communities

### BUDGET:



| <b>Funding Source(s)</b> | <b>Total</b>   | <b>BRPC Staff<br/>Cost</b> | <b>BRPC Staff<br/>Days</b> |
|--------------------------|----------------|----------------------------|----------------------------|
| <b>FEDERAL/STATE</b>     | \$36,800/9,200 | \$46,000                   | 75                         |
| <b>TOTAL</b>             | \$46,000       | \$46,000                   | 75                         |

# Task 3.7 Freight and Freight Rail Planning

## OBJECTIVE:

Evaluate the adequacy of the regional transportation system to effectively and efficiently provide roadway and rail improvements that support goods movement and the economy. 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 2018 Massachusetts Freight Plan.

## PROPOSED ACTIVITIES:

1. Participate in regional, statewide, and multi-state efforts that address freight rail.
2. Participate in regional, statewide, and multi-state efforts that address freight and goods movement.
3. Engage local decision-makers and stakeholders on freight rail planning and goods movement.
4. Review and comment on federal and statewide rail plans, programs, legislation, regulations, and guidelines.
5. Participate in MassDOT's truck parking 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.
3. Updated list of shippers and warehouses within Berkshire County.

## SCHEDULE:

1. Work on this task will be continuous throughout 2022.

## 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        | 28              |
| TOTAL             | \$16,000       | \$16,000        | 28              |

# Task 3.8 Regional Transportation Plan and Performance Measures

## OBJECTIVE:

Prepare a regional transportation plan which includes a comprehensive overview of regional transportation goals, status of existing systems, needs assessment and recommendations for improvements to benefit all transportation modes. This plan will be developed incorporating performance-based planning and address national performance goals and emphasis areas. Additionally, this task supports the monitoring and reporting requirements of performance measures and targets. Data collected under several UPWP tasks will be used to identify the progress in meeting performance measures and targets.

## PREVIOUS ACTIVITIES:

1. Berkshire Regional Transportation Plan
2. TIP Transportation Evaluation Criteria – Revised 2011
3. Pavement Management Program
4. 2020 RTP and TIP Performance Measures and Targets

## PROPOSED ACTIVITIES:

1. Public outreach
2. Needs assessment/alternative analysis
3. Fiscal analysis
4. Document preparation
5. MPO endorsement
6. Analyze and track data to identify the progress in meeting regional performance measures.
7. Monitor and participate in Performance Management Subcommittee meetings.
8. Develop updates to the regional performance measures as necessary to coincide with statewide performance measures and FAST Act requirements.

## PRODUCTS:

1. Regional performance measures and reporting updates.
2. 2025 Regional Transportation Plan

## SCHEDULE:

1. Work will be ongoing throughout 2022 and continue with RTP adoption in Summer 2023

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total          | BRPC Staff Cost | BRPC Staff Days |
|-------------------|----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$35,200/8,800 | \$44,000        | 82              |
| TOTAL             | \$44,000       | \$44,000        | 82              |

# Task 3.9 Berkshire Flyer Marketing and Service Monitoring

## OBJECTIVES:

To assist with promoting and monitoring the Berkshire Flyer rail service pilot program. Continue with implementation of recommendations outlined in prior study efforts to ensure success of this new rail service and assist in coordination efforts with MassDOT and Amtrak for this service.

## PREVIOUS ACTIVITIES:

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

## PROPOSED ACTIVITIES:

1. Develop and conduct Berkshire Flyer customer satisfaction survey.
2. Convene the Berkshire Flyer working group to assess first year service and implement measures to increase ridership and increase rider satisfaction.
3. Continue with efforts to improve first/last mile transportation options.
4. Address unanticipated issues related to the pilot service.
5. Collect and compile ridership data.

## PRODUCTS:

1. Rider satisfaction survey analysis.
2. Berkshire Flyer pilot service ridership report.

## SCHEDULE:

1. Work on this task will commence immediately and continue through the inaugural year of the Berkshire Flyer, FFY 2023.

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total            | BRPC Staff Cost | BRPC Staff Days |
|-------------------|------------------|-----------------|-----------------|
| FEDERAL/STATE     | \$20,800/\$5,200 | \$26,000        | 30              |
| STATE             | \$26,000         | \$26,000        | 30              |

## 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.
7. Assist and participate in activities that support economic development.

#### 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 2023.

#### 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>     | \$14,400/3,600 | \$18,000               | 24                     |
| <b>TOTAL</b>             | \$18,000       | \$18,000               | 24                     |

# 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 2023.

## COMMUNITY BENEFICIARY:

All Berkshire County Communities

## BUDGET:

| Funding Source(s) | Total          | BRPC Staff Cost | BRPC Staff Days |
|-------------------|----------------|-----------------|-----------------|
| FEDERAL/STATE     | \$17,200/4,300 | \$21,500        | 33              |
| TOTAL             | \$21,500       | \$21,500        | 33              |

## Task 4.3 Scenic Byway Projects

### OBJECTIVE:

To preserve, improve and enhance the region's Scenic Byways. To gain national designation for the Mohawk Trail Scenic Byway.

### 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
7. Federal designation of Mohawk Trail Scenic Byway

### 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.
5. Stay current on National Scenic Byway funding opportunities.

### 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 2023.

### COMMUNITY BENEFICIARY:

Town of Becket, Town of Lee, Town of Lenox, Town of Williamstown, Town of Florida, City of North Adams

### BUDGET:

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



# Task 4.4 Expansion of Transit and Rail Service

## OBJECTIVES:

To assist in efforts related to identifying revisions to fixed routes and/or expansion of existing fixed routes and paratransit services to enhance the mobility of residents in Berkshire County. To continue to advocate for increased public transit options in the region including first and last mile transportation needs. Continue to advocate for increased passenger rail service to improve the mobility of people and prepare for the regional rail service. To assist in efforts to create and implement a Transportation Management Association to address employment-based transportation needs.

## PREVIOUS ACTIVITIES:

1. BRTA Shared Ride Access to Work Study
2. BRTA Regional Transit Plan 2015
3. Berkshire Passenger Rail Station Location and Design Analysis
4. Berkshire TMA Feasibility Study
5. East/West Rail Study

## PROPOSED ACTIVITIES:

1. Work with BRTA to continue pursuing expanded transit service in the region.
2. Continue to pursue opportunities that will enhance transportation options for the underserved.
3. Assist with implementing micro-transit to address first and last mile and employment-based transportation needs.
4. Continue efforts to identify and further efforts to implement East/West Rail service.
5. Participate in efforts related to the creation the Western Mass. Inner-city Rail Authority.
6. Continue working with stakeholders on re-establishing passenger rail service on the Housatonic Line.
7. Participate in the Northern Tier Rail Study.

## PRODUCTS:

1. Expanding fixed route service and demand response systems in Berkshire County.
2. Increased transit ridership.
3. Participation in rail studies and related efforts to increase passenger rail service in Berkshire County.

## SCHEDULE:

1. Participation in these efforts will be continual throughout FFY 2023.

## 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              |
| TOTAL             | \$25,000       | \$25,000        | 36              |

# Task 4.5 Outreach and Interregional Coordination

## OBJECTIVES:

To participate in interregional and statewide efforts, inform and promote initiatives through these interregional efforts or BRPCs transportation work program to agencies, organizations, or municipalities. To work with neighboring regions on tasks, work plans and implementations plans and projects. To work with local stakeholders on efforts to support healthy transportation, improve regional health outcomes and address needs of elderly residents.

## PREVIOUS ACTIVITIES:

1. MARPA representation and related subcommittees
2. Age Friendly Berkshires and Be Well Berkshires
3. Comprehensive Economic Development Plan
4. Berkshire Blueprint
5. Rural Policy Advisory Committee

## PROPOSED ACTIVITIES:

1. Work cooperatively with MassDOT and MARPA to address interregional and statewide transportation planning and funding issues.
2. Conduct presentations to inform public officials, advocacy groups and stakeholders on innovative transportation efforts and funding issues.
3. Work with Pioneer Valley Planning Commission, Franklin Regional Council of Governments, Central Massachusetts Regional Planning Commission, and other organizations on interregional projects including scenic byway planning, passenger rail planning, and interregional bike planning.
4. Collaborate and coordinate with state and regional entities to address economic and transportation issues resulting from the COVID 19 pandemic.

## PRODUCTS:

1. Applicable agreements and statements of support related to transportation planning and funding issues.
2. A well inform public on transportation planning efforts, funding and innovative programs.
3. Innovative interdisciplinary approaches to address healthy transportation and senior transportation needs.
4. Improved local economy benefited from interdisciplinary collaboration.
5. Assistance to economic development initiatives including travel and tourism to counteract impacts from the COVID 19 pandemic
6. Implementation of recommendations contained in local rapid recovery plans.

## SCHEDULE:

1. Education, outreach, and interregional coordination will occur continually throughout FFY 2022.

## COMMUNITY BENEFICIARY:

All Berkshire County Communities and adjoining regions

## BUDGET:

| Funding Source(s) | Total | BRPC Staff Cost | BRPC Staff Days |
|-------------------|-------|-----------------|-----------------|
|-------------------|-------|-----------------|-----------------|

|                      |                |          |    |
|----------------------|----------------|----------|----|
| <b>FEDERAL/STATE</b> | \$11,696/2,924 | \$14,620 | 20 |
| <b>TOTAL</b>         | \$14,620       | \$14,620 | 20 |

# Direct Expense

As shown in the Funding Profile on the following page, a total of \$17,500 in Direct Expense is identified in the 2023 UPWP. Of these direct expenses:

- \$17,500 is provided via the FHWA/MassDOT PL contract

# Funding Profile

## BERKSHIRE METROPOLITAN PLANNING ORGANIZATION 2023 UNIFIED PLANNING WORK PROGRAM

### PRELIMINARY BUDGET

|   |  | TOTAL          |
|---|--|----------------|
| <b>Management &amp; Certification</b>           |  |                |
| 1.1 Management of the 3C Process                |  | 159,000        |
| 1.2 UPWP  |  | 20,000         |
| 1.3 Public Outreach                             |  | 20,000         |
| 1.4 Title VI & EJ                               |  | 15,000         |
| 1.5 TIP Development                             |  | 35,000         |
| <b>Subtotal</b>                                 |  | <b>249,000</b> |
| <b>Technical Support</b>                        |  |                |
| 2.1 GIS, Mapping & Graphics                     |  | 14,000         |
| 2.2 Regional Data & Analysis                    |  | 18,000         |
| 2.3 Traffic and Travel Data                     |  | 21,000         |
| 2.4 Travel Forecasting & GHG Analysis           |  | 16,500         |
| 2.5 Pavement Management                         |  | 20,000         |
| <b>Subtotal</b>                                 |  | <b>89,500</b>  |
| <b>Planning Studies</b>                         |  |                |
| 3.1 Special Studies                             |  | 45,000         |
| 3.2 Bicycle & Pedestrian Planning               |  | 49,000         |
| 3.3 Culvert Assessments                         |  | 14,000         |
| 3.4 Regional Transit Planning                   |  | 45,000         |
| 3.5 Safety Initiatives                          |  | 21,000         |
| 3.6 Climate Change                              |  | 46,000         |
| 3.7 Freight & Freight Rail                      |  | 16,000         |
| 3.8 RTP Planning & Performance Measures         |  | 44,000         |
| 3.9 Berkshire Flyer Implementation & Monitoring |  | 26,000         |
| <b>Subtotal</b>                                 |  | <b>306,000</b> |
| <b>Other Activities</b>                         |  |                |
| 4.1 Transportation/ Land Use Planning           |  | 18,000         |
| 4.2 Local Technical Assistance                  |  | 21,500         |
| 4.3 Scenic Byway Projects                       |  | 10,000         |
| 4.4 Expansion of Transit and Rail Service       |  | 25,000         |
| 4.5 Outreach & Intergovernmental Coordination   |  | 14,620         |
| <b>Subtotal</b>                                 |  | <b>89,120</b>  |
| <b>BRPC Direct Expenses</b>                     |  |                |
|   |  | 17,500         |
| <b>TOTAL FUNDS</b>                              |  | <b>751,120</b> |

# UPWP Staff Listing

| POSITION                            | NAME   | ESTIMATED<br>%TIME                           |
|-------------------------------------|--|--|
| Executive Director                  | Tom Matuszko   | < 1%   |
| Transportation<br>Program Manager   | Clete Kus  | 99%  |
| Principal<br>Transportation Planner | Anuja Koirala  | 99%  |
| Senior<br>Transportation Planner    | Nicolas Russo  | 95%  |
| Transportation<br>Planner           | Justin Gilmore   | 95%  |
| Other Planners                      | Patricia Mullins<br>Emily Lange<br>Melissa Provencher<br>Courteny Morehouse<br>Vacant Planner<br>Laura Brennan | 2 -- 25%<br>2%<br>4%<br>2%<br>4%<br>2%<br>2% |
| GIS Coordinator                     | Mark Maloy   | 20%  |
| Office Manager                      | Marianne Snizek  | < 1%   |

# **Berkshire Regional Planning Commission Revenue Sources for Fiscal Year 2023**

## FY 2023 PROJECTED BUDGET - REVENUE - May 5, 2022

Berkshire Regional Planning Commission

5.06.2021

5.05.2022

| PROJECTED REVENUES   | FY2022<br>APPROVED | FY2023<br>Recommended |              |
|--|--------------------|-----------------------|--------------|
| Outsource GIS Planner                                      | \$ 11,000          | \$ 11,000             | <sup>1</sup> |
| Brownfield Revolving Loan Fund                             | \$ 17,000          | \$ 17,000             | <sup>2</sup> |
| Berkshire Bike Path Council Support                        | \$ 1,500           | \$ 1,000              |              |
| Berkshire Public Health Alliance Inspections               | \$ 88,075          | \$ 102,000            |              |
| Berkshire Public Health Alliance Nursing                   | \$ 75,865          | \$ 86,443             |              |
| BRPC Non-profit - Berkshires Tomorrow                      | \$ 719             | \$ 0                  |              |
| Rest of River Coordination                                 | \$ 110,000         | \$ 100,000            |              |
| Online Burn Permits  | \$ 1,500           | \$ 2,700              |              |
| Berk. County Boards Of Health Assoc. Support Services      | \$ 10,000          | \$ 11,000             |              |
| FDA Regional Food Safety Permitting and Inspection         | \$ 23,804          | \$ 0                  |              |
| Cheshire Master Plan Support                               | \$ 2,507           | \$ 0                  |              |
| Adams Brownfield Assessment                                | \$ 1,013           | \$ 464                |              |
| Lee Brownfield Assessment                                  | \$ 4,042           | \$ 0                  |              |
| Lanesborough Shared Economic Planner                       | \$ 10,000          | \$ 10,000             | <sup>1</sup> |
| Transportation Planning                                    | \$ 677,844         | \$ 686,990            |              |
| Great Barrington Shared Economic Planner                   | \$ 25,000          | \$ 25,000             | <sup>1</sup> |
| Lanesborough Stormwater Management Plan                    | \$ 0               | \$ 13,605             |              |
| Berkshire Brownfield Assessment - Great Barrington         | \$ 1,764           | \$ 0                  |              |
| Berkshire Brownfield Assessment - North Adams              | \$ 3,830           | \$ 447                |              |
| Richmond Shared Economic Planner                           | \$ 10,000          | \$ 10,000             | <sup>1</sup> |
| Lanesborough Mall Redevelopment                            | \$ 5,000           | \$ 0                  |              |
| Adams Shared Economic Planner                              | \$ 10,000          | \$ 10,000             | <sup>1</sup> |
| BLIC Berkshire United Way                                  | \$ 0               | \$ 20,000             |              |
| Berkshire Benchmarks - Berkshire United Way                | \$ 14,446          | \$ 10,000             |              |
| Emergency Preparedness Planning                            | \$ 150,908         | \$ 152,788            | <sup>2</sup> |
| Medical Reserve Corps - Berkshire Medical                  | \$ 23,083          | \$ 22,056             | <sup>2</sup> |
| Medical Reserve Corps - Franklin County                    | \$ 23,083          | \$ 22,056             | <sup>2</sup> |
| Cheshire/New Marlborough CDBG FY 19                        | \$ 5,000           | \$ 0                  |              |
| Dalton Stormwater Management Support                       | \$ 0               | \$ 11,000             |              |
| Berkshire County Sheriff's Office - Opioid Prevention      | \$ 25,000          | \$ 25,000             | <sup>1</sup> |
| Office of Juvenile Justice Delinquency Prevention (Opioid) | \$ 42,475          | \$ 0                  |              |
| Adams Brownfields Clean Up                                 | \$ 6,422           | \$ 8,020              |              |
| District Local Technical Assistance                        | \$ 224,214         | \$ 239,782            | <sup>2</sup> |
| DOER - Affordable Access to Regional Coordination          | \$ 57,107          | \$ 0                  |              |
| Group Purchasing   | \$ 75,000          | \$ 75,000             |              |
| Lenox Economic Planner                                     | \$ 29,000          | \$ 20,000             | <sup>1</sup> |
| Regional Energy Planning Assistance                        | \$ 0               | \$ 22,223             |              |
| Sheffield New Marlborough Otis - CDBG                      | \$ 3,400           | \$ 0                  |              |
| Milltown / Outdoor Recreation Plan 2022                    | \$ 0               | \$ 14,605             |              |
| OPIOID Prevention North County                             | \$ 29,400          | \$ 12,113             |              |
| Food Safety Retail Standards #3                            | \$ 7,323           | \$ 0                  |              |
| Food Safety Retail Standards 2020 #1 Washington            | \$ 0               | \$ 3,000              |              |
| Food Safety Program 21 - Egremont                          | \$ 0               | \$ 2,500              |              |
| AFDO/FDA - Alliance Strategic Plan - Egremont              | \$ 0               | \$ 2,500              |              |
| Food Safety Retail Standards 2020 #2 Egremont              | \$ 2,519           | \$ 2,026              |              |
| Food Safety Retail Standards Re-assessment Sheffield       | \$ 0               | \$ 2,500              |              |
| Food Safety Retail Standards 2020 #3 Williamstown          | \$ 2,837           | \$ 2,669              |              |
| Alliance Food Safety Program Assessment - Adams            | \$ 0               | \$ 2,500              |              |
| Overdose Data to Action                                    | \$ 85,345          | \$ 0                  |              |
| Berkshire Public Health Alliance Administration            | \$ 20,000          | \$ 0                  |              |
| Nonpoint Source Regional Coordinator                       | \$ 53,909          | \$ 14,531             |              |



## FY 2023 PROJECTED BUDGET - REVENUE - May 5, 2022

Berkshire Regional Planning Commission

5.06.2021

5.05.2022

| PROJECTED REVENUES  | FY2022<br>APPROVED | FY2023<br>Recommended   |
|---|--------------------|-------------------------|
| HEALing Community Study   | \$ 55,594          | \$ 0                    |
| HEALing Community Study year 3  | \$ 0               | \$ 387,775              |
| Community Health Improvement Planning                                     | \$ 86,837          | \$ 137,300              |
| Health Equity in Pittsfield Green Planning                                | \$ 221,069         | \$ 229,393              |
| Coalition for Public Health (WMPHA)                                       | \$ 4,000           | \$ 4,000                |
| Adams - CDBG Covid-19 (DHCD through the CARES Act of 2020)                | \$ 13,632          | \$ 0                    |
| Lenox - CDBG Covid-19 (DHCD through the CARES Act of 2020)                | \$ 12,032          | \$ 0                    |
| USDA Forest Services - MTWP Forest Services Program Forest Resilience     | \$ 40,013          | \$ 0                    |
| Peru- Hazard Mitigation   | \$ 7,850           | \$ 0                    |
| Williamstown MTWP Forest Stewardship, Resilience/Climate Adaptation       | \$ 236,403         | \$ 0                    |
| West Stockbridge Master Plan - ZA - Zoning Amendments                     | \$ 27,014          | \$ 0                    |
| Stockbridge - Outsource Planner   | \$ 0               | \$ 9,952                |
| Mass Trails - Mountain Biking   | \$ 25,558          | \$ 12,161               |
| Otis Municipal Vulnerability  | \$ 8,518           | \$ 0                    |
| Dalton/CDBG   | \$ 224,906         | \$ 0                    |
| Northampton Health Dpt-Comprehensive Opioid/Stimulant/Substance Abuse     | \$ 30,000          | \$ 29,535               |
| Mass Dept of Elementary and Secondary Education Remote Learning           | \$ 155,462         | \$ 0                    |
| DHCD - LRRP - Local Rapid Recovery Program                                | \$ 180,572         | \$ 0                    |
| EDA COVID-19 Regional Recovery Project                                    | \$ 527,885         | \$ 505,615              |
| Mass Dept of Elementary and Secondary Education Regional 2021             | \$ 126,979         | \$ 0                    |
| NEAETC, Community Research Initiative of New England, Inc. Hepatitis C V  | \$ 20,000          | \$ 25,000 <sup>3</sup>  |
| DHCD - LRRP - Local Rapid Recovery Program SPE Subject Matter Experts     | \$ 62,150          | \$ 0                    |
| BARR Berkshire County Education Task Force Planning                       | \$ 100,000         | \$ 62,482               |
| BARR BCETF - Action Plan to Implement Portrait of a Graduate              | \$ 190,000         | \$ 0                    |
| Substance Misuse Prevention Grant Program & Overdose Data to Action       | \$ 40,000          | \$ 140,000 <sup>3</sup> |
| Great Barrington Brownfields Clean-up                                     | \$ 0               | \$ 25,569 <sup>3</sup>  |
| Great Barrington Green Communities  | \$ 5,913           | \$ 0 <sup>3</sup>       |
| BOAPC Substance Abuse Prevention Webinar                                  | \$ 0               | \$ 4,900                |
| DPH Shared Services   | \$ 0               | \$ 300,000              |
| Public Health After Action Report (Pandemic)                              | \$ 10,000          | \$ 0                    |
| Berkshire Early Childhood Community Circle                                | \$ 0               | \$ 107,150              |
| EPA Healthy Communities   | \$ 0               | \$ 17,026               |
| Local Health Support Contract Tracing                                     | \$ 0               | \$ 250,000              |
| Lenox MVPA 22   | \$ 0               | \$ 160,656              |
| Housatonic Valley Association - Culvert                                   | \$ 0               | \$ 25                   |
| Housatonic Valley Association - Municipal Culvert Replacement Cooperative | \$ 0               | \$ 5,571                |
| Clarksburg Municipal Vulnerability Program                                | \$ 0               | \$ 12,105               |
| Clarksburg Green Community  | \$ 0               | \$ 6,565                |
| MassCEC Capacity Building Program   | \$ 0               | \$ 17,055               |
| Cheshire Stormwater Support   | \$ 0               | \$ 13,000 <sup>2</sup>  |
| Windsor Master Plan   | \$ 0               | \$ 11,996               |
| Earmark Housing   | \$ 0               | \$ 45,010 <sup>3</sup>  |
| Williamstown Housing Needs Assessment                                     | \$ 0               | \$ 3,435                |
| Williamstown Open Space and Recreation Plan                               | \$ 0               | \$ 2,909                |
| Becket Open Space and Recreation Plan                                     | \$ 0               | \$ 1,246                |
| Economic Development District   | \$ 0               | \$ 70,000               |
| New England Rural Health Association - Rural Vaccine Equity               | \$ 0               | \$ 112,500              |
| Williamstown Community Partnership - Mass Save/Berkshire Gas              | \$ 0               | \$ 31,500               |
| Cheshire Zoning for Housing   | \$ 0               | \$ 6,306                |
| Alliance Food Safety Program Advancement 3 yrs.                           | \$ 0               | \$ 85,500 <sup>3</sup>  |
| Alliance Food Safety Program Online Permitting - 3 yrs.                   | \$ 0               | \$ 82,500 <sup>3</sup>  |

## FY 2023 PROJECTED BUDGET - REVENUE - May 5, 2022

Berkshire Regional Planning Commission

5.06.2021

5.05.2022

|  | FY2022<br>APPROVED  | FY2023<br>Recommended |              |
|--|---------------------|-----------------------|--------------|
| <b>PROJECTED REVENUES</b>  |                     |                       |              |
| Monterey 319   | \$ 0                | \$ 10,000             | <sup>3</sup> |
| Housatonic Valley Association Berkshire Clean Cold and Connected | \$ 0                | \$ 4,000              | <sup>3</sup> |
| Adams Green Communities  | \$ 0                | \$ 7,549              | <sup>3</sup> |
| North Adams Green Communities                                    | \$ 0                | \$ 8,034              |              |
| Washington MVP   | \$ 0                | \$ 8,659              |              |
| West Stockbridge Complete Streets                                | \$ 0                | \$ 8,223              |              |
| State Earmark Outdoor Recreation Website                         | \$ 0                | \$ 192,123            |              |
| Cheshire Green Communities                                       | \$ 0                | \$ 8,034              |              |
| Shared Services  | \$ 0                | \$ 65,000             | <sup>3</sup> |
| EDA CEDS 23  | \$ 0                | \$ 29,000             |              |
| Lee Master Plan Open Space Recreation Plan                       | \$ 0                | \$ 60,000             | <sup>2</sup> |
| Monterey Master Plan   | \$ 0                | \$ 37,046             | <sup>2</sup> |
| Outdoor Recreation Assessment                                    | \$ 0                | \$ 37,500             | <sup>3</sup> |
| North Adams Business Guide                                       | \$ 0                | \$ 22,000             | <sup>3</sup> |
| Façade Improvement Grant Program                                 | \$ 0                | \$ 3,000              | <sup>3</sup> |
| EPA - Assessment Project   | \$ 0                | \$ 82,000             | <sup>1</sup> |
| General: Community Assessment                                    | \$ 110,551          | \$ 107,165            |              |
| Unsecured New Projects   | \$ 0                | \$ 0                  |              |
| <b>TOTAL REVENUES</b>  | <b>\$ 4,493,869</b> | <b>\$ 5,379,584</b>   |              |

<sup>1</sup>. Applied for / requested- no decision as of 5/5/2022<sup>2</sup>. As of 5/5/2022 not yet under contract<sup>3</sup>. As of 5/5/2022 awarded but not yet under contract

|  |    |           |    |           |
|--|----|-----------|----|-----------|
| FY 23 Expense Sheet                    | \$ | 4,493,869 | \$ | 5,379,584 |
| FY 23 Revenue Sheet                    | \$ | 4,493,869 | \$ | 5,379,584 |
| Difference FY 23 Revenue minus Expense |    | 0.00      |    | 0.00      |

|   |    |   |    |         |              |
|---|----|---|----|---------|--------------|
| Insurance Reimbursement (Vaccines)-Berkshire Public Health Alliance | \$ | 0 | \$ | 604,000 | <sup>4</sup> |
|---|----|---|----|---------|--------------|

<sup>4</sup>. As of 5/5/2022 money in separate BRPC account for use by the BPHA

# **Berkshire Regional Planning Commission Projected Expenditures for Fiscal Year 2023**

FY 2023 PROJECTED BUDGET - EXPENDITURES - May 05, 2022

Berkshire Regional Planning Commission

5.6.2021

5.5.2022

PROJECTED EXPENDITURES

|   | FY2022<br>APPROVED  | FY2023<br>Recommended |
|---|---------------------|-----------------------|
| <b>SALARIES</b>                                     |                     |                       |
| Direct Billable                                     | \$ 1,627,324        | \$ 2,156,015          |
| Indirect Admin.                                     | \$ 490,376          | \$ 540,916            |
| Interns (Admin)                                     | \$ 4,098            | \$ 0                  |
| <b>Subtotal Salaries</b>                            | <b>\$ 2,121,797</b> | <b>\$ 2,696,930</b>   |
| <b>BENEFITS</b>                                     |                     |                       |
| Comp and Vacation Leave                             | \$ 125,626          | \$ 150,109            |
| Holiday and Jury Leave                              | \$ 63,129           | \$ 108,103            |
| Sick unaccrued used                                 | \$ 47,627           | \$ 65,514             |
| Retirement  | \$ 0                | \$ 0                  |
| Health Insurance                                    | \$ 471,181          | \$ 511,751            |
| Retirees Health Insurance                           | \$ 26,026           | \$ 26,132             |
| Retiree Future Health Insurance Liability (GASB 45) | \$ 45,000           | \$ 45,000             |
| Workers Comp Insurance                              | \$ 1,337            | \$ 3,602              |
| State Unemployment Insurance                        | \$ 10,189           | \$ 10,985             |
| FICA and Medicare                                   | \$ 43,255           | \$ 62,869             |
| <b>Subtotal Benefits</b>                            | <b>\$ 833,369</b>   | <b>\$ 984,065</b>     |
| <b>NON-PERSONNEL</b>                                |                     |                       |
| <b>OPERATING EXPENSES</b>                           |                     |                       |
| Accounting Services                                 | \$ 4,525            | \$ 4,525              |
| Advertising   | \$ 3,490            | \$ 3,519              |
| Audit   | \$ 20,600           | \$ 21,500             |
| Computer Equipment, Software & Maintenance          | \$ 46,778           | \$ 51,611             |
| Copying / Scanning Expense                          | \$ 14,500           | \$ 9,605              |
| Depreciation  | \$ 31,750           | \$ 9,182              |
| Dues & Subscriptions                                | \$ 21,032           | \$ 21,554             |
| Flex Plan Administration                            | \$ 1,200            | \$ 1,778              |
| Insurance (Auto, Officers, Office)                  | \$ 9,083            | \$ 8,993              |
| Janitor   | \$ 4,600            | \$ 12,220             |
| Legal (Administrative)                              | \$ 1,100            | \$ 2,100              |
| Mapping Supplies                                    | \$ 750              | \$ 750                |
| Meetings (Administrative)                           | \$ 2,000            | \$ 2,000              |
| Payroll Services                                    | \$ 3,300            | \$ 4,374              |
| Postage   | \$ 3,800            | \$ 1,900              |
| Printing (Administrative)                           | \$ 100              | \$ 100                |
| Publications  | \$ 700              | \$ 700                |
| Rent  | \$ 61,761           | \$ 99,937             |
| Staff Development                                   | \$ 15,000           | \$ 16,500             |
| Supplies/Office                                     | \$ 12,600           | \$ 7,604              |
| Telephone/Internet                                  | \$ 14,574           | \$ 22,500             |
| Travel (Administrative)                             | \$ 2,000            | \$ 2,000              |
| Utilities   | \$ 13,574           | \$ 25,700             |
| Water & Recycling                                   | \$ 1,369            | \$ 2,600              |
| Web Site  | \$ 1,510            | \$ 1,549              |
| Miscellaneous                                       | \$ 1,652            | \$ 1,952              |
| <b>Subtotal Operating (Admin)</b>                   | <b>\$ 293,348</b>   | <b>\$ 336,752</b>     |

FY 2022 PROJECTED BUDGET - EXPENDITURES - May 06, 2021

Berkshire Regional Planning Commission

5.6.2021

PROJECTED EXPENDITURES

|   | FY2021<br>Approved  | FY2022<br>Recommended |
|---|---------------------|-----------------------|
| Interest Expense  | \$ 500              | \$ 1,020              |
| Communications (Projects)                               | \$ 1,950            | \$ 1,950              |
| Equipment / Software (Projects)                         | \$ 2,419            | \$ 2,225              |
| Legal (Projects)  | \$ 1,250            | \$ 2,000              |
| Meetings /Trainings (Projects)                          | \$ 19,310           | \$ 16,739             |
| Postage (Projects)                                      | \$ 1,050            | \$ 1,050              |
| Printing (Projects)                                     | \$ 3,900            | \$ 3,000              |
| Supplies (Projects)                                     | \$ 32,000           | \$ 32,000             |
| Travel (Projects)                                       | \$ 32,000           | \$ 14,000             |
| Other Program Expenses                                  | \$ 16,562           | \$ 19,938             |
| Unreimbursed Expenses                                   | \$ 600              | \$ 600                |
| <b>Subtotal Operating (Other)</b>                       | <b>\$ 111,541</b>   | <b>\$ 94,522</b>      |
| <b>SUBCONTRACTS/SUBRECIPIENTS</b>                       |                     |                       |
| Brownfield Revolving Loan Fund Recipients & Consultants | \$ 1,000            | \$ 0                  |
| Traffic / Transportation Consultant(s)                  | \$ 7,000            | \$ 14,000             |
| Berkshire Public Health Nursing Program Support         | \$ 60,000           | \$ 70,000             |
| Rest of River Clean-up Legal Consultation               | \$ 120,000          | \$ 100,000            |
| Burn Permit Software Consultant                         | \$ 1,200            | \$ 1,200              |
| Medical Reserve Corp Support                            | \$ 47,825           | \$ 47,825             |
| Board of Health Online Permitting Services              | \$ 12,000           | \$ 10,000             |
| Brownfield Assessment Consultant /Subcontractor         | \$ 11,524           | \$ 0                  |
| Overdose Data Partners                                  | \$ 36,000           | \$ 21,000             |
| Nonpoint Source Consultant                              | \$ 25,000           | \$ 11,000             |
| Franklin Regional Council of Governments/Subcontractor  | \$ 261,243          | \$ 0                  |
| Berkshire County Education Subcontractors               | \$ 125,470          | \$ 315,000            |
| Community Health Improvement Planning Partners          | \$ 41,000           | \$ 40,000             |
| Health Equity in Pittsfield Green Planning              | \$ 65,000           | \$ 65,000             |
| Post OD in Northern County Consultant/Subcontractor     | \$ 0                | \$ 14,700             |
| MTWP Carbon Sequestration and Forest Resiliency         | \$ 0                | \$ 9,975              |
| Economic Technical Assistance Subcontractors            | \$ 0                | \$ 320,000            |
| MTWP Carbon Sequestration and Forest Resiliency         | \$ 0                | \$ 96,133             |
| <b>Subtotal Subcontracts/Subrecipients</b>              | <b>\$ 814,262</b>   | <b>\$ 1,135,833</b>   |
| <b>RESERVE</b>  | <b>\$ 15,000</b>    | <b>\$ 15,000</b>      |
| <b>TOTAL EXPENDITURES</b>                               | <b>\$ 3,484,772</b> | <b>\$ 4,493,869</b>   |

FY 2023 PROJECTED BUDGET - EXPENDITURES - May 05, 2022

Berkshire Regional Planning Commission

5.6.2021

5.5.2022

PROJECTED EXPENDITURES

|                                   | FY2022<br>APPROVED | FY2023<br>Recommended |
|-----------------------------------|--------------------|-----------------------|
| Interest Expense                  | \$ 1,020           | \$ 100                |
| Communications (Projects)         | \$ 1,950           | \$ 2,250              |
| Equipment / Software (Projects)   | \$ 2,225           | \$ 2,700              |
| Legal (Projects)                  | \$ 2,000           | \$ 2,000              |
| Meetings /Trainings (Projects)    | \$ 16,739          | \$ 17,000             |
| Postage (Projects)                | \$ 1,050           | \$ 1,000              |
| Printing (Projects)               | \$ 3,000           | \$ 3,000              |
| Supplies (Projects)               | \$ 32,000          | \$ 32,000             |
| Travel (Projects)                 | \$ 14,000          | \$ 11,000             |
| Other Program Expenses            | \$ 19,938          | \$ 19,570             |
| Unreimbursed Expenses             | \$ 600             | \$ 600                |
| <b>Subtotal Operating (Other)</b> | <b>\$ 94,522</b>   | <b>\$ 91,220</b>      |

|   | FY2022<br>APPROVED | FY2023<br>Recommended |
|---|--------------------|-----------------------|
| <b>SUBCONTRACTS/SUBRECIPIENTS</b>                   |                    |                       |
| Traffic / Transportation Consultant(s)              | \$ 14,000          | \$ 7,500              |
| Berkshire Public Health Nursing Program Support     | \$ 70,000          | \$ 0                  |
| Rest of River Clean-up Legal Consultation           | \$ 100,000         | \$ 100,000            |
| Burn Permit Software Consultant                     | \$ 1,200           | \$ 2,500              |
| Medical Reserve Corp Support                        | \$ 47,825          | \$ 44,112             |
| Board of Health Online Permitting Services          | \$ 10,000          | \$ 0                  |
| Stormwater Subcontractor                            | \$ 0               | \$ 3,605              |
| Rail Consultant                                     | \$ 0               | \$ 5,000              |
| Nonpoint Source Consultant                          | \$ 11,000          | \$ 11,000             |
| Post OD in Northern County Consultant/Subcontractor | \$ 14,700          | \$ 7,000              |
| Overdose Data Partners                              | \$ 21,000          | \$ 0                  |
| Community Engagement Intervention Subcontractors    | \$ 0               | \$ 250,000            |
| Community Health Improvement Planning Partners      | \$ 40,000          | \$ 40,000             |
| Health Equity in Pittsfield Green Planning          | \$ 65,000          | \$ 65,000             |
| MTWP Carbon Sequestration and Forest Resiliency     | \$ 9,975           | \$ 0                  |
| Subawardee and Subcontractors                       | \$ 320,000         | \$ 185,000            |
| MTWP Carbon Sequestration and Forest Resiliency     | \$ 96,133          | \$ 0                  |
| Berkshire County Education Subcontractors           | \$ 315,000         | \$ 30,000             |
| Substance Abuse Prevention Subcontractor            | \$ 0               | \$ 5,000              |
| Hepatitis C Prevention Subcontractors               | \$ 0               | \$ 6,000              |
| Parent Advocacy Subcontractors                      | \$ 0               | \$ 4,900              |
| Berkshire Early Childhood Community Subcontractors  | \$ 0               | \$ 31,000             |
| Environmental Subcontractors                        | \$ 0               | \$ 152,000            |
| Housing Subcontractor                               | \$ 0               | \$ 25,000             |
| Community Partners and Advocate Subcontractors      | \$ 0               | \$ 11,000             |
| Board of Health Online Permitting Services          | \$ 0               | \$ 5,000              |
| Public Health Training Subcontractors               | \$ 0               | \$ 6,000              |
| Website Subcontractors                              | \$ 0               | \$ 140,000            |
| Town Assistance Services                            | \$ 0               | \$ 40,000             |
| Business Guide Subcontractor                        | \$ 0               | \$ 2,500              |
| Outdoor Recreation Subcontractor                    | \$ 0               | \$ 6,500              |

**FY 2023 PROJECTED BUDGET - EXPENDITURES - May 05, 2022**

Berkshire Regional Planning Commission

5.6.2021

5.5.2022

**PROJECTED EXPENDITURES**

|  | FY2022<br>APPROVED  | FY2023<br>Recommended |
|--|---------------------|-----------------------|
| Environmental Subcontractors               | \$ 0                | \$ 70,000             |
| <b>Subtotal Subcontracts/Subrecipients</b> | <b>\$ 1,135,833</b> | <b>\$ 1,255,617</b>   |
| <b>RESERVE</b>                             | <b>\$ 15,000</b>    | <b>\$ 15,000</b>      |
| <b>TOTAL EXPENDITURES</b>                  | <b>\$ 4,493,869</b> | <b>\$ 5,379,584</b>   |

# Unified Planning Work Program: Appendix

## 1. PUBLIC NOTICE



## **2. PUBLIC COMMENTS**

