

2019 Town of Deerfield Report

By Southern New Hampshire Planning Commission

The Southern New Hampshire Planning Commission (SNHPC) has a wide range of services and resources available to help member communities with a variety of land use planning and transportation challenges and concerns. Each year, with the approval of appointed representatives, the Commission's skilled staff designs and carries out programs of regional significance mandated by New Hampshire and federal laws or regulations, as well as local projects which pertain more exclusively to a specific community.

Often, Community Planning Boards, Conservation Commissions, and Governing Boards request assistance from SNHPC for traffic, pedestrian, and bicycle counts, grant assistance, specific studies, mapping, and facilitation services. Technical assistance is provided in a professional and timely manner as SNHPC carries out projects of common interest and benefit to all member communities; keeps officials apprised of changes in planning and land use regulations; and in conjunction with the New Hampshire Municipal Association, offers annual training workshops for Planning Board and Zoning Board members.

In the past year, it has been the Commission's pleasure to assist the Town of Deerfield with conducting traffic counts, providing technical assistance as the Town Planner, updating the Town's capital improvement plan and conducting a road surface management system project.

The following outlined table details services performed for the Town of Deerfield during the past year and includes both hours worked specifically for the Town and for projects involving multiple municipalities. In the latter case, the total hours spent by SNHPC staff are divided equally by the number of communities, resulting in time allotment attributed to each of the communities. Examples of a regional project are the development of the New Hampshire Department of Transportation (NHDOT) Ten- Year Transportation Improvement Plan and the organization of a legislative event for NH Legislators and local officials in the SNHPC region.

No.	Hours	Project Description
1.	245.5	Deerfield Town Planner Duties: Provided assistance to Deerfield Planning Board, attended meetings, reviewed plans, met with staff.
2.	137	Assisted the town with a Road Surface Management System (RSMS) project to analyze the condition of paved, town-maintained roads. Met with town staff, conducted field review of road conditions, began follow ups to prepare for forecasting phase of project.
3.	117.75	Worked with Town staff, the Deerfield School Board, and the Planning Board to update and approve the Deerfield Capital Improvement Program.
4.	60.9	Conducted 2 culvert field assessments in the Town of Deerfield for ongoing development of the Regional Vulnerability Assessment, including meetings with road managers to discuss local risk factors and need for additional documentation of stream crossings; followed by SNHPC field survey of high-priority stream crossings.
5.	49.9	Performed traffic counts at 12 sites in town.
6.	7.5	Assisted the town in preparing for the 2020 Census by partaking in the Participant Statistical Area program, New Construction program, and statewide Complete Count Committee on behalf of the town.

7.	14.5	Provide technical assistance to the Deerfield Planning Board, including reviewing site plans with applicants and providing guidance to the Planning Board.
8.	84.8	Began the Congestion Management Process Plan update for the SNHPC region.
9.	33.2	Implemented the Becoming Age-Friendly Pilot Program Phase III and began Phase IV: Continued outreach and pilot program efforts with community representatives and staff. In November SNHPC hosted a statewide forum on age-friendly housing opportunities in New Hampshire.
10.	31.2	Continued the development of the SNHPC Public Participation Plan.
11.	26.6	Provided staff support to Robert Frost/Old Stagecoach Scenic Byway, including meeting preparation, communication, and follow-up activities.
12.	25.8	Compiled building permit data and certificate of occupancy permit records to record dwelling unit totals from all municipalities in the region.
13.	17.2	The FY 2019-2022 Transportation Improvement Program was developed and approved.
14.	12.6	Coordinated the establishment of regional transportation performance measures through Partnering for Performance NH (PFPNH) workgroup.
15.	12.3	Continued updating the SNHPC Regional Transportation Plan.
16.	11.6	Represented the interests of the Town on the Region 8 Regional Coordinating Council for the Statewide Coordination of Community Transportation Services Project.
17.	11.6	Provided assistance to Statewide Coordinating Council for Community Transportation (SCC).
18.	11	Conducted outreach to towns for the development of Road Safety Audit (RSA) and Highway Safety Improvement Program (HSIP) funding applications to the NHDOT.
19.	9.7	Continued work with the Environmental Protection Agency (EPA) Brownfields Region-wide Assessment Grant for environmental studies and investigations to help move contaminated sites to clean up, redevelopment and reuse.
20.	8.3	Provided monthly information to the Planning Board regarding upcoming meetings, project and grant updates, webinars and other training opportunities through the planning commission's quarterly Newsletters, monthly Media Blasts and periodic E-Bulletins.
21.	8.1	Met with business owners and local community groups throughout the region to share information on the availability of SNHPC's complete streets demonstration materials, and services such as design, installation, and staffing of demonstration projects.
22.	7	Coordinated with regional municipalities and the NHDOT to develop the 2019-2028 Ten-Year Transportation Improvement Plan.
23.	6.8	Participated in the Complete Streets Advisory Committee; organized a region-wide forum and provided feedback for the NHDOT State Bicycle/Pedestrian Plan.
24.	6.3	Provided detailed analysis of survey results from the State Plan on Aging prepared by NHDHHS.
25.	6.2	Developed an interactive map of volunteer driver services in the State of New Hampshire.
26.	5	Bicycle/pedestrian counting program; conducted regional outreach about the program, researched new count locations and planned for 2019-2020 counting season.
27.	2.8	Continued updating the regional travel demand model, which is used to forecast traffic volumes on roads in throughout the region.
28.	1.5	Coordinated with the Partnering for Performance NH (PFPNH) workgroup to develop and adopt regional safety, infrastructure condition, and freight transportation performance targets.

29.	1	Organized and facilitated the Legislative Event "Tiny Homes in New Hampshire" for NH Legislators and local officials in the SNHPC region.
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Town of Deerfield Representatives to the Commission

Frederick J. McGarry
Robert Cote

Executive Committee Member: Frederick J. McGarry

