

# 2019 Town of Windham 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 deal with a variety of municipal issues. Technical assistance is provided by professional staff related to land use and transportation planning. Each year, with the approval of appointed representatives, the Commission's 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 2019, it has been the Commission's pleasure to assist the community with securing \$1.3 Million in the Ten-Year Plan for the NH Route 28/Roulston Road intersection safety improvement project, conducting traffic counts, assisting with mapping stormwater infrastructure, updating land use maps, working with Town Staff on planning requests, and updating the Town's hazard mitigation plan.

The following table details services performed for the Town of Windham 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 regional projects 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.

Number	Hours	Project Description
1.	98.5	Worked with Windham staff to complete the 2019 Windham Hazard Mitigation Plan update as required by the NH Department of Homeland Security & Emergency Management.
2.	57.9	Performed traffic counts at 14 sites in the Town of Windham.
3.	26.5	Assisted Windham in mapping stormwater infrastructure in accordance with the requirements Municipal Separate Storm Sewer System (MS4) stormwater permit; coordinated with town officials to deploy a software application that would be used in the field via a tablet or smart phone to inventory the Town's stormwater infrastructure; coordinated with the Town's IT director to develop a GIS infrastructure layer.
4.	10	Conducted two bicycle/pedestrian counts on the Windham Rail Trail; analyzed and shared data with interested stakeholders.
5.	8.5	Provided mapping assistance; updated Windham flood zone, wetlands and road maps.

6.	7	Helped secure \$1.3 Million in supplemental funding in the Ten-Year Plan for the NH Route 28/Roulston Road intersection safety improvement project; coordinated with regional municipalities and the NHDOT to develop the 2019-2028 Ten-Year Transportation Improvement Plan.
7.	60.9	Conducted 4 culvert field assessments in the Town of Windham; for ongoing development of the Regional Vulnerability Assessment; this work identifies climate related risk to culverts and small bridges. In 2019 staff engaged local Road Agents and Engineering Departments to identify the risk factors. Data from SNHPC meetings with local managers was catalogued based on potential future actions and past incidents to be utilized for prioritizing risk among all documented assets.
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 efforts with community representatives and staff. Offered pilot programs in which the Commission could tackle various community identified issues related to aging issues. With funding from AARP, in 2019 SNHPC hosted a statewide forum on age-friendly housing opportunities in New Hampshire.
10.	31.2	Continued development of the SNHPC Public Participation Plan.
11.	25.8	Compiled building permit data and certificate of occupancy permit records to record dwelling unit totals from all municipalities in the region.
12.	17.2	The FY 2019-2022 Transportation Improvement Program was developed and approved.
13.	12.3	Continued updating the SNHPC Regional Transportation Plan.
14.	11.6	Represented the interests of the Town on the Region 9 Regional Coordinating Council for the Statewide Coordination of Community Transportation Services Project.
15.	11.6	Provided staff assistance to Statewide Coordinating Council for Community Transportation (SCC).
16.	11	Conducted outreach to towns for the development of Road Safety Audit (RSA) and Highway Safety Improvement Program (HSIP) funding applications to the NHDOT.
17.	9.75	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.
18.	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.
19.	8.1	Conducted regional outreach for the Commission's complete streets demonstrations, which utilized tactical urbanism equipment.
20.	6.8	Participated in the Complete Streets Advisory Committee; organized a region-wide forum and provided feedback for the NHDOT State Bicycle/Pedestrian Plan.
21.	6.3	Provided detailed analysis of survey results from the State Plan on Aging prepared by NHDHHS.
22.	6.2	Developed an interactive map of volunteer driver services in the State of New Hampshire;
23.	2.8	Continued updating the regional travel demand model, which is used to forecast traffic volumes on roads throughout the region.
24.	1.5	Coordinated the establishment of regional transportation performance measures through Partnering for Performance NH (PFPNH) workgroup.
25.	1	Organized and facilitated the Legislative Event " <i>Tiny Homes in New Hampshire</i> " for NH Legislators and local officials in the SNHPC region.

Town of Windham Representatives to the Commission

Peter Griffin

John Hiltz

**Executive Committee Member:** Peter Griffin

