



MONADNOCK ALLIANCE FOR SUSTAINABLE TRANSPORTATION

STEERING COMMITTEE MEETING

AGENDA

January 19, 2022

3:30 p.m. to 5:00 p.m.

Historic Cheshire County Courthouse
Delegation Hall
12 Court Street
Keene, NH

Zoom: zoom.us/j/81118927893

Meeting ID: 811 1892 7893

Passcode: 849503

Join by phone: 646-558-8656

- I. Welcome
- II. Approval of Minutes of December 1, 2021
- III. Old Business
 - a. MAST Action Plan Update
 - b. 2021 Complete Streets Implementation Grant Round
 - c. Increasing Support to MAST
 - d. Annual Meeting
- IV. New Business
- V. Partner Information Sharing & Advocacy Opportunities
- VI. Public Comments
- VII. Annual Meeting
- VIII. Adjourn

Monadnock Alliance for Sustainable Transportation

Steering Committee

MINUTES

December 1, 2021

Steering Committee members present: Will Schoefmann, Chair, *City of Keene*; Drew Bryenton, *Monadnock Cycling Club*; Peter Hansel, *Keene Resident*; Mike Kowalczyk, *Monadnock Region Rail Trail Collaborative*; Chuck Redfern, *NH Rail Trail Coalition*; Tricia Zahn, *Cheshire Medical Center*.

Absent: Kathryn Lynch, *Town of Hinsdale*; Charles Pratt, *City Express*; Jen Risley, *Monadnock Food Co-op*.

Others present: Lisa Steadman, *Troy Resident*.

SWRPC staff present: J. B. Mack, Principal Planner and Henry Underwood, GIS Specialist/Planner.

I. Welcome

Chair Schoefmann called the meeting to order at 3:38 p.m. and introductions were made. Lisa Steadman introduced herself as the author of the Town of Troy's Complete Streets 2021 Implementation Grant application as well as someone interested in improving community transportation.

II. Minutes of July 21, 2021

Motion: To approve the minutes of July 21, 2021 as submitted.

Motion by Peter Hansel, seconded by Chuck Redfern. Approved by unanimous vote.

III. Old Business

a. MAST Action Plan Update

Henry Underwood referred attendees to the memo in the meeting packet regarding this topic and made available a printed copy of the Action Plan. He reminded the group that the update to the Action Plan has spanned multiple Steering Committee meetings and that it was split into two key parts: revising the "Objectives and Strategies" section and updating the "Measuring Goal and Objectives" section. At the previous meeting, the group approved updated objectives and strategies and provided additional feedback on the "Measuring Goal and Objectives" content. Following the meeting, participants were contacted for any additional feedback. In addition to approval of an updated "Measuring Goal and Objectives" page, Henry Underwood also asked the group to consider an appropriate horizon date or "out year" to the plan. The initial Action Plan was dated 2012 to 2020 and the latest update should include a change to the date over which the activities are expected to take place (e.g. 2022-2030). He explained that a new rideshare metric was left blank on the draft, however, SWRPC staff confirmed that data is available through the State's Rideshare Program.

Henry Underwood mentioned that additional metrics were suggested by Jen Risley via e-mail for consideration. Jen Risley asked about using Walk Score as a metric for Objective #1, however, staff determined the scores are only available for cities and it would not be possible to have a regional measure. Jen Risley suggested adding trips by bicycle, which was added by SWRPC staff using data from Strava Metro. Bicycle data include both

commute and leisure trip categories by year for Cheshire County. Jen Risley also suggested scanning the League of American Bicyclists City of Keene Report Card for other ideas. Staff reviewed the information, but could not identify a metric to add at the regional level.

Peter Hansel asked about how current the data is and when and how it would be updated and monitored. He added that in place of a target value for each measure, it would be beneficial to understand if values are moving up or down over time. Henry Underwood responded that some of the measures could be updated each year and either shared outside of the Action Plan, at an Annual Meeting, through the MAST website, or some other means. Tricia Zahn commented that the value for the percent of active transportation trips was calculated via a random telephone survey that has occurred about every three years and pointed out that the 2020 survey data is available to update the table.

Peter Hansel asked if historical data is available that could be incorporated into the table in some way. Drew Bryenton asked if the previous plan could be consulted for the historical figures. Henry Underwood explained that some measures were used verbatim from the original Action Plan and that other measures could be available for other years depending on the source of information. Drew Bryenton suggested adding the 2012 baseline figures as a way to illustrate the direction each measure is headed. Peter Hansel suggested a “trend” column with a color-coded up or down arrow. Drew Bryenton stated that adding this would be beneficial in prioritizing strategies. Mike Kowalczyk agreed this would be beneficial. Peter Hansel said this did not need to necessarily be in the Action Plan but should be available to MAST in some form. Will Schoefmann suggested the MAST website as a possible option.

Mike Kowalczyk commented that Tom Sexton of the Rails to Trails Conservancy is working on a 6-state biking/walking counting initiative using physical counters and proprietary data from StreetLight that may be beneficial for a future update.

Peter Hansel pointed out the “Working from Home” measure was prior to the COVID-19 pandemic and may not be representative of current conditions. Henry Underwood added that the U. S. Census Bureau data is limited in that it contains a total of 5-years of household surveys to achieve statistical significance and therefore hides variability from year to year.

Attendees suggested leaving the start year as 2021 as it is the most common year for the “Measuring Goal and Objectives” section. Chuck Redfern suggested adding an asterisk or note near the table advising plan readers that 2021 figures may be impacted by the COVID-19 pandemic.

Motion: To accept the proposed edits to the MAST Action Plan to be completed by SWRPC staff.

Motion by Will Schoefmann, seconded by Chuck Redfern. Approved by unanimous vote.

b. 2021 Complete Streets Implementation Grant Round

Henry Underwood provided an overview of the 2021 application round and thanked all participants of the Complete Streets Subcommittee: Brian Barden, Chuck Redfern, Jen Risley, and Tricia Zahn. He explained that for the 2021 round, \$135,000 was advertised in three application categories including “Infrastructure” projects, “Non-Infrastructure” activities and technical assistance with complete streets policy development. He explained that while advertising the grant round, the City of Keene determined it was not possible to move forward with their project from 2020. As a result, the amount of funding available increased to \$175,144.

Henry Underwood provided an overview of the six proposals using a series of slides. Each proposal was fully or partially funded by the Complete Streets Subcommittee recommendation. He explained that the Subcommittee recommend that five proposals would be fully funded and the proposal from the Town of Swanzey would be

funded at \$50,502. This amount would enable the construction of the first of two phases to their sidewalk project in Swanzy Center.

Drew Bryenton pointed out that the budget target for non-infrastructure activities was exceeded and wondered if this was acceptable to the anonymous donor. Henry Underwood responded that this is MAST's first year offering increased flexibility in the type of projects eligible for funding. This was discussed in advance with a representative of the funder as well as prior to it being proposed to the Subcommittee for consideration. The targets set by the Subcommittee were a "best guess" and it is up to MAST whether it makes sense to exceed the targets. Steering Committee members spoke in favor of exceeding the target for "Non-Infrastructure" activities to help ready projects for larger funding sources such as the Infrastructure Investment and Jobs Act.

Motion: To adopt the Complete Streets Subcommittee recommendations for the 2021 Monadnock Region Complete Streets Implementation Grant round.

Motion by Peter Hansel, seconded by Chuck Redfern. Approved by unanimous vote.

c. Increasing Volunteer Support to MAST

J. B. Mack summarized the discussion started at the April 21, 2021 meeting of the Steering Committee in regards to an anticipated reduction in SWRPC's transportation program funding and opportunities to involve the Steering Committee and others more directly in MAST activities. He said he would like the group to continue discussing ways of operating MAST to reduce the level of support required of SWRPC. He asked the group what could be achievable and where changes could be made and referred to a handout that SWRPC developed and shared with the Committee at the April meeting. Chuck Redfern asked about how much MAST has received from the anonymous donor to support complete streets implementation. Henry Underwood stated this was \$420,000 over a five year period. Part of the funding covered SWRPC costs for ongoing administration. Chuck Redfern commented he would hate to see any change jeopardize the continuation of the program and relationship with the donor. Peter Hansel noted that the change does not have to be substantial and that agendas and minutes were two examples of items volunteers could take on.

Tricia Zahn asked if the group had to stay a public body. She commented that this was unusual in her work and continuing this would require expertise from outside of her organization. She also said that Cheshire Medical Center's Center for Population Health has a Program Assistant position specifically to assist in community initiatives such as MAST, that are aligned with the region's Community Health Improvement Plan and Healthy Monadnock Alliance. Websites, agendas and minutes are some of the examples where assistance could be provided. Direct funding to SWRPC, if more appropriate, could also be a possibility. Tricia Zahn added that it would be helpful to understand the level of effort in terms of hours for tasks listed on the handout as having a high feasibility for greater volunteer role.

Peter Hansel commented it has been difficult for the group to attract and retain volunteers and that we should be wary of adding too many or too time-consuming activities that can discourage participation. He added that it really makes a difference to have staff supporting MAST's efforts.

Attendees asked if it would be beneficial to raise the anticipated 40% funding reduction, or if the staffing level was also a concern going forward. J. B. Mack commented that since it was formed at the very beginning, MAST was supposed to be a volunteer coalition effort, meaning that different members of the coalition would provide support, time and other resources to do the work of MAST. We have been lucky in that SWRPC has had funding and NHDOT has supported SWRPC's effort to provide support to MAST. In SWRPC's view, this has led to somewhat of a dependency on SWRPC to support MAST, with SWRPC playing an outsized role in MAST. MAST, which defines itself as a coalition, has brought a lot of opportunity to this region. Funders are attracted to the idea of a broad-based coalition comprised of people and organizations in the regional community promoting sustainable transportation as opposed to a regional planning commission promoting sustainable transportation.

As a coalition, MAST has been able to attract funds to the region including funding from the Centers for Disease Control and the anonymous funder supporting complete streets implementation, because the funders were excited about the model of a broad-based coalition driving this work. They may be less excited about a regional planning commission driving the work. Therefore, SWRPC is looking for a way to increase the capacity of MAST with support from coalition members outside of SWRPC in order to maintain and boost this organization if possible.

Mike Kowalczyk asked if all municipalities should be invited to participate in MAST. J. B. Mack pointed out that the Charter specifically lists municipalities as potential members and partners. Mike Kowalczyk said that MAST should make an effort to get more of the towns involved, particularly the one's benefiting from its programming. Chair Schoefmann added that it would be important to broaden the coalition to help with some of this. Peter Hansel said it would be critical to reinvigorate the coalition concept moving forward. Complete Streets Grant awardees are another example to consider.

Mike Kowalczyk said that it would be helpful to know what kind of commitment volunteers would be required to make to support MAST. J. B. Mack commented that a key function of the coalition according to the Charter is to meet on at least an annual basis to agree on priority projects to work on. Based on its annual priority projects, MAST would determine what needed to be done and what resources would be needed to accomplish that task. The amount of volunteer labor required would be informed by that planning. Chair Schoefmann said that approach has been taken in the past, but the COVID-19 pandemic has created some obstacles of late. One of the reasons is because MAST operates as a public body and it's difficult to get a physical quorum. J. B. Mack pointed out that a reason that MAST functions as a public body is that it is administered by SWRPC, and that when we are conducting business at SWRPC we strive to be transparent about meetings and decision making, however, he's not sure if it has to be run that way.

Chair Schoefmann and Henry Underwood summarized some steps to take about MAST's identity and how it is run. Next steps would include talking with the Cheshire Medical Center for Population Health about support opportunities, getting estimates and dollars needed to conduct the work of MAST, and continuing a discussion about the feasibility of boosting MAST volunteerism and general operating procedures.

IV. New Business

a. Annual Meeting

Attendees agreed to continue the discussion about the Annual Meeting at the next meeting in January. Chair Schoefmann suggested an in-person MAST business meeting in advance of the Annual Meeting agenda which would be facilitated via Zoom and bring in a larger group of MAST partners and stakeholders. Mike Kowalczyk offered to reach out to the Rails to Trails Conservancy about a possible presentation on the upcoming counting program and other work. Chair Schoefmann instructed others to share ideas with Henry Underwood. Drew Bryenton wondered if we could hold an Annual Meeting with a number of activities to participate in, including Complete Streets Implementation Grant awardees. He added that this would be too much to plan for in advance of the January meeting.

V. Partner Information Sharing & Advocacy Opportunities

Chuck Redfern provided an update on a legislative initiative undertaken by the NH Rail Trails Coalition to request the New Hampshire Department of Transportation fund municipal match obligations in various transportation funding programs through the use of toll credits. He said their work would be an opportunity for MAST to advocate for the legislation during public hearings or other opportunities to provide input.

VI. Public Comments

Lisa Steadman thanked attendees for their support of the Town of Troy 2021 Complete Streets Implementation Grant proposal. She also commented on the discussion about whether MAST should be run as a public body, and her opinion is that MAST doesn't feel like it should be run according to NH RSA 91-A. She said it is meant to apply towards the business of school boards and official committees of a governmental body.

VII. Next Meeting

The next meeting is scheduled for Wednesday, January 19, 2022 at 3:30 p.m.

VIII. Adjourn

The meeting adjourned at 5:24 p.m.

Respectfully submitted,

Henry Underwood
GIS Specialist/Planner

Date: January 19, 2022

To: Monadnock Alliance for Sustainable Transportation Steering Committee

From: Staff

RE: MAST Action Plan Update

Background

During the December meeting of the Steering Committee, the group accepted proposed changes to the “Measuring Goal and Objectives” content of the MAST Action Plan as well as set the timeframe of the plan as 2021-2030. During the meeting, the group also provided suggestions to enhance the “Measuring Goal and Objectives” page with historical information and a visual indicator of the trend. The attached Action Plan is now ready for distribution.

Recommendation

Discuss recommendations relative to publicizing the updated MAST Action Plan with stakeholders, communities and the general public.

MONADNOCK ALLIANCE FOR SUSTAINABLE TRANSPORTATION

ACTION PLAN 2021-2030



**Monadnock Alliance for
Sustainable Transportation (MAST)**

PLAN OUTLINE

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INTRODUCTION

The Monadnock Alliance for Sustainable Transportation (MAST) is a diverse coalition of public and private sector stakeholders interested in a better transportation future. We recognize the broad impacts that our transportation system has on us as individuals and communities - everything from our jobs to our cost of living to our health. Given transportation's prominent role in our daily lives, we believe a diverse coalition of government, businesses, non-profits and citizens is essential for addressing these transportation challenges.

In the Monadnock Region, there are many successful examples of individuals and groups working directly or indirectly on transportation-related issues. To improve coordination among these existing efforts and to foster collaboration and enthusiasm for new projects, the MAST developed this Action Plan. The purpose and structure of the Plan reflects the MAST's organizational goals, which include:

- Building consensus on transportation needs and solutions;
- Fostering the development of local/regional partnerships on transportation initiatives;
- Providing information on regional/statewide sustainable transportation initiatives;
- Helping individuals/groups locate support for sustainable transportation projects;
- Connecting stakeholders with funding resources and technical assistance services; and,
- Advocating and educating about sustainable transportation benefits.

We encourage you to review the objectives and strategies identified in this Plan and determine if there is a match with your personal or organizational values or goals. In the implementation section of this plan, we point to ways you can join MAST and help us create a better transportation future.

MAST MISSION

Through leadership and education, the MAST promotes all modes of transportation that enhance the environmental, economic and physical health and well-being of citizens in the Monadnock Region.

MAST VISION

The MAST envisions citizens of the Monadnock Region moving around conveniently and safely, with or without personal automobiles. This vision will result in:

- Affordable, accessible, and energy efficient transportation options;
- Integration of transportation into land use planning and policy;
- Improved air quality, environmental and personal health; and,
- More time spent interacting with others and less time alone in the car.

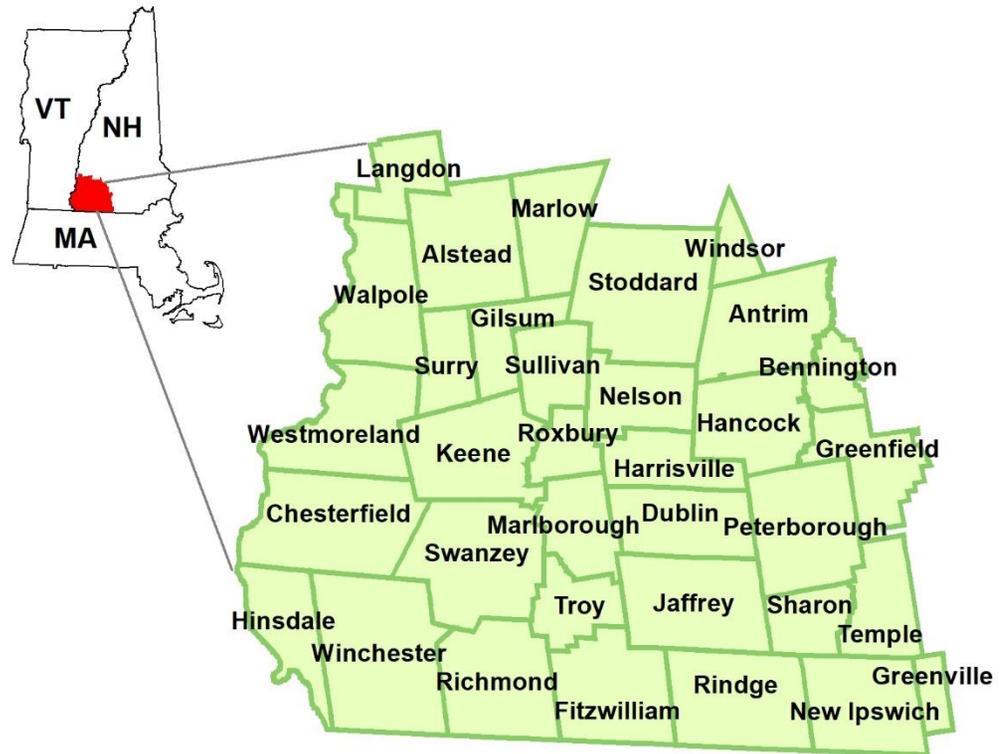
For more information about the MAST including a list of our existing partners, visit us at www.mastnh.org

Follow us at www.facebook.com/MASTNH

BACKGROUND

Through a public deliberative process involving dozens of stakeholders with diverse backgrounds, the MAST identified the need to develop an Action Plan that would achieve two core purposes:

- Proactively address the main tenets identified in the MAST Vision—mobility, safety, affordability, accessibility, energy efficiency, environmental and personal health, and community—through measurable transportation goals, objectives and strategies.
- Create a flexible and inclusive roadmap that rallies diverse stakeholders—including individuals, clubs, businesses, municipalities, and nonprofits—to implement together through partnerships and their own independent actions.



The Plan aims to implement its goals, objectives and strategies throughout the Monadnock Region with the cooperation of people living and working in the Monadnock Region. The plan was created with the knowledge and respect that each community and its stakeholders know what is best for their own community. It is clear that some modes of transportation advocated in parts of the Plan are likely to be more successful in some communities and not in others. However, the plan importantly challenges all individuals and groups in the Monadnock Region to reflect on how each of us make transportation decisions and understand that all decisions have tradeoffs. It also challenges individuals and groups to imagine possibilities and opportunities. In the end, hopefully the Plan provides a roadmap for the Monadnock Region to maximize benefits and minimize costs as it continues to develop its transportation system.

GOAL

MAST partners recognize that expanding our transportation options where practical is a “win-win” with significant economic, social and environmental benefits. However, the Monadnock Region is challenged with a chicken-egg problem. We live in a region where transportation alternatives are hard to come by and we live in a Region in which people are not accustomed to using alternative forms of transportation. Encouragement, advocacy and education programs are therefore necessary to demonstrate short-term use of new transportation service and infrastructure investments. Therefore, the MAST goal and objectives recommend developing transportation options as well as incentivizing people to use those transportation options. Due to the underdeveloped nature of transportation options in our region, MAST views increasing options and encouraging shifting travel demand to new options as inseparable.



The MAST Action Plan goal is therefore to:

To increase use and availability of local and regional transportation options in the Monadnock Region.

OBJECTIVES & STRATEGIES

The MAST Action Plan is guided by seven mode-oriented objectives followed by strategies:

① Increase Use & Availability of Sidewalks & Walkways

- * STRATEGY 1.1: Encourage communities to adopt and implement Complete Streets policies
- * STRATEGY 1.2: Work with schools and school districts to implement Safe Routes to School programs
- * STRATEGY 1.3: Support improvements to rail trails for the purpose of transportation
- * STRATEGY 1.4: Encourage and support advocacy activities that support people walking or biking to and from work and other activities

② Increase Use & Availability of Bicycle Infrastructure

- * STRATEGY 2.1: Support improvements and connections to former railbeds
- * STRATEGY 2.2: Promote League of American Bicyclists Bicycle Friendly programming with employers, communities and institutes of higher education.
- * STRATEGY 2.3: Increase the number of convenient and secure bicycle parking spaces
- * STRATEGY 2.4: Assess the feasibility for transportation solutions that replace vehicle trips (e.g. micromobility bike share, etc.)
- * STRATEGY 2.5: Promote adoption of electric bikes to replace vehicle ownership and trips such as through rebates, donations, demonstrations

③ Increase Use & Availability of Public Transportation

- * STRATEGY 3.1: Increase ridership of available public transit services
- * STRATEGY 3.2: Support efforts to expand transit services in underserved or unserved areas
- * STRATEGY 3.3: Improve existing bus stops and stations and expand wherever possible
- * STRATEGY 3.4: Encourage and support MAST partners to implement advocacy activities in support of public transportation

④ Increase Use & Support for Ridesharing & Car Sharing

- * STRATEGY 4.1: Increase availability and awareness of public park-and-ride locations in region
- * STRATEGY 4.2: Increase use of carpooling and NH Rideshare
- * STRATEGY 4.3: Promote the use of car-sharing, vanpooling and similar models that aggregate rides
- * STRATEGY 4.4: Encourage and support MAST partners to implement advocacy activities in support of ridesharing

⑤ Increase Awareness & Support of Intercity Bus Services & Neighboring Rail

- * STRATEGY 5.1: Implement marketing and outreach activities related to bus and rail connections
- * STRATEGY 5.2: Implement bus service to Concord, Nashua, Manchester and Brattleboro, VT
- * STRATEGY 5.3: Encourage and support MAST partners to implement advocacy activities in support of intercity bus service

⑥ Implement Non-Transportation Strategies to Replace Vehicle Trips

- * STRATEGY 6.1: Promote the availability of delivery services
- * STRATEGY 6.2: Promote best practices related to remote work, learning, telemedicine, etc.
- * STRATEGY 6.3: Promote the development of one or more intermodal transportation centers or nodes
- * STRATEGY 6.4: Encourage and support MAST partners to implement advocacy activities in support of non-transportation travel demand management activities

⑦ Increase Location Efficient Siting of Housing, Shopping, Service, & Work Destinations

- * STRATEGY 7.1: Work with economic development and housing organizations on projects that reduce reliance on single-occupancy vehicle trips
- * STRATEGY 7.2: Implement “carrot-mob” and/or other strategies to increase support for location efficient retail businesses
- * STRATEGY 7.3: Implement and support MAST partner advocacy activities in support of increased location efficient siting of housing, shopping, service and work destinations

THE PLAN-VISION CONNECTION

Each Action Plan goal and objective addresses the main tenets of the MAST Vision¹:

	Increase affordable options	Increase access to destinations	Provide energy efficient options	Minimize impacts to environment	Options that support personal health	Options that support sense of community
GOAL: To Increase Use and Availability of Local and Regional Transportation Options	X	X	X	X	X	X
❶ Expand Use & Availability of Sidewalks & Walkways	X	X	X	X	X	X
❷ Increase Use & Availability of Bicycle Infrastructure	X	X	X	X	X	X
❸ Increase Use & Availability of Public Transportation	X	X	X	X	X	X
❹ Increase Use & Support for Ridesharing & Car Sharing	X	X	X	X		X
❺ Increase Awareness & Support of Intercity Bus Services & Rail	X	X	X			
❻ Implement Non-Transportation Strategies to Replace Vehicle Trips	X	X	X	X		
❼ Increase Location Efficient Siting of Housing, Jobs and Services	X	X	X	X	X	X

¹ Visit our website to at www.mastnh.org for more information about how our goal and objectives support the MAST Vision.

MEASURING GOAL & OBJECTIVES

Goal and Objectives		Outcome Measures	Region		Trend		New Hampshire	United States	Data Source(s) <small>Note: Some figures may be influenced by the COVID-19 pandemic.</small>
			2012	Today	Desired	Observed			
Goal	Increase use and availability of local and regional transportation options in the Monadnock Region	Average Annual Vehicle Miles Traveled Per Resident	8,553	8,699	↓	↑	10,486	9,807	NHDOT and USDOT 2013, 2019 HPMS Data; 2019 NH OSI Annual Population Estimates, US Census Bureau
1	Increase Use & Availability of Sidewalks & Walkways	% of People that Walk to Work	5.2	2.8	↑	↓	3.0	2.8	American Community Survey 2006-2010 and 2015-2019 Estimates, US Census Bureau
		Miles of Sidewalk	103.0	105.4	↑	↑			SWRPC, 2021
		Miles of Improved Rail Trail		12.0	↑	↑			SWRPC, 2021
		Local Complete Streets Policies	0	9	↑	↑	13	1,404	Smart Growth America, 2021
2	Increase Use & Availability of Bicycle Infrastructure	# Commute Trips by Bike		1,472	↑				Strava Metro, 2020 (Cheshire County)
		# Leisure Trips by Bike		23,375	↑				
		% of People that Bike to Work	0.5	1.7	↑	↑	1.2	1.8	American Community Survey 2006-2010 and 2015-2019 Estimates, US Census Bureau
		Miles of Bike Lanes	0.7	0.7	↑	↔			SWRPC, 2021
		Bicycle Friendly Communities	1	1	↑	↔	5	485	
		Bicycle Friendly Businesses	0	2	↑	↑	7	1,406	League of American Bicyclists, 2021
3	Use & Availability of Public Transportation	% of People that Wish the Bus Were Available or Easier to Use		42%	↓				Cheshire Medical Center Community Survey, 2020 (Cheshire County)
		# of Trips Per Week		21	↑				Home Healthcare Hospice & Community Services, MOOver, 2021
		# of Stops		37	↑				
		Route Miles	17.6	18.5	↑	↑			SWRPC, 2021
4	Increase Use & Support for Ridesharing & Car Sharing	% of People that Carpool to Work	8.1	7.8	↑	↓	8.0	9.8	American Community Survey 2006-2010 and 2015-2019 Estimates, US Census Bureau
		# of Park and Ride Lots	1	1	↑	↔			SWRPC, 2021
		# of Park and Ride Parking Spaces	35	35					
		# of Commute Smart NH Rideshare Participants		4	↑				Commute Smart NH, 2021
5	Increase Awareness & Support of Intercity Bus Services & Rail	# of Stops	1	1	↑	↔			Greyhound, 2021
		# of Trips Per Week		14	↑				Greyhound, 2021
6	Implement Non-Transportation Strategies to Replace Vehicle Trips	% People that Work from Home	7.4	9.8	↑	↑	4.3	5.6	American Community Survey 2006-2010 and 2015-2019 Estimates, US Census Bureau
7	Increase Location Efficient Siting of Housing, Jobs and Services	% of People that Live Less than 15 Minutes Away from Work	39.4	34.7	↑	↓	27.1	25.5	American Community Survey 2015-2019 Estimates Table B08303, US Census Bureau

IMPLEMENTATION

The MAST is a volunteer coalition of partners—organizations and individuals--that support the MAST mission and vision. Each MAST partner is encouraged to assist the coalition in achieving its goal and objectives on their own terms. The partner's contribution might be in the form of providing the coalition time towards managing and implementing the plan, facilitating partnerships, educating the public about MAST issues or advocating for MAST sponsored initiatives--or it might be in the form of the donation of space, food, funding or other material resources.

MAST has two categories of partners: an interested stakeholder and an active stakeholder. Interested stakeholders are partners that know they are supportive of the MAST mission, vision and action plan but are unsure on how they might assist the MAST coalition. The interested stakeholder status allows partners to be “kept in the loop” and respond or participate in MAST activities as they come up. An active stakeholder is a partner that has pledged support for the MAST on their own terms. These services can be as specific or flexible as a partner wants and only the partner is their own judge on if they have fulfilled their pledge. Pledge examples might include “to provide 30 hours of volunteer time this year”, “to serve as an Executive Committee member for 1 year”, “to contribute \$30 towards an MAST event” or “to arrange and facilitate a meeting with Executive Committee regarding the MAST Action Plan” (see our sample partner pledge forms for ideas at the MAST website). It's up to you! Are you open to pledge suggestions? Ask our MAST Executive Committee about our “help wanted’ pledge opportunities.

For some, this kind of implementation framework might seem too unfocused. Management of the Action Plan and stakeholder contributions will be overseen by the MAST Steering Committee and its subcommittees. The principal responsibilities of the MAST Steering Committee and its subcommittees will be to facilitate coordination of Action Plan implementation and stakeholder contributions. For more information about how the structure and inner workings of the MAST Coalition, review the MAST Charter which is available at www.mastnh.org.

Date: January 19, 2022

To: Monadnock Alliance for Sustainable Transportation Steering Committee

From: Staff

RE: 2021 Complete Streets Implementation Grant Round

Following the December 1, 2021 meeting of the Steering Committee, SWRPC staff brought the funding recommendations to the December 14, 2021 SWRPC Board of Directors meeting for their ratification. The Board of Directors authorized agreements with the six communities selected for award and staff have notified awardees and is preparing agreements that will allow them to undertake their projects. The round and awards mark a number of notable accomplishments over the 5-year life of program including: seven of nine communities with complete streets policies receiving funding; three consecutive years of funding to the Town of Swanzey, additional complete streets policy development activity, and almost \$400,000 in support to municipalities in Southwest NH.

Recommendation

For your information. Also, consider the value of publicizing the grant round results (potentially in conjunction with the updated Action Plan) and determine any next steps.

Date: January 19, 2022

To: Monadnock Alliance for Sustainable Transportation Steering Committee

From: Staff

RE: Increasing Support to MAST

Background

Since the December 1, 2021 meeting of the Steering Committee, the MAST Chair, Cheshire Medical Center Center for Population Health staff and SWRPC staff discussed potential scenarios of additional support to MAST including financial and staff assistance. Committee members and staff will provide a summary of the discussion at the January 19th meeting.

Recommendation

Consider and provide feedback from the discussion and determine next steps.

Date: January 19, 2022
To: Monadnock Alliance for Sustainable Transportation Steering Committee
From: Staff
RE: Annual Meeting

Background

Per its Charter, MAST is required to hold an Annual Meeting, inviting all established active members and interested stakeholders. The purpose of the Annual Meeting is:

- To promote networking and information sharing between MAST partners;
- To hear nominations for and elect Steering Committee members for the year;
- To coordinate any substantive changes to the MAST mission, vision, charter or action plan;
- To review and approve MAST's Financial Report;
- To learn about achievements and challenges associated with the action plan by the outgoing Steering Committee;
- To hear recommendations for the year's priorities by the outgoing Steering Committee to the incoming Steering Committee.

The Annual Meeting typically includes a guest speaker and generally addresses the objectives above.

At the December 1, 2021 Steering Committee meeting, attendees discussed a number of items to factor in to the upcoming Annual Meeting including:

- Making a more concerted effort to engage with municipalities, especially Complete Streets grant awardees;
- Identifying a small number of priority activities to encourage volunteers to participate in;
- Considering a presentation from Tom Sexton of the Rails to Trails Conservancy regarding rail trail development, a new component to the MAST Action Plan;
- Adjustments to the MAST Charter to accommodate desired changes in administration or governance.

Recommendation

Discuss and determine meeting details including: Steering Committee roster, date, venue, presentation topic(s), guest speaker, and other agenda items.