

Federal Highway Administration Quarterly Progress Report

REPORTING AGENCY: Pioneer Valley Planning Commission

FEDERAL FISCAL YEAR: 2022
Quarter: 4th

Task # / Description	Task Budget	Estimated Q1 Expenses	Estimated Q2 Expenses	Estimated Q3 Expenses	Estimated Q4 Expenses	Estimated Expenditures to Date	% Quarterly Accomplishments	% FFY Accomplishments
1.0 Manage. & Cert. of the 3C Process								
1.1 Management of the 3C Process	\$40,000.00	\$9,837	\$10,670	\$9,079	\$10,397	\$39,983	26%	100%
1.2 Unified Transportation Work Program	\$15,000.00	\$0	\$10,510	\$4,470	\$0	\$14,980	0%	100%
1.3 Public Participation Process	\$26,000.00	\$5,377	\$7,167	\$6,994	\$6,458	\$25,996	25%	100%
1.4 TIP Development	\$131,250.00	\$29,441	\$38,384	\$28,404	\$34,975	\$131,204	27%	100%
1.5 Title VI & Environmental Justice	\$78,750.00	\$17,804	\$21,113	\$17,472	\$22,321	\$78,710	28%	100%
Subtotal	\$291,000.00	\$62,460	\$87,844	\$66,420	\$74,150	\$290,873	25%	100%
2.0 Technical Support & Data Collection								
2.1 Traffic Counting	\$35,000.00	\$7,188	\$3,212	\$11,185	\$13,398	\$34,983	38%	100%
2.2 Reg. Travel Demand Modeling/Clean Air	\$85,000.00	\$18,954	\$24,858	\$19,347	\$21,833	\$84,992	26%	100%
2.3 GIS, Mapping and Graphics	\$90,000.00	\$21,477	\$17,973	\$21,354	\$14,181	\$74,984	16%	83%
2.4 Information Center	\$37,000.00	\$15,629	\$17,647	\$740	\$2,968	\$36,984	8%	100%
2.5 Region PMS- Data Collection	\$42,000.00	\$9,883	\$11,810	\$9,388	\$10,918	\$41,998	26%	100%
Subtotal	\$289,000.00	\$73,130	\$75,499	\$62,014	\$63,298	\$273,942	22%	95%
3.0 RTP Planning								
3.1 Regional Bicycle and Pedestrian Planning	\$75,000.00	\$18,706	\$19,082	\$16,369	\$20,828	\$74,984	28%	100%
3.2 Bike Share Implementation	\$17,500.00	\$4,470	\$4,485	\$2,899	\$5,623	\$17,477	32%	100%
3.3 Regional Freight Planning	\$30,000.00	\$7,369	\$7,490	\$8,094	\$6,997	\$29,951	23%	100%
3.4 Regional CMS--Project Development	\$106,250.00	\$26,321	\$24,931	\$27,959	\$27,024	\$106,234	25%	100%
3.5 Regional PMS--Project Development	\$50,000.00	\$11,810	\$14,429	\$11,530	\$12,194	\$49,962	24%	100%
3.6 Regional Performance Measures Assessment	\$18,750.00	\$4,530	\$4,772	\$4,772	\$4,635	\$18,709	25%	100%
3.7 Regional Safety and Planning Studies	\$115,872.00	\$34,964	\$28,111	\$28,369	\$24,413	\$115,856	21%	100%
3.8 Transit System Surveys & Route Implementation	\$118,750.00	\$27,479	\$28,513	\$32,238	\$30,519	\$118,749	26%	100%
3.9 Regional Transit Planning	\$118,750.00	\$30,025	\$27,320	\$22,262	\$39,125	\$118,731	33%	100%
3.10 Paratransit Planning Assistance	\$35,000.00	\$3,995	\$5,327	\$3,961	\$5,454	\$18,737	16%	54%
3.11 Climate Change Implementation	\$19,000.00	\$2,748	\$6,731	\$1,822	\$7,659	\$18,960	40%	100%
3.12 Green Streets and Infrastructure	\$19,000.00	\$1,612	\$2,311	\$2,363	\$12,433	\$18,719	65%	99%
Subtotal	\$723,872.00	\$174,028	\$173,501	\$162,638	\$196,903	\$707,069	27%	98%
4.0 Ongoing Transportation Planning								
4.1 Implementing the Regional Land Use Plan	\$15,000.00	\$1,498	\$5,176	\$2,806	\$5,518	\$14,998	37%	100%
4.2 Scenic Byways Support	\$7,000.00	\$655	\$2,468	\$0	\$3,784	\$6,908	54%	99%
4.3 Local Pavement Management Program	\$25,000.00	\$0	\$0	\$0	\$0	\$0	0%	0%
4.4 Local Technical Assistance	\$34,000.00	\$8,050	\$7,392	\$8,873	\$9,668	\$33,984	28%	100%
Subtotal	\$81,000.00	\$10,203	\$15,036	\$11,679	\$18,971	\$55,889	23%	69%
Direct Costs	\$20,000	\$4,012	\$3,180	\$2,844	\$9,426	\$19,463	47%	97%
TOTAL	\$1,404,872	\$323,833	\$355,060	\$305,595	\$362,747	\$1,347,235	26%	96%



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

Task: 1.1 Management of the 3-C Process

Progress

1. Submitted requests to MassDOT for approval
2. Met internally to discuss staffing needs, developed draft budget scenario for FY2023
3. Reviewed task budgets and assigned monthly staff hours
4. conducted 1 PVPC staff review
5. Submitted forms to MassDOT for approval
6. Reviewed task budgets
7. prepared monthly staff hour assignments
8. submitted forms to MassDOT for approval.
9. Reviewed task budgets and assigned staff hours for the month
10. Performed an assessment of remaining budget for the 3C Contract
11. Reviewed job descriptions for transit planner recruitment
12. Completed Annual Performance Review for 1 transportation staff member
13. Started developing a prioritized list of culverts for repair/replacement, pulling from HMPs and MVP SOFs
14. Reviewed task budgets
15. developed staff hour assignments for January
16. reviewed resumes for transit planner recruitment
17. Reviewed contract, task budgets.
18. Submittals items to MassDOT for approval
19. Developed staff hour assignments for the month of November
20. Finalized invoices for FY2021
21. Reviewed staff budgets and assigned hours for the month of October
22. Attended full transportation section meeting to review FY2022 staff responsibilities on 10/27
23. Conducted routine management and support including billing
24. Reviewed task budgets and assigned staff hours
25. Prepared submittals for MassDOT approval
26. Completed the annual performance review for one PVPC staff member.
27. Reviewed staff hours and task budgets for the remainder of the 3C Contract
28. prepared submissions for MassDOT approval
29. Developed Schedule B4's for FY20223 3C Contract
30. Reviewed all task budgets and adjusted staff hours to ensure no overages.
31. Reviewed the remaining direct cost budget and identified necessary software upgrades for purchase.
32. Submitted MassDOT forms for approval
33. Worked with accountant to set up contract codes for the FFY2023 3C Contract
34. Reviewed Task budgets
35. Developed Monthly staff hour assignments
36. Submitted approval requests to MassDOT
37. Reviewed Task Budgets and developed staff hour assignments
38. Submitted forms to MassDOT for review
39. conducted the annual review for 1 staff member
40. Reviewed task budgets and developed hour assignments for transportation staff

Products



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

Objectives

Task: 1.2 Unified Planning Work Program

Progress

1. Developed the Draft FY2023 UPWP Report
2. Addressed comments received on the draft UPWP
3. worked on development of the final UPWP
4. Reviewed new 3C budget for FY2023, developed a draft outline of tasks and allocated funding
5. Reviewed Federal and MassDOT UPWP guidance
6. Began review of new requirements of BIL for the UPWP
7. Reviewed the status of outstanding work included in the FY2022 UPWP
8. Reviewed information from MassDOT and FHWA on UPWP content and emphasis areas
9. Updated task budgets based on FFY2023 funding
10. Began update to UPWP report.
11. Attended the MassDOT MARPA Meeting on 1/28/2022
12. Reviewed MassDOT and FHWA emphasis areas for the FY2023 UPWP
13. No hours charged to task
14. No hours charged to task
15. No hours charged to task
16. No hours charged to task
17. No hours charged to task
18. No hours charged to task

Products

Meetings

1. 1/28

attendees: Roux

topic: MassDOT/MARPA Meeting

location: Zoom

Objectives

Task: 1.3 Public Participation Process

Progress

1. Attended Principles of Leadership Training at Employers Association of the Northeast on 4/5
2. Attended the JTC Meeting on 4/13
3. Corresponded with MassDOT Office of Diversity and Civil Rights to establish timeline for updated Public Participation Plan in 2022
4. Attended JTC Meeting on 5/11
5. Attended the MassDOT Socioeconomic Projections Committee meeting on 5/11
6. Attended the Virtual CIP meeting on 5/24
7. Participated in the MassDOT Long Range Plan Scenario Planning Workshop on 5/23
8. Distributed meeting cancellation notice for JTC Bicycle and Pedestrian and Complete Streets Advisory Committee
9. Contacted ODCR regarding update schedule for MassDOT Public Participation Plan
10. Attended IJJA webinar on 6/17
11. Attended PVPC Commission meeting on 6/9
12. Attended PVPC Executive Committee Meeting on 6/23
13. Reviewed updated PPP plans for inclusion of virtual meetings and outreach
14. Attended Principles of Leadership Training on 3/15
15. Reviewed status of MassDOT update to Public Participation Plan
16. Amended UPWP tasks and updated content related to PPP activities.
17. Participated in PVPC Commission Meeting visioning exercise
18. transcribed notes from meeting
19. Attended PVPC Executive Committee Meeting
20. Attended and participated in EDC Committee on Virtual Public Involvement
21. Met with City Councilor from Springfield to discuss transportation issues and concerns
22. Met with JTC Chair to discuss upcoming TIP Subcommittee meeting
23. Began review of FHWA facts sheets on BIL
24. Prepared meeting materials
25. Attended presentation on revised MassDOT public participation plan
26. Attended JTC meeting on 11/10
27. Attended MPO meeting on 11/23
28. Attended PVPC Executive Committee Meeting on 11/4
29. Participated in Statewide discussion of virtual meeting formats and updated to the Massachusetts Public Participation Plan
30. Responded to inquiries regarding public participation related to the TIP and CIP.
31. Reviewed FHWA requirements for updated to the MPO Public Participation Plan including revision schedule
32. Attended the PVPC MPO meeting on 10/26
33. Attended the ValleyBike meeting on 10/20
34. Attended PVPC JTC meeting on 10/13
35. Work developing survey of employers in the region to identify shifts in commute and remote-work patterns and policies
36. Work on completing and distribution of survey of businesses in the region regarding remote work policies
37. Reviewed responses to public outreach at local farmer's markets

Products

Meetings

1. 1/31



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

- attendees:** Roux
 - topic:** Springfield City Councilor Meeting
 - location:** Zoom
2. 1/31
- attendees:** ROUX
 - topic:** TIP Subcommittee
 - location:** Zoom
3. 10/13
- attendees:** Roux
 - topic:** JTC
 - location:** zoom
4. 10/20
- attendees:** Roux
 - topic:** ValleyBike
 - location:** zoom
5. 10/26
- attendees:** Roux
 - topic:** MPO
 - location:** zoom
6. 11/10
- attendees:** Roux
 - topic:** JTC Meeting
 - location:** Zoom
7. 11/23
- attendees:** Roux
 - topic:** MPO Meeting
 - location:** Zoom
8. 11/4
- attendees:** Roux
 - topic:** PVPC Executive Committee Mtg
 - location:** Zoom
9. 2/10
- attendees:** Roux
 - topic:** PVPC Commission Meeting
 - location:** Zoom
10. 2/24
- attendees:** Roux
 - topic:** PVPC Executive Committee Meeting
 - location:** Zoom
11. 4/13
- attendees:** Roux
 - topic:** JTC
 - location:** Zoom
12. 5/11
- attendees:** Roux
 - topic:** JTC
 - location:** Zoom



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

13. 5/11

attendees: Roux

topic: Socio Economic Projections

location: Zoom

14. 5/23

attendees: Roux

topic: Long Range Plan Scenarios

location: Zoom

15. 5/24

attendees: Roux

topic: CIP

location: Zoom

16. 6/17

attendees: Roux

topic: IIJA webinar

location: zoom

17. 6/23

attendees: Roux

topic: PVPC Executive Committee

location: zoom

18. 6/9

attendees: Roux

topic: PVPC Commission meeting

location: zoom

Objectives

Task: 1.4 Transportation Improvement Program (TIP) Development

Progress

1. Recorded comments received during public review
2. Finalized TIP once endorsed
3. Provided TIP packet to MPO prior to meeting
4. Review final recommendation with JTC
5. Continued to work toward a draft 2023-2027 TIP
6. Finalized FFY 2022 Amendment
7. Prepared for JTC and MPO to release TIP and amendment for public review
8. Reviewed CIM journal for project updates
9. Worked with OTP to identify 5310 funding to be added to Transit TIP
10. Updated project information
11. Updates to TIP web site
12. Meeting with District 2
13. Reviewed FFY 2022 TIP projects and began to prepare for potential amendment
14. Continued to work towards a draft FFY 2023-2027 TIP
15. Began updating TIP documents for draft document to be available in April
16. Reviewed CIM journal for project advertisement updates
17. Continued to work with MassDOT and Municipalities to update project information in preparation for TIP development
18. Reviewed 2022 TIP project status
19. Held TEC meeting to update project scoring
20. Provided updated list of project to JTC and MPO
21. Development of Draft Project Universe
22. Reviewed Status of FFY 2022 projects
23. Prepared Transit Amendment for Endorsement by MPO
24. Began work on TIP Development Schedule
25. Reviewed project status in preparation for TIP development
26. Began work on uploading PVTA CIP into Grantsplus+
27. Reviewed TIP projects
28. Routine Maintenance to TIP database
29. CIM Journal Review
30. Transit TIP Amendment - including legal notice and web site
31. Prepared for JTC and MPO meetings
32. Reviewed CIM Journal
33. Updated TIP Database to reflect current information
34. Final Review to ensure FFY 2021 TIP is completed
35. Began Review of status of FFY 2022 projects
36. Worked on Draft TEC Update
37. Reviewed FFY 2022 TIP projects to ensure all projects are advancing
38. Reviewed CIM journal for project advertisement
39. Prepared FFY 2022 TIP amendment for MPO meeting and web site
40. Work project, preliminary Home page design for pioneer valley bike trails website
41. Reviewed CIM Journal for project advertisements
42. Finalized Transit amendment, MPO endorsement



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

43. Reviewed TEC for anticipated update
44. Review FFY 2022 TIP projects to ensure projects met requirements for being completed
45. Reviewed CIM Journal for advertisements
46. Performed outreach for the FFY 2023 TIP projects
47. Reviewed summary for TEC performance
48. Prepared presentation for JTC and MPO

Products

1. FFY 2022 TIP amendment
2. Transit amendment
3. TEC summary
4. TEC Review
5. Draft 2023-2027 TIP and web site
6. FFY 2022 TIP Amendment
7. Summary of Public Review comments for the 2023-2027 TIP
8. Updated TEC ranking
9. Draft Preferred project list
10. Updated project list
11. Draft Project Universe
12. Transit Amendment
13. Transit TIP Amendment
14. Legal notice
15. Final FFY 2021 Project Status
16. TEC Presentation

Meetings

1. 1/12/2022
attendees: Andy, Dana, Gary
topic: TIP (JTC)
location: Zoom
2. 1/25/2022
attendees: Andy, Dana, Gary
topic: TIP (MPO)
location: Zoom
3. 10/13/2021
attendees: Andy, Gary, Dana
topic: TIP (JTC)
location: Zoom
4. 11/10/21
attendees: Andy, Dana, Gary
topic: TIP at JTC
location: Zoom
5. 11/28/21
attendees: Andy, Dana, Gary
topic: TIP at MPO
location: Zoom



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

6. 2/16/22
attendees: Andy, Gary, Dana
topic: TIP development (JTC)
location: Zoom
7. 2/22/22
attendees: Andy, Gary, Dana
topic: TIP development (MPO)
location: Zoom
8. 2/9/22
attendees: Andy, Gary
topic: TIP Sub committee
location: Zoom
9. 4/13/22
attendees: Andy, Dana, Gary
topic: TIP (JTC)
location: Zoom
10. 4/26/22
attendees: Andy, Dana, Gary
topic: TIP (MPO)
location: Zoom
11. 5/11/2022
attendees: Andy, Dana, Gary
topic: TIP (JTC)
location: Zoom
12. 5/24/2022
attendees: Andy, Dana, Gary
topic: TIP (MPO)
location: Zoom
13. 6/27/2022
attendees: Andy, Dana
topic: Project Delivery, cooperation
location: District 2
14. 7/26/2022
attendees: Dana, Gary
topic: TIP (MPO)
location: PVPC Zoom

Objectives

Task: 1.5 Title VI and Environmental Justice

Progress

1. Attended the WMTNA meeting on various transportation related updates.
2. Reviewed draft socio-economic presentation and slides from 4/13 Socio-Economic Projections committee recording
3. Reviewed FHWA revisions to FTA disadvantaged communities census tract designations.
4. Completed training for "Healing Racism."
5. Revised Title VI tasks for the 2023 UPWP
6. Responded to PVTA regarding Title VI inquiries.
7. Attended the virtual Forum on Climate, Transportation, & Equity by Transportation For Massachusetts to advance climate-focused transportation policy
8. Attended the Western Massachusetts Transportation Advocacy Network monthly virtual meeting and listened to a presentation about the status and future of rail transportation in Western Massachusetts. Received updates related to fare free advocacy initiatives by public transit supporters to facilitate equity and access to transportation services by the various regional transportation agencies. I listened to the testimony of a transit dependent user on the inadequacies of paratransit and medical rides services available and current transportation access barriers to medical appointments follow up and to seeking necessary health care
9. Provided PVTA with PVPC_MPO's Title VI updates as related to FTA Tri-annual certification review.
10. Corresponded with MassDOT ODCR regarding Title VI reporting requirement as sub-grantee to PVTA
11. Reviewed and reported on Service Equity Analysis requirements for PVTA service cuts.
12. Summarized PVPC-MPO's equity work for web narrative.
13. Responded to inquiries by bike advocates regarding upcoming Bike Month planning meetings.
14. Discussed inclusive meetings with colleagues and methods to make participants feel valued and heard.
15. Ordered replacement parts for counting equipment
16. Attended webinar on Equity in Transportation Education and Workforce Development by the USDOT Intelligent Transportation Joint Program Office
17. Attended the meeting of the PVPC Equity and Inclusion working group.
18. Assisted Northampton with bicycle mode split data including bikeshare data and bike lane volumes
19. Attended the WMTAN monthly meeting
20. Began work on Equity Assessment for the FY2023 UPWP.
21. Coordinated schedules and registration for PVPC racial sensitivity and awareness training
22. Reviewed preliminary census data related to race.
23. Provided documentation of Title I activities to PVTA related to FTA certification review.
24. Attended the WMTAN meeting
25. Attended the BikePed monthly meeting and noted down comments on the PV 2021 Bike Month Report.
26. Participated in the JTC TIP Subcommittee meeting on 2/9
27. Registered for Healing Racism training seminar.
28. Reviewed language translations used in Bay State Bike Month calendar/poster
29. Reviewed FHWA guidance on measuring equity using new GIS mapping tools and new metrics.
30. Reviewed information/facts sheets on the BIL
31. Attended webinar on the CTTTP software used for viewing and analyzing census data at various geographical area levels.
32. Attended virtual bike month planning meeting for 2022.
33. Reviewed data collection plan and proposed surveys of participants and organizers of the 2022 Bike Month event and gave feedback to MassBike representative.
34. Responded to inquiries by bike advocates regarding upcoming Bike Month planning meetings.



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

35. Attended virtual meeting of the TRB Visualization in Transportation committee. This included presentations on Best Practices for effective data visualizations that tell the true story using excell plots, charts, tables, and maps. Topics included consideration related to choice of visualization, composition, color themes, and how to emphasize data relevant to various target audiences. They also referred to digital accessibility tools and federal guidance to accessible digital content compliance.
36. Responded to staff inquiries regarding Justice40 and transit planning
37. Attended FHWA training on new regulations including Justice 40
38. Worked on new measures/definitions of environmental justice populations.
39. Reached out to Holyoke Bicycle and Pedestrian Committee and attended a meeting regarding bike parking.
40. Responded to inquiries regarding transit ridership populations and existing GIS EJ layers.
- 41.
42. Attended the Western Massachusetts Transportation Advocacy Network zoom meeting.
43. Reviewed a TRB paper on transportation network accessibility.
44. Attended the Healing Racism two-day workshop.
45. Reviewed UPWP tasks related to EJ and Title VI
46. Attended training on using FHWA's new environmental justice screening tool.
47. Attended paratransit appeal hearing, explained process to appellant and her team of advocates, reviewed supporting documentation, facilitated discussion and decision follow up with appeal committee members, prepared decision letter, and delegated mailing task.
48. Reviewed the ENF for the Western Massachusetts Gas Reliability Project. Met with PVPC staff to discuss the comment letter
49. Worked with staff to develop the electronic survey for major employers on working from home trends
50. Attended the virtual monthly meeting by the Western Mass Transportation Advocacy Network and listened to various transportation updates
51. Worked on distribution list for public comment on the new draft Public Participation Plan
52. Participated in MPO roundtable discussion for the EDC Virtual Public Involvement Committee Meeting
53. Developed surveys for RTP outreach events
54. Discussed limited English proficiency language needs for surveys and use of translation app tools
55. Identified foreign languages needs at each of the public engagement venues
56. •St James-Worthington Intersection Schematic Illustration
57. Used MassDOT's Engage tool to assess languages (other than English) spoken at locations for RTP outreach
58. Reviewed new mapping tools in geodot
59. Responded to inquiries related to the PVPC MPO public participation plan update
60. Prepared outreach materials for farmer's markets
61. Coordinated attendance at Northampton Farmer's Market
62. Reviewed languages spoken using MassDOT Engage Tool for public outreach events.
63. Attended the Western Mass Transportation Advocacy meeting
64. Discussed, Planned, and conducted public outreach related to the upcoming RTP update. Reviewed edited survey questions to be used for engaging the public in helping to prioritize various regional transportation projects in the 30 year long range plan.

Products

Meetings

1. 2/9
attendees: Roux
topic: JTC TIP Subcommittee Meeting
location: Zoom



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

2. 5/11/2022

attendees: Rana

topic: Transportation Advocacy Network

location:

Objectives

Task: 2.1 Traffic Counting

Progress

1. Responded to traffic count requests.
2. Started work on updating the Regional Traffic Count report
3. Responded to traffic count requests.
4. Certified the automatic traffic recorders
5. Sent results to MassDOT
6. Continued work on the update to the regional traffic count report.
7. Responded to traffic count requests.
8. Performed traffic counts in Holyoke, Springfield, Westfield, and W. Springfield.
9. Responded to traffic count requests.
10. Responded to traffic count requests.
11. Prepared the database for entry of 2021 ADTs.
12. Responded to traffic count requests.
13. Responded to traffic count requests.
14. Converted all count files to a format compatible for upload to MS2.
15. Uploaded all counts to MS2.
16. Requested quotes for new Jamar tube counters.
17. Responded to traffic count requests.
18. Performed traffic counts in Springfield.
19. Collected traffic count data from Page Boulevard
20. Began to finalize the FFY 2021 count program
21. Installed count sticks to compare results as to real-time counting
22. Responded to traffic count requests.
23. Performed traffic counts in Easthampton, Holyoke, Chicopee, Ludlow, Wilbraham, S. Hadley, Westfield, Chester, and Westhampton.
24. Responded to traffic count requests.
25. Performed traffic counts in Monson, E. Longmeadow, Ludlow, Springfield, and Chester.
26. Responded to traffic count requests.
27. Performed traffic counts in Easthampton, Northampton, Amherst, S. Hadley, and Hadley.

Products

Meetings

Objectives

Task: 2.2 Regional Travel Demand Modeling/Clean Air Planning

Progress

1. Attended statewide SEPC meeting to learn about the population and model, how migrations, births, and deaths are incorporated. This included a presentation on the landuse model using zoning maps to represent development capability for future growth.
2. Discussed with colleague steps needed to complete preparations for the 2022 Bike Month Poster and Media coverage efforts. Contacted PVPC's media relation staff for help with Pioneer Valley Bike Month May 2022 events and followed up on press release draft request.
3. Updated the list of priority counts needed for use in the Regional Model Calibration at external station locations and a bridge. Forwarded request to supervisor for scheduling.
4. Reviewed the agenda of the MassDOT's Innovation conference and identified sessions of interest from the two day schedule. Registered for virtual attendance. Attended virtual sessions related to Transportation Planning at the two-day Innovations Conference by MassDOT.
5. Reviewed the Statewide Long Range Transportation Plan and gave feedback related to transportation priorities for the upcoming update.
6. Attended the SEPC May 2022 meeting and received updates on progress related to the population, household, and labor force future estimates based upon 2020 census data. Received a demonstration of the tableau online tool used for comparing change in population categories over the years from 2000 to 2050 for each of the regional planning areas.
7. Met virtually with colleague and discussed options for mode choice application in the regional travel demand model.
8. Reviewed data collection plan and proposed surveys of participants and organizers of the 2022 Bike Month event and gave feedback to MassBike representative.
9. Prepared meeting notes for the first 2022 Bike Month Planning virtual meeting for enclosure with the subsequent meeting announcement. Attended weekly Bike Month virtual Meeting.
10. Reviewed the Census and FHWA announcements regarding new criteria for urbanized area designations to determine impacts on the Pioneer Valley region and estimated data release schedule for inclusion in the upcoming RTP update.
11. Contacted colleague regarding most recent count data in the last couple of years and obtained updated counts database.
12. Consolidated PVPC traffic counts made in 2020 and 2021 to the model count database.
13. Attended webinar on solutions to supply chain disruptions by the TRB Freight committee.
14. Attended the Statewide Socioeconomic Projections Committee's monthly meeting and discuss new data revealed regarding population projections and development capacities. Reviewed meeting recording.
15. Reviewed recordings of some of MassDOT Innovation conference sessions.
16. Updated the draft 2022 Bike Month Summary Report with this year's information. Met with colleague to discuss steps leading to finalizing the report. Contacted MassBike's communications officer to request event and survey data related to this year's Pioneer Valley programs.
17. Followed up with MAPC about receipt of PVPC zoning data for use in land use and data projections.
18. Continued to update traffic count data base with most recent volumes for major roads.
19. Met with colleague to discuss model script modifications.
20. Discussed and updated the UPWP task 2.2 for the upcoming work program in 2023.
21. Reviewed and compared model results and socioeconomic totals.
22. Identified the need for corrections to employment totals and a rerun model for 2020, 2030 then archival of corrected results.
23. Met with colleague to discuss mode choice and data needs for potential upgrades to the current regional travel demand model.
24. Updated the model counts data base spreadsheet with recent AADT from MassDOT and CTDOT traffic counts data portals for the external stations.
25. Identified needed traffic counts in order of priority for locations without recent counts.
26. Discussed model processes with colleague and identified areas of improvements to current software macro.
27. Reviewed traffic count comparison during and pre-pandemic difference variance at various locations of the Pioneer Valley.
28. Attended the SEPC meeting and followed up with supervisors on updates and requested data.
29. Searched for zoning maps for 7 communities and located and printed zoning and overlay maps for two of them from online sources.
30. Updated the zoning data spreadsheet with new find and web links.



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31. Edited the Future Goals and finalized the Pioneer Valley 2021 Bike Month Report.
32. Attended the CTPP Advanced software virtual training for using the Census data products.
33. Continued to update the model count database and added recent counts for permanent stations.
34. Cross checked results of model year TAZ databases and Land Use socioeconomic spreadsheets against regional totals for projection year to detect errors in input projection totals for the employment category.
35. Reviewed model script analysis summary of collaboration document.
36. Assessed zoning data gaps and updated spreadsheet with most recent map product dates.
37. Discussed the travel model computer coding scripts with colleagues
38. Reviewed the typical use of k-factors in travel demand modeling
39. Began updating the historic traffic count database used in the trip generation and calibration of the regional travel demand model.
40. Reviewed traffic count comparison analysis for 2020 and 2021 data at key locations throughout the Pioneer Valley.
41. Conducted online searches for zoning maps of remaining Pioneer Valley communities. Downloaded pdf files and captured jpeg images from published reports and online GIS portals. Archived files in preparation for uploading to MAPC website.
42. Studied the impact of PUMA geography on PUMS data availability for use in the seed file of the new 2020 base year model's IPF process in the trip generation step.
43. Discussed the proposed PUMA alternatives offered by the SDC and how each option would impact the accuracy of census data for Pioneer Valley region. Gave recommendations to PVPC Data Center staff on recommended PUMA geography for Hampshire county PUMAs and followed up on outcome from SDC.
44. Reviewed presentation materials and recording of the Statewide Socioeconomic Projections committee.
45. Attended CTPP webinar on getting to know available data.
46. Discussed model calibration tasks and schedule with supervisor.
47. Attended webinar on creating web QGIS maps and GitHub repositories.
48. Reviewed the Census and FHWA announcements regarding new criteria for urbanized area designations to determine impacts on the Pioneer Valley region and estimated data release schedule for inclusion in the upcoming RTP
49. Attended a virtual training on creating maps with Google Earth Pro.
50. Attended webinar and creating maps with Census Data
51. Attended webinar on data use proficiency
52. Participated in the Western Massachusetts Transportation Advocacy virtual monthly meeting
53. Worked on bike month summary report
54. Attended the statewide socioeconomic projections meeting using the 2020 census data on behalf of PVPC
55. Met with Data manager at PVPC to discuss use of the PUMA data in the Travel Demand Model and received updates on 2020 PUMA geographies and discussed necessary modifications.
56. Met with PVPC Data Center Manager to discuss uses of PUMA census geography for transportation analysis and model.
57. Reviewed historic PUMA geography and data used in the travel demand model.
58. Met with colleague to discuss the development of the Travel Demand Model.
59. Discussed new proposed PUMA geography and their impact on our regional travel demand model.
60. Reviewed zoning bylaw links and available zoning maps for the communities in the Pioneer Valley Region.
61. Helped colleague install TransCAD software on a new office laptop.
62. Attended the statewide Socioeconomic Projections Committee zoom meeting.
63. Attended the Pioneer Valley Commission meeting to receive updates on the recent Rail Study.
64. Attended CTPP spotlight on Commuting in America report meeting online.
65. Finalized the Bike Month Draft report.
66. Attended MassBike Annual Meeting online
67. Met with colleague to discuss travel demand forecasting in the Pioneer Valley and the historic TransCAD macro development.
68. Reviewed projects submitted for CMAQ consultation and attended the state's quarterly meeting on behalf of PVPC.
69. Attended the statewide socioeconomic projections committee to discuss methodology applied to 2020 census data on behalf of PVPC.



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70. Attended Transportation staff meeting
71. Attended the Western Massachusetts Transportation Advocacy Network virtual meeting.
72. Attended the statewide Socio-Economic Projections Committee monthly meeting.
73. Received updates on progress of the land use model and reviewed regional estimates of Floor Area Ratio and Dwelling Units per Acre in the Pioneer Valley's various communities and their multiple zones.
74. Attended the Transportation section virtual meeting to discuss updated and work expectations and task reporting.
75. Reviewed TRB paper related to modeling optimal location of electric bus chargers.
76. Requested census data from staff of PVPC data center and reviewed household number by community.
77. Viewed the Bridging Transportation research conference sessions to stay current on planning research
78. Attended TRB committee virtual meeting on transportation equity
79. Listened to audio lectures on various topics related to transportation planning and engineering, safety, congestion and economic growth.
80. Reviewed census data and discussed with data center staff its availability at various geography levels.
81. Attended the Boston MPO Travel Demand Management virtual Webinar
82. Attended CTPP API webinar
83. Discussed model network modifications with supervisor to reflect future and completed projects.
84. Attended the Socio-Economic Projections Committee statewide monthly meeting.
85. Consulted most recent reports on major employers in the Pioneer Valley region from 2008 and 2020. Reviewed 2019 employment in data axle database. Discussed with colleague required fixes to database in preparation for providing feedback requested by the statewide data analysis contractor.
86. Worked with in-house data center staff to obtain updated socio-economic data related to 2020 households in Pioneer Valley region in preparation for an updated travel demand model new base year 2020. Households were categorized by number of people , number of autos, number of workers, and income ranges.
87. Compared line network attributes between major bridges and rotaries in the Pioneer Valley
88. Identified lane capacity modification needed.
89. Staffed and set up booth with the help of a colleague at the Amherst Farmers Market. Invited passers-by to stop by and fill out the survey. Explained the RTP and answered various transportation related questions. Distributed giveaway incentives to participants.
90. Communicated with Amherst farmers market manager and his assistant to gain permission to set up a table on behalf of PVPC on the 17th of September 2022 in conjunction with the market's 50th anniversary.

Products

Meetings

1. 5/11/2022
attendees: Rana
topic: SEPC May 2022 meeting
location:

Objectives

Task: 2.3 GIS, Mapping and Graphics

Progress

1. Staff deigned cover for Draft TIP document.
2. Staff initiated design for posters to be used during Baystate Bike Month event in the region.
3. Staff continued updates to online TIPs map data and related information.
4. Staff worked on field work maps to be used in collection of road conditions on dirt roads in Huntington.
5. Staff continued to work with Cartegraph to get pavement data transitioned to Cartegraph Online Management System (OMS).
6. Continue data migration efforts with Cartegraph. Make multi-part segments single features based on unique ID (CSN_ZF) to allow 1:1 relate with Cartegraph pavement segment records.
7. TIP online project mapping updates.
8. Worked on bike infrastructure updates
9. Design and updated Ludlow Pavement Management Report cover and produce hard copies.
10. Install new plugins in WordPress MPO website and began designing multi column format page.
11. Assist in formatting multi pdf pages for Traffic and Transportation Study of Page Boulevard (Route 20) and Bircham Street report
12. Web design - created new formats for web pages in order to create more dynamic page environment
13. Revisions to Ludlow Pavement report including the production of hard copies
14. Continue data migration efforts with Cartegraph. Make multi-part segments single features based on unique ID (CSN_ZF) to allow 1:1 relate with Cartegraph pavement segment records
15. Graphics staff prepared a new document cover for Ludlow Pavement management report.
16. Updates to design and content for the MPO web page.
17. Continued work with Transportation planners and Cartegraph, supporting the conversion of pavement databases and migration to a new online pavement management system.
18. Prepared Ludlow roadway classification map for the town's Pavement Management report.
19. Worked on PVTA Rider Survey Interpolation Map online
20. Worked on MassDOT Large Bridge Traffic Count Locations online map
21. Worked on TIP 2023-2027 data development for analysis, report tables, report maps and online map. Work continuing into April.
22. Staff prepared content and materials for posting to the website.
23. Staff continued to work on migration of pavement data and integration of GIS and the new online management system.
24. Staff worked on processing GIS data pertaining to Mtn. bike trails.
25. Data man agent and updates to bike paths and bike lane map layers.
26. GIS staff worked on updates to the trail connectivity online tool.
27. Continued work with Cartegraph data migration project to convert from client-based system to cloud-based online platform.
28. Worked on Cartegraph pavement data integration with Cartegraph technical support, for the conversion over to their new web-based platform.
29. Reworked Rte. 20 Corridor Study story map from Adobe Spark to new Adobe Creative Cloud Express program.
30. Updated Monson pavement management report and presentation.
31. Designed mock-ups for updating images on Word Press MPO header images.
32. Continued to work with Cartegraph to convert maps and pavement data over to new Cartegraph OMS online platform.
33. Worked on PVTA Title VI map data.
34. GIS staff updated and maintained mapped data sets, including ArcGIS Online.
35. GIS Staff worked on municipal zoning geodatabase development.
36. Updates to Longmeadow Pavement Management PowerPoint presentation.
37. Created new PowerPoint presentation for Pavement Management in Monson.
38. Worked on Route 20 Corridor Study story map.
39. Worked on updates and conversion of Cartegraph data in preparation of move to web-based application.



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40. Reformatted PVPC logo for transportation promotional material
41. Update to MPO website, design new pages for information being transferred from MPO page on PVPC website
42. Work Project – organizing data to be used for bike trails website
43. •Pavement management field data collection mapping
44. •Migration of GIS data sets to new GIS computer
45. Data and map development for Regional Transportation Plan - Ongoing
 - Online data (AGOL) management - Ongoing
 - St James-Worthington Intersection Report cover and graphics.
 - PV hiking and bike trails website gathering of information
 - Pavement management field work maps
 - Continue work with Cartegraph on data conversion to new online system
46. Online data (AGOL) management - Ongoing
47. St James-Worthington Intersection Report cover and graphics.
48. PV hiking and bike trails website gathering of information
49. Pavement management field work maps
50. Continue work with Cartegraph on data conversion to new online system.
51. GIS and graphics staff worked on updates to traffic count data and posted additional documents to the PVPC website.
 - Graphics staff worked on web layout mock-ups for trails information.
 - Graphics staff worked with Transportation staff and Cartegraph to complete the migration of regional pavement data from Cartegraph Navigator (desktop client application) to new Cartegraph OMS (web application).
52. Graphics staff worked on web layout mock-ups for trails information
53. Graphics staff worked with Transportation staff and Cartegraph to complete the migration of regional pavement data from
54. Cartegraph Navigator (desktop client application) to new Cartegraph OMS (web application).

Products

Meetings

Objectives



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Task: 2.4 Information Center

Progress

1. Continued work updating of regional database.
2. Work on business survey regarding remote work and commute impacts.
3. Worked on developing online data dashboard to summarize Valley Bike usage.
4. Continued updating of regional database.
5. Updates to data in regional database and PV Data website.
6. Work with transportation staff to visualize bike share program use data.
7. Begin planning bike share data dashboard
8. Continued updating of regional database including data specific to regional employers and employment during COVID.
9. Extensive work on annual updates for regional database
10. Work on updating regional data website and regional COVID-19 recovery data indicators.
11. Discuss with transportation staff best ways to display regional bike and transportation data.
12. Updated Regional Indicators
13. Database updates
14. Regional database data updates.
15. Met with Transportation staff and state data center to discuss inclusion of PUMA data in regional transportation model.
16. Updates to regional data indicators website.
17. Work on annual database updates and maintenance
18. No hours charged to task
19. Work on annual database updates and maintenance

Products

Meetings

Objectives



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Task: 2.5 Regional Pavement Management System - Data Collection

Progress

1. Completed pavement distress data collection in Huntington and Chester.
2. Pavement distress data collection in Westhampton and Chesterfield.
3. Completed pavement distress data collection in Westhampton and Chesterfield.
4. Completed pavement distress data collection in Easthampton.
5. Started pavement distress data collection in Huntington and Chester.
6. Continued the pavement distress data collection in Easthampton.
7. Completed pavement distress data collection in Holyoke.
8. Started data collection in Easthampton.
9. Continued with pavement distress data collection in Holyoke.
10. Continued with pavement distress data collection in Ludlow.
11. Continued with pavement distress data collection in Holyoke.
12. Started data collection in Ludlow.
13. Started pavement distress data collection in Hatfield and Goshen.
14. Completed pavement distress data collection in Goshen.
15. Continued with pavement distress data collection in Hatfield.
16. Completed pavement distress data collection in Hatfield.

Products

Meetings

Objectives

Task: 3.1 Regional Bicycle, Pedestrian, and Complete Streets Planning

Progress

1. Coordinated weekly meeting for Bay State Bike Month
2. Reached out to stakeholders regarding participation in Bay State Bike Month
3. Prepared and distributed draft poster for Bay State Bike Month.
4. Uploaded event information in Statewide Event Calendar for Bay State Bike Month
5. Printed Bay State Bike Month Posters.
6. Compiled list of new bike/ped count locations for 2023
7. Responded to requests for bicycle mode data for Northampton
8. Prepared meeting notice and agenda for JTC Bicycle, Pedestrian and Complete Streets Sub-committee
9. Responded to requests regarding the new designation of the New Haven to Northampton Canal Greenway.
10. Reviewed bike month poster draft. Followed up on the news release draft. Followed up on the social media promotional efforts. Shared Bike month poster with various circles on social media.
11. Followed up with the internal PVPC Public Relations Officer to promote current Pioneer Valley Bike Month events of week. Documented efforts to date and populated the draft report with images from various social media coverage of the activities. Listened to a recording of the public radio interview with a colleague on the Pioneer Valley Bike Month and referenced in the draft report.
12. Updated the PV Bike month report with new images and copies of social media posts highlighting the various events. Followed up with PVPC's Public Relations officer on final promotion efforts. Discussed representation and coverage at events with colleague. Prepared event listing and requested location map from colleague.
13. Attended PV Bike month breakfast event in Northampton
14. Attended PV Bike Month "critical mass" ride
15. Attended Holyoke bike event for Bay State Bike Month
16. Participated in CT Riverwalk Bike Tour for PV _Bay State Bike Month.
17. Ordered replacement parts for trail traffic counters.
18. Coordinated ribbon cutting event for Chicopee River Walk and Bikeway _discussed wayfinding signage
19. Collected bicycle and pedestrian counts on the West Springfield section of the Connecticut River Walk and Bikeway
20. Installed traffic counter on the Haydenville section of the MassCentral Rail Trail.
21. Downloaded usage data from infrared TrafX counter on the Ludlow Mills Riverwalk
22. Reviewed bicycle crash data for Holyoke
23. Provided comments and participated in planning discussions for the Northampton to Hatfield Connecticut River Trail.
24. Coordinated meeting notice and agenda for Bay State Bike Month
25. Participated in Bay State Bike Month weekly meetings.
26. Reached out to communities and bike merchants to solicit participation in Bay State Bike Month
27. Prepared draft event calendar for Bay State Bike Month
28. Prepared and distributed JTC Bicycle and Pedestrian and Complete Streets Subcommittee meeting notice and agenda
29. Field visit to Chicopee Riverwalk and Bikeway construction project.
30. Scouted count location for bicycle counts
31. Coordinated the meeting notice and distribution for the Joint Transportation Committee's Bicycle, Pedestrian and Complete Streets subcommittee.
32. Prepared meeting presentation (PowerPoint) and agenda for the Joint Transportation Committee's Bicycle, Pedestrian and Complete Streets subcommittee.
33. Responded to inquires from municipalities regarding the MassDOT Shared Streets and Spaces Program
34. Conducted field visit to the Connecticut Riverwalk and Bikeway in Chicopee MA
35. Researched the used of FLIR cameras for bicycle and pedestrian traffic counting.
36. Assisted communities with grant applications, including bike share station installations.



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37. Began planning for Bay State Bike Month 2022.
38. Reviewed edits needed for bike commute month report and address pagination errors.
39. Attended the monthly Bike/Ped meeting to encourage attendees to give their feedback on the Bike commute month report.
40. Created alternative text as captions for images included in the draft Pioneer Valley Bike Month report.
41. Viewed presentations from MassDOT Moving Together Conference; including new MS2 database and safe roads initiatives
42. Reviewed and commented on MassDOT Safe Speeds initiative and online content.
43. Prepared draft agenda items for proposed JTC bike-ped-complete streets meeting in January
44. Attended presentation and training on the new Shared Streets and Spaces program
45. Worked on an EDA grant proposal with Uconn to expand the regional counting program.
46. Participated in training session on the use of Streetlight Data for bicycle and pedestrians.
47. Researched bicycle and pedestrian count equipment technology
48. Released draft report on Bay State Bike Month for review and comment
49. Distributed bicycle and pedestrian crash data to Springfield.
50. Coordinated regional meeting on connections between West Springfield, Westfield, and Holyoke.
51. Review bikeshare station costs for E-bikes
52. Downloaded strava data layers for Hampshire and Hampden County.
53. Reviewed MassTrails grant application.
54. Installed bicycle and pedestrian traffic counter on the Redstone Rail Trail in East Longmeadow.
55. Responded to requests from the Town of East Longmeadow regarding reports for seasonal trail use on the Redstone Rail Trail.
56. Attended MassBike annual meeting
57. Attended Walk/Bike Springfield meeting
58. Participated in the New Haven to Northampton Canal Greenway meeting and coordination event
59. Attended annual meeting of the Friends of the Northampton Trails and Greenways.
60. Reviewed draft report on Bay State Bike Week.
61. Reviewed MassDOT new speed initiative guidance.
62. Met with supervisor, and colleague to prepare for the bike share promotion event.
63. Staffed the first grant funded bike share and active life style promotion event in Holyoke and prepared a report summarizing the day and initiative.
64. Discussed bike month events recap outreach with colleague and created an excel sheet document for use in reporting outcome by various participating entities.
65. Conducted site visit to the Ware State Street project study area
66. Met with town officials, fire and police regarding the State Street Project study area
67. Prepared final comments on 2022 Bay State Bike Week Report
68. Worked on draft online web site for trails.
69. Responded to comments regarding MARPA MassTrails grant for online mapping of trails.
70. Responded to requests for assistance from the Town of Southwick regarding funding for a trail extension to Point Grove Road
71. Used new MassDOT Potential for Everyday Bicycling model to assess proposed network connections
72. Responded to requests for information related to Northampton trail expansion
73. Provided volume count for the Mass Central Rail Trail in Williamsburg
74. Installed traffic counters on shared use paths and bike lanes.
75. Ordered replacement and repair parts for traffic counting equipment
76. Met with town officials in Monson to assess roadway safety issues
77. Met with Monson Highway Superintendent and Town Planner regarding Complete Streets
78. Collected speed data on State Street in Monson
79. Registered for NACTO
80. Assisted Umass Grad students in research project on ped safety



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81. Attended training on MassDOT new crash portal tools in IMPACT
82. Prepared meeting cancellation material for Sept bike ped meeting.
83. Responded to requests from the City of Easthampton for pedestrian counts on new project
84. Installed pedestrian traffic counter in Easthampton
85. Responded to requests for information related to accessible trail and the Mass Trails 2022 Conference
86. Attended NACTO conference in Boston and Somerville

Products

Meetings

1. 5/4/2022
attendees: Ran
topic: Bike month stakeholders.
location:

Objectives

Task: 3.2 Bike Share Implementation

Progress

1. Reviewed monthly usage data from Jan, Feb, March for 2022
2. Reviewed and commented on draft ValleyBike data dashboard
3. Attended the ValleyBike Committee Meeting on
4. Met with staff on draft ValleyBike Data dashboard
5. summarized comments received from ValleyBike steering committee on draft data dashboard
6. Met internally to discuss the potential concept of a ValleyBike Consortium
7. Updated monthly ridership information through May 2022
8. Worked on the draft version of the ValleyBike Year 4 Assessment Report
9. Reviewed December ValleyBike data and prepared for summary report
10. Attended ValleyBike Committee Meeting on 2/16
11. ValleyBike Meeting on 1/19
12. Met with Massbike to talk about outreach to the elderly
13. met with staff on development of a data dashboard for ValleyBike
14. Attended ValleyBike meeting on 12/15
15. Presented on ValleyBike at Moving Together Conference
16. Developed ValleyBike PowerPoint presentation for Moving Together
17. Updated information on monthly usage through 10/20201 for Valley Bike
18. Worked on PowerPoint presentation for the Moving together conference.
19. Updated the ValleyBike database to reflect current information on use.
20. Reviewed use data for June and migrated into the PVPC database
21. Analysis of regional bike-share use data
22. Analysis of regional bike share data.
23. Attended the ValleyBike Committee Meeting on 9/21
24. Reviewed summer 222 ValleyBike usage data

Products

1. draft data dashboard:
https://public.tableau.com/app/profile/pvpc/viz/ValleyBikeShare_202205121720/DB_PRIMARY?publish=yes
2. ValleyBike Year 4 Assessment Draft Report

Meetings

1. 1/13
attendees: Roux
topic: Massbike outreach
location: Zoom
2. 1/19
attendees: Roux
topic: ValleyBike
location: Zoom
3. 12/15
attendees: Roux
topic: ValleyBike
location: Zoom



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4. 12/9

attendees: Roux

topic: Moving Together Conference

location: Zoom

5. 2/16

attendees: Roux

topic: ValleyBike

location: Zoom

6. 5/18

attendees: Roux

topic: ValleyBike

location: Zoom

7. 9/21

attendees: Roux

topic: ValleyBike

location: zoom

Objectives

Task: 3.3 Regional Freight Planning

Progress

1. Attended the MPO Meeting on 4/26
2. Attended Principals of Leadership Training on 4/12 at EANE
3. Reviewed options for Freight CMP dashboard using RTIS
4. Attended Pioneer Valley MPO meeting on 5/24
5. Attended the MassDOT Citation Portal Meeting on 5/19
6. Began development of study outline for the Holyoke Railroad Overpass Safety Study - Lyman at Canal
7. Began review of crash data at the intersection of Lyman Street with Canal Street in Holyoke
8. met with District 2 staff on 6/27
9. reviewed detail and information on the Reconnecting Communities Pilot program
10. performed a field visit of the intersection, collected data on existing signal and sign placement
11. Attended DUG Meeting on 3/9
12. Worked on development of agenda for 3/9 DUG meeting
13. Met with CRCOG staff for annual bi-state coordination meeting
14. Attended Methos to Improve Fright Perfomance Webinar on 3/21
15. Participated in the TIP Readiness meeting on 2/3
16. Met with FHWA to discuss MPO coordination efforts with FLMA
17. Reviewed data collection on signs for overweight structures via Google Maps
18. Attended JTC meeting on 1/12
19. Continued work on Overweight structure report
20. Attended and presented at Truck Parking Workshop on 12/2
21. Attended TMG meeting on 12/7
22. Continued work on low clearance structure inventory report
23. Reviewed PVPC Freight Plan
24. Prepared Presentation for the FHWA Truck Parking Workshop
25. Participated in Day 1 of the FHWA Truck Parking Workshop
26. Reviewed data inputs on the Regional Over height Structures Report
27. Continued work on the draft report
28. Met with MassDOT and FHWA on the upcoming advancing Freight workshop
29. Attended the FHWA Advancing Freight Webinar on 8/19
30. Reviewed draft work on the model freight bylaw

Products

Meetings

1. 1/12
attendees: Roux
topic: JTC
location: Zoom
2. 11/30
attendees: Roux
topic: FHWA Truck Parking Workshop
location: virtual



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- 3. 12/2
attendees: Roux
topic: FHWA Truck Parking Workshop
location: Zoom
- 4. 2/3
attendees: Roux
topic: FLMA Coordination
location: Teams
- 5. 2/3
attendees: Roux
topic: TIP Readiness
location: Zoom
- 6. 3/2
attendees: Roux
topic: CRCOG Bi-state coordination
location: Zoom
- 7. 3/21
attendees: Roux
topic: Methods to Improve Freight Performance
location: Virtual
- 8. 3/9
attendees: Roux
topic: DUG
location: Zoom
- 9. 4/26
attendees: Roux
topic: MPO
location: Zoom
- 10. 5/24
attendees: Roux
topic: MPO
location: Zoom
- 11. 6/27
attendees: Roux
topic: PVPC/District 2 meeting
location: MassDOT District 2
- 12. 7/13
attendees: Gary Roux
topic: Advancing Freight Workshop
location: Teams
- 13. 8/19
attendees: Roux
topic: Advancing Freight
location: virtual

Objectives

Task: 3.4 Regional Congestion Management Process

Progress

1. Participated in CMAQ Consultation on 4/27
2. Began development template for use in monthly summary sheets and congested location summaries
3. Continued to work with RITIS Probe Data analytics suit
4. Attended the Massachusetts Data Users Group meeting on 5/11
5. Reviewed draft data for the Springfield study at Page Blvd and Bircham Street
6. met with the City of Springfield on 5/13 to discuss the Page Blvd and Bircham Street study results
7. began developing written process for extracting and creating monthly congestion summaries
8. Continued to work with RITIS Probe Data Analytics interface
9. Continued to extract RITIS data for analysis
10. Ranked locations based on 2021 RITIS data
11. Extracted data by month for 2022 and began uploading to web site
12. Continued to use Power bi to analyze data
13. Attended the Merit Rating Board Stakeholder Meeting on 6/23 on a proposed Citations Portal
14. Participated in the June DUG meeting on 6/8
15. Reviewed regional projects that could be funded using Mass Gaming Commission funding
16. Attended the TMG meeting on 6/7
17. Continued to Work in the RITIS Probe Data Analytics Suite
18. Began uploading Monthly analysis to our MPO website
19. Began laying out monthly analysis summary reports
20. Attended Principles of Leadership Training on 3/29
21. Attended SHSP meetings on 3/18 and 3/23
22. Participated in MEPA Advisory Committee Meetings on 3/4 and 3/18
23. Park and Ride data collection
24. Continued to work with RITIS data
25. Attended the February DUG meeting
26. Coordinated the agenda and presentations for the DUG meeting
27. Attended MARPA meeting on 2/22
28. DUG meeting on 1/12
29. MPO meeting on 1/25
30. worked on the Belchertown Main Street/Park Street study
31. Presentation on RITIS Data for DUG meeting
32. Prepared presentation materials for January Data Users Group
33. Park and Ride data collection
34. Continued to work with RITIS data
35. Reviewed information in BIL on potential planning rule and performance measures changes
36. Attended TMG meeting on 12/9
37. Attended the Healing Racism Seminar on 11/15 and 11/16
38. Met with staff to discuss a study of unpaved roads for the Town of Huntington
39. Attended DUG Meeting on 11/10
40. RITIS XD data manipulation
41. CMP Bottle neck listing
42. Began summary of bottlenecks

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43. Continued to work with raw RITIS XD data
44. Continued to Work on CMP Ranking update
45. Draft Top Segments for use in Bottleneck Ranking
46. Park and Ride Data Collection
47. Continued to review segment ranking for use in CMP and Bottle neck
48. Assessed the draft products to data on the CMP corridors and Bottlenecks
49. Participated in the PL Subcommittee Meeting on 10/28
50. Reviewed draft information on the Route 20 Safety Study in West Springfield. Prepared report edits and incorporated new content into the draft document
51. Met with MassDOT and Town to discuss the study
52. Continued to extract RITIS XD data for analysis in Power BI
53. Uploaded monthly congestion trend maps to PVMPO web site
54. updated Route 20 Crash Site story map
55. Work project – Create graphics and gather images for bike trails website
56. Collected truck data at I-90 rest areas in Ludlow
57. Participated in the Performance Measures Subcommittee Meeting on 8/31
58. Reviewed draft CMP data results
59. St James-Worthington Intersection cover and graphics. East West Rail signages for Farmer's Market survey events
60. Used RITIS to identify top regional bottle necks, began deeper dive into top bottle neck locations
61. Continued to progress Top bottle neck locations writeup and procedures
62. Performed a preliminary review of existing TEC criteria and identified areas of confusion, duplication and inequity

Products

1. Draft Route 20 Safety Study
2. Top bottle necks
3. Monthly Trend Map on MPO website <http://pvmpo.pvpc.org/2022-congestion-scan-pioneer-valley-region/>
4. Template
5. <http://pvmpo.pvpc.org/2022-congestion-scan-pioneer-valley-region/>
6. <http://pvmpo.pvpc.org/february-2022-congestion-scan/>
7. Park and Ride monthly summary
8. DUG Presentation
9. Bottleneck list
10. Power Point Presentation
11. Draft segment LOTTR Ranking

Meetings

1. 1/12
attendees: Roux, McCaul
topic: Data Users Group
location: Zoom
2. 1/25
attendees: Roux
topic: MPO
location: Zoom



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3. 11/10
attendees: Roux
topic: DUG Mtg
location: zoom
4. 11/15
attendees: Roux
topic: Healing Racism Seminar
location: Springfield Technical Community College
5. 11/16
attendees: Roux
topic: Healing Racism Seminar
location: Springfield Technical Community College
6. 12/9
attendees: Roux
topic: TMG
location: Zoom
7. 2/22
attendees: Roux
topic: MARPA
location: Zoom
8. 2/9
attendees: Roux
topic: DUG
location: Zoom
9. 4/27
attendees: Roux
topic: CMAQ
location: virtual
10. 5/11
attendees: Roux
topic: Data Users Group
location: Zoom
11. 5/13
attendees: Roux
topic: Page at Bircham study
location: Zoom
12. 6/23
attendees: Roux
topic: Merit Rating Board - Citation Portal
location: Zoom
13. 6/7
attendees: Roux
topic: TMG
location: CCC
14. 6/8
attendees: Roux
topic: DUG
location: Zoom



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

15. 7/7

attendees: Roux

topic: Rte 20 Safety Study

location: Zoom

16. 8/31

attendees: Roux

topic: Performance Measures

location: virtual

Objectives

Task: 3.5 Regional Pavement Management System-Project Development

Progress

1. Pavement distress data entry for Ware
2. Pavement distress data entry for Holyoke.
3. Continued with pavement distress data entry for Holyoke.
4. Continued pavement distress data entry for Chicopee.
5. Developed a backlog of repairs for Ludlow.
6. Continued with pavement distress data entry in Ludlow.
7. Continued with pavement distress data entry in Ludlow.
8. Started pavement distress data entry in Ludlow.
9. Continued with pavement distress data entry in Chicopee.
10. Continued with pavement distress data entry for Granby and Chicopee.
11. Completed pavement distress data entry for Holyoke.
12. Started data entry for Westhampton and Chesterfield.
13. Completed pavement distress data entry for Westhampton and Chesterfield.
14. Completed pavement distress data entry for Goshen.
15. Started data entry for Hatfield.

Products

Meetings

Objectives

Task: 3.6 Regional Performance Measures Assessment

Progress

1. Participated in 4/21 Performance Measures Subcommittee Meeting
2. Reviewed MS2 count data for I-91 permanent count stations to identify how traffic is recovering from the pandemic
3. Participated in the Safe Road Users Meeting with Umass Safe on 5/27
4. Reviewed potential changes to fatal crash methodology for PVPC region from Bonnie Polin
5. Reviewed draft populations projections from the June Socio-economic Projections committee
6. Attended Socio Economic projections committee on 6/8
7. Discussed potential TMG agenda topics on 6/28
8. Performance Measures Safety Targets Subcommittee Meeting
9. ValleyBike Meeting
10. Met with staff from SRPEDD to discuss Bike share
11. Began update of performance targets for the FY2023 UPWP
12. Attended Performance Measures Subcommittee meeting on 2/2
13. Entered updates for the region into MassBuilds
14. Reviewed regional model data for external stations to assist in update process to 2020 base year
15. Developed presentation on Safety Performance Measures and Targets for the JTC and MPO
16. Attended the TMG meeting on 1/4
17. Updated information in MassBuilds
18. Prepared zoning information for submittals to MAPC for use in statewide model development
19. Attended DUG meeting on 12/8
20. Began review of new safety target data
21. Reviewed new development data for entry into massbuilds
22. worked on zoning information requested by MassDOT
23. Reviewed draft TEC changes and developed proposed new scoring changes to present to the JTC.
24. Reviewed PM3 draft performance target information
25. Met with MassDOT and RPAs to discuss development of new PM3 targets for the Springfield UZA
26. PM3 Meeting and data review
27. Work on data dashboard to display bike share data.
28. TEC Review for proposed amendment

Products

Meetings

1. 1/4
attendees: Roux
topic: TMG
location: Zoom
2. 12/8
attendees: Roux
topic: DUG
location: Zoom



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3. 2/2
attendees: Roux
topic: Performance Measures Subcommittee
location: Zoom
4. 3/10
attendees: Roux
topic: Performance Measures Subcommittee
location: Zoom
5. 3/14
attendees: Roux
topic: BikeShare Meeting with SRPEDD
location: Zoom
6. 3/16
attendees: Roux
topic: ValleyBike
location: Zoom
7. 4/21
attendees: Roux
topic: Safety Performance Measures
location: Zoom
8. 5/27
attendees: Roux
topic: Safe Road Users
location: Zoom
9. 6/28
attendees: Roux
topic: TMG agenda
location: Zoom
10. 6/8
attendees: Roux
topic: Population projections
location: Zoom
11. 7/25
attendees: Roux
topic: PM3 targets
location: Zoom
12. 8/16
attendees: Roux
topic: PM3
location: virtual

Objectives

Task: 3.7 Regional Safety and Planning Studies

Progress

1. Worked on Page Boulevard and Bircham Street Signal Warrant Analysis Study
2. Worked on Draft report for Page Boulevard/Bircham Street Study
3. Worked on Draft Report for St. James Ave/Dartmouth Street Study
4. Met with Springfield City Officials on 6/15 to discuss Page Blvd at Bircham Study
5. Completed a draft report for the intersection for review by the city.
6. Continued work on the draft Route 20 Safety Study for West Springfield
7. Continued work on the Safety study at the intersection of St. James Ave and Worthington Street in Springfield
8. Presented on the PVPC safety planning work and Regional Safety Compass at the 6/8 DUG meeting
9. Worked on the advancement of the Page Blvd at Bircham Street safety study
10. Reviewed the traffic signal warrant using the HCS software
11. Continued work on the analysis of existing conditions data for the study of the intersection of St. James Avenue with Worthington Street
12. Worked on Page Boulevard and Bircham Street Study
13. Started work on Springfield Intersections Traffic Data Collection
14. Surveyed the intersection of Page Boulevard and Bircham Street
15. Performed Turning Movement Counts at Page and Bircham Street
16. Worked on Tablue Software
17. Attended JTC on 12/8
18. Reviewed statewide safety data for performance measure development
19. Attended Moving Together on 12/7
20. Worked on Completing West Springfield Westfield Street Study
21. Worked on Route 20 study recommendations
22. Met with staff to review progress on Route 20 safety study
23. reviewed pedestrian safety data for the City of Westfield
24. Reviewed draft data for the West Springfield Route 20 Safety Study
25. Attended the TMG Meeting on 10/5
26. Met with transportation managers to jointly develop an agenda for the November TMG meeting
27. Participated in the PVPC Commission Meeting on 10/14
28. Worked on Route 20 Traffic Data and Study
29. Finished work on Draft Report for Route 20 Study
30. Finished work on Draft Report of Page and Bircham Study
31. Begin design of PVTA interior and exterior bus ads
32. StJamesDartmouthWorthingtonSafetyStudy_2022
33. PAGE BOULEVARD AND BIRCHAM STREET, SPRINGFIELD TRAFFIC STUDY
34. Graphics staff worked on illustrations and cover design for St. James Ave/Worthington St. and St. James. Ave./Dartmouth St. intersection
35. Finalized Springfield Safety Studies

Products

1. <https://www.pvpc.org/sites/default/files/FinalReport.pdf>
2. Draft Page Blvd at Bircham Street report

Meetings

1. 10/14



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

attendees: Roux

topic: PVPC Commission Meeting

location: Zoom

2. 10/26

attendees: Roux

topic: TMG Agenda setting meeting

location: Zoom

3. 10/5

attendees: Roux

topic: TMG Meeting

location: Zoom

4. 12/7

attendees: Roux

topic: Moving Together

location: Zoom

5. 12/8

attendees: Roux

topic: JTC

location: Zoom

6. 6/15

attendees: Parmar, Roux

topic: Page at Bircham Study

location: Zoom

7. 6/8

attendees: Parmar

topic: DUG Meeting - PVPC Safety Compass

location: Zoom

Objectives

Task: 3.8 Transit System Surveys & Route Impementation

Progress

1. Met with ACT4All group to discuss PVPC ebike project on 5/12
2. Met with MassDOT on 5/26 to discuss the Route 20 Road Diet project in West Springfield.
3. Met with staff to discuss service cut on b7 and b6
4. Northern System Survey - Intern Management
5. Northern System Survey Progress metrics
6. Northern System Survey Intern Hours Tracking
7. Northern System Survey Intern Scheduling
8. Northern System Survey Tablet Configurations
9. Northern System Survey Intern Bag Creation
10. Service Visioning Meeting Notes
11. Northern System Survey Intern Management - Angela
12. Northern System Survey Intern Management - Jared
13. Northern System Survey Intern Management - Geoffrey
14. Northern System Survey Intern Management - Kareem
15. Northern System Survey Intern Management - Charlie
16. TAM Plan and PTASP Performance Metrics for RTP
17. Northern System Survey Weekly Survey Progress Report
18. Bytemark Data Analysis QGIS Processing
19. Northern System Survey Intern Labor Needs Evaluation
20. Northern System Survey Intern Incident Management and Reporting
21. Northern System Survey Intern Incident Report Writing
22. Bytemark Data Analysis in R Studio
23. Northern System Survey Paper Survey Data Entry
24. NTD - March
25. TAM Plan Request from PVTA Administrator
26. Bytemark QGIS Thiessen Polygon Mapping Corrections
27. Bytemark Two-Point Analysis Review
28. Labor Shortage Service Adjustments Analysis sent to Sandra
29. Shared Drive Migration Use Request
30. CPT-HST Plan Links Sent to Becky in Land use for public participation
31. Northern System Survey - App Management
32. Bytemark Map Formatting
33. Northern System Survey Auto Crosstabs
34. Review of CPT-HST Public Participation Plan
35. PTASP Updates due to BIL
36. Reviewed the NOFO for the Safe Streets and Roads for All grant
37. Reviewed draft safety data from MassDOT on summary info by RPA
38. discussed questions on the Safer Streets and Roads grant with the Town of Ware, PVTA and internal staff.
39. Review funding program guidelines from FHWA and participate in webinar training.
40. Attended JTC meeting on 3/9
41. DOT Webinar on BIL
42. Assisted with survey staffing on Northern Tier survey



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43. Reviewed Northern Tier Survey Budgets
44. Assisted in the intern recruitment process
45. Reviewed grant proposal budgets.
46. Northern System Survey Design and Testing for finalization, coordination with AIM grantee team for use of data in model validation
47. Translation of paper and digital Northern System surveys into Spanish
48. Attended the FTA webinar on the BIL on 1/7
49. Reviewed resumes for transit planner position
50. Participated in interviews for the transit planner position
51. Transferred PVTA surveys to the PVTA survey monkey account (upon request from PVTA)
52. PVTA APC data ridership report process pass on from Amelia to Alex
53. Reported on fare-free challenges and benefits discussed in AIM panel to PVTA
54. Reported on Pandemic Travel Behavior discussion from TRB Annual meeting to PVTA
55. Review of PVTA's ASP
56. Updated Safety Concern Acknowledgement form
57. Enhancing Mobility Innovation NOFO Review
58. TAM Plan 2022 Update Research
59. FTA RFI on Title VI Review
60. Enhancing Mobility Innovation Grant Requirements
61. Researching government data sources
62. TNC Data
63. TAM Plan Fleet Transition Plan Considerations
64. Employment Impacts on Transit
65. Climate Resilience Planning Tabletop Prep to support CPT-HST Plan and PVTA ASP
66. National Transit Database Update
67. EMI Grant ADA/Demand Response Software
68. EMI Grant considering capabilities of VIA, Bytemark, Giro, SpareLabs, Moovit, TransLOC
69. Analysis of BusPlus users survey results
70. Continued to work on TAM Plan update
71. TAM Pan Update - Reconciling TransAm
72. TAM Plan Update - Reconciling Certified Inventories
73. TAM Plan Update - Reconciling Finance Dept Inventories
74. TAM Plan Update - Initial OPMI Statistics
75. Netplan Testing
76. TAM Plan - Reconciliation of UMTS July 2021 Inventory
77. VATCo Driver Shortage Service Changes - R44, R42, R41, B43, B48
78. SATCo Driver Shortage Service Changes - X90 rerouting
79. Northern System Customer Survey Methodology (2022 Plan)
80. TAM Plan Update - Process documents for Tolu
81. TAM Plan Update - TERM Condition Rating Static Methodology
82. Documenting Netplan Concerns
83. X90 Options Sent
84. PVTA Agency Safety Culture Survey Results
85. TAM Plan Update - Supposed missing vehicles list
86. Maps for PVTA
87. Developed the agenda and organized the August TMG meeting



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88. Met with the Town of Ware to discuss SS4A
89. Attended the Statewide Socio-economics Projections Committee Meeting
90. Developed comments on the population projections for the Pioneer Valley Region
91. Attended the MPO meeting on 7/26
92. Reviewed and updated the MPO meeting minutes
93. Vermonter and Valley Flyer Amtrak Train schedule updates and installation
94. Developed the TMG meeting agenda for the month of September
95. Attended the August TMG meeting on 8/2
96. Attended the DUG meeting on 8/10
97. Worked with FHWA to assist in coordination of the Advancing Freight Webinar
98. Attended the 8/25 Advancing Freight Webinar
99. MPO meeting on 8/23
00. PVPC Executive Committee Mtg
01. Design of PVTA interior and exterior bus ads and start mockup of PV hiking and biking trails website.
02. PVTA schedule and map updates
03. PVTA ASP Review for Coordination with SATCo RAM
04. PVTA Title VI Labor Shortage Service Adjustments Review of REMIX Methodology
05. PVTA Title VI Labor Shortage Service Adjustments Review of Survey Data Availability
06. PVTA Title VI Labor Shortage Service Adjustments Methodology for spreading impact by trips
07. PVTA Bytemark Monthly Report
08. PVTA Service Visioning Meeting Notes sent to PVTA
09. PVTA Title VI Labor Shortage Service Adjustments Review of DI/DB Methodology
10. PVTA Title VI Labor Shortage Service Adjustments calculating DI/DB
11. PVTA Title VI Labor Shortage Service Adjustments Maps
12. PVTA Title VI Labor Shortage Service Adjustments Presentation
13. PVTA NTD Ridership Reporting
14. PVTA ASP Review of BIL changes
15. PVtA ASP Adding in Safety Coordinator position
16. PVTA ASP Adding in COVID Response Policies
17. PVTA ASP Edits to conform the document to the ESRP process
18. PVTA TAM Plan NTD Annual Asset Inventory Update Review of Data
19. PVTA TAM Plan NTD Annual Asset Inventory Facilities Ratings sent to PVTA
20. Review of RTAP Mental Health and Bus Operators Twitter Event results
21. PVTA Bytemark O/D Project - Two Point Linked Activations Equations for QGIS
22. Review of FTA's Safety Management Inspection of MBTA Rail Service
23. Quarterly PVTA Paratransit Notes completed and sent
24. Addressing an intern's post internship questions
25. Review of Deficient Bridges for PVTA
26. PVTA PTASP Safety Committee Preparations
27. PVTA ASP HMAW and RAM materials sent to Paul and Ben
28. PVTA Title VI Analysis - Labor Shortage Service Adjustments Review of past reports
29. PVTA Bytemark O/D Project - Two Point Maps
30. Attended the TMG meeting on 9/6
31. Attended the PVPC Executive Committee Meeting on 9/22
32. Attended the MPO meeting on 9/27

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33. Coordinated the RTP Outreach event at the Forest Park Farmers Market on 9/27
34. Began summary of survey data from RTP outreach events

Products

1. SATCo Labor Shortages DIDB Presentation 1.pptx
2. PVTA TAM Plan 2022 Presentation Final.pdf
3. Northern System Survey Spanish Translation
4. Fare Free Notes - AIM Quarterly Discussion Panel.docx
5. TRB Pandemic Travel Behavior.docx
6. Data Sources v.2.pdf
7. 2021 Bytemark Survey Results

Meetings

1. 1/21/2022
attendees: Amelia, Tolu, Alex, Umass NARS Lab, Justin (FTA)
topic: FTA AIM Grant (PVTA ODX) group meeting
location: Zoom
2. 1/26/2022
attendees: Peter, Alex, Amelia, PVTA: Paul, Tolu, Operators
topic: Service Review Meeting
location: Zoom
3. 1/27/2022
attendees: Amelia, All-AIM (quarterly) recipients, FTA reps
topic: Fare-Free panel by four transit agencies nationwide (FTA/AIM sponsored)
location: Zoom
4. 1/7/2022
attendees: Alex, Amelia
topic: APC data SQL process pass on
location: Zoom
5. 1/7/2022
attendees: Roux
topic: BIL
location: Teams
6. 10/14/2021
attendees: Peter K, Alex F, Amelia M, Dana R
topic: Weekly PVPC Transit Team Meeting
location: Zoom
7. 10/14/2021
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-In with Tolu
location: Zoom
8. 10/3/2021
attendees: Peter K, PVTA: Tolu
topic: TAM Plan
location: Zoom
9. 10/4/2021
attendees: Peter K, PVTA: Tolu
topic: TAM Plan
location: Zoom



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10. 10/5/2021
attendees: Peter K, Dana R, Alex F, Amelia M, PVTA: Tolu and Paul
topic: Service Visioning Meeting
location: Zoom
11. 10/6/2021
attendees: Peter K, PVTA: Tolu and Operators, GIRO Netplan
topic: Netplan Testing Meeting
location: Zoom
12. 10/6/2021
attendees: Peter K., Alex F, Amelia M, PVTA: Tolu, Paul
topic: VATCo Driver Shortage Options
location: Zoom
13. 10/7/2021
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-In with Tolu
location: Zoom
14. 10/8/2021
attendees: Peter K, Amelia M, Alex F, Dana R
topic: Weekly PVPC Transit Team Meeting
location: Zoom
15. 10/8/2021
attendees: Peter K, SATCo: Jonathan M
topic: x90 Modeling
location: Zoom
16. 12/1/2021
attendees: Peter K. PVTA: Paul Burns
topic: PVTA ASP Implementation
location: Zoom
17. 12/1/2021
attendees: Peter K. PVTA: Paul Burns and Operators
topic: PVTA Safety Committee
location: Zoom
18. 12/10/2021
attendees: Peter K, Alex F, Amelia M, Dana R
topic: PVPC Transit Team Meeting
location: Zoom
19. 12/10/2021
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-in Meeting
location: Zoom
20. 12/13/2021
attendees: Peter K.
topic: VIA Paratransit Webinar
location: Zoom
21. 12/16/2021
attendees: Amelia M., FTA representative, representatives from other AIM or IMI grant recipients
topic: AIM+IMI Novel Data Sources Group meeting
location: Zoom



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22. 12/2/2021
attendees: Peter K. PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
23. 12/20/2021
attendees: Amelia M., Tolu O., Mohammed M. from Umass NARS Lab, Jimi O. from Umass NARS Lab, Justin J. (FTA)
topic: AIM FTA Meeting
location: Zoom
24. 12/3/2021
attendees: Peter K, Amelia M, Alex F., Dana R.
topic: PVPC Weekly Transit Team Meeting
location: Zoom
25. 12/7/2021
attendees: Peter K, Amelia M, Alex F, PVTA: Tolu
topic: PVTA-PVPC Fortnightly Meeting
location: Zoom
26. 12/9/2021
attendees: Peter K., Various PVPC, Various Community Leaders
topic: Climate Resilience Extreme Heat Tabletop Exercise
location: Zoom
27. 2/18/2022
attendees: Paul Burns, Tolu Oke, Peter K., Amelia M.
topic: Survey review and revisions
location: Zoom
28. 3/8
attendees: Roux
topic: BIL
location: Zoom
29. 3/9
attendees: Roux
topic: JTC
location: Zoom
30. 4/1/2022
attendees: Peter, Alex, Amelia
topic: PVPC Transit Team Meeting
location: Zoom
31. 4/11/2022
attendees: Peter
topic: Northern System Survey Materials Drop
location: Umass Transit Services
32. 4/11/2022
attendees: Peter, Amelia, PVTA: Tolu
topic: Byteark Data Meeting
location: Zoom
33. 4/13/2022
attendees: Peter, Gary
topic: Northern System Survey Intern Incident Reporting Follow Up
location: Phone

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34. 4/13/2022
attendees: Peter, Intern Charlie
topic: Intern Interview
location: Zoom
35. 4/14/2022
attendees: Peter, Intern Prospect Allison
topic: Intern interview
location: Zoom
36. 4/15/2022
attendees: Peter, Alex, Amelia, Dana
topic: Weekly Transit Team Meeting
location: Zoom
37. 4/15/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
38. 4/19/2022
attendees: All Staff
topic: All Staff Meeting
location: Zoom
39. 4/21/2022
attendees: Peter, Alex, PVTA: Administration and Service Providers
topic: Service Review Meeting
location: Zoom
40. 4/27/2022
attendees: Peter
topic: PTASP Safety Risk Assessment with Quantitative Tools Webinar
location: Zoom
41. 4/28/2022
attendees: Peter
topic: FTA TAMPLATE Webinar
location: Zoom
42. 4/29/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check In Meeting
location: Zoom
43. 4/4/2022
attendees: Peter, Alex, PVTA: Paul, Tolu
topic: Northern System Survey Progress Meeting
location: Zoom
44. 4/5/2022
attendees: Peter
topic: Northern System Survey Materials Drop
location: Umass Transit Services, VATCo
45. 4/5/2022
attendees: Peter, Alex, Amelia, PVTA: Tolu
topic: PVPC-PVTA Fortnightly meeting
location: Zoom



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46. 4/6/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
47. 4/7/2022
attendees: Peter, Amelia
topic: Bytemark Data Meeting
location: Zoom
48. 4/8/2022
attendees: Peter, Alex, Amelia, Dana
topic: Weekly PVPC Transit Team Meeting
location: Zoom
49. 4/8/2022
attendees: Peter, Amelia
topic: Bytemark Data Meeting
location: Zoom
50. 5/12
attendees: Roux
topic: PVPC ebike project
location: Zoom
51. 5/26
attendees: Roux
topic: Route 20 Road Diet
location: Zoom
52. 7/13
attendees: Roux
topic: Socio-Economic Projections
location: Zoom
53. 7/26
attendees: Roux
topic: MPO
location: Zoom
54. 7/6
attendees: Roux
topic: SS4A
location: Zoom
55. 8/10
attendees: Roux
topic: DUG
location: virtual
56. 8/2
attendees: Roux
topic: TMG
location: virtual
57. 8/23
attendees: Roux
topic: MPO
location: virtual



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58. 8/25
attendees: Roux
topic: Advancing Freight
location: virtual
59. 8/25
attendees: Roux
topic: PVPC Executive Committee
location: virtual
50. 8/30
attendees: Roux
topic: TMG Agenda Setting
location: virtual
51. 9/13/2022
attendees: Peter, Alex, Dana, PVTA: Paul and Sandra
topic: PVTA Weekly Check In meeting
location: Zoom
52. 9/13/2022
attendees: Peter, Alex, Dana, PVTA: Paul and Sandra
topic: Service Visioning Meeting
location: Zoom
53. 9/20/2022
attendees: Peter, Alex, PVTA: Paul and Sandra
topic: Weekly Check-in meeting
location: Zoom
54. 9/21/2022
attendees: Peter, Alex, Dana
topic: Weekly PVPC Transit Team Meeting
location: Zoom
55. 9/22
attendees: Roux
topic: PVPC Executive Committee
location: zoom
56. 9/27
attendees: Roux
topic: MPO
location: zoom
57. 9/29/2022
attendees: Peter, PVTA: Paul, Sandra
topic: (1 of 2) Title VI Labor Shortage Service Adjustments Public Hearing
location: Zoom
58. 9/29/2022
attendees: Peter, PVTA: Paul, Sandra
topic: (2 of 2) Title VI Labor Shortage Service Adjustments Public Hearing
location: Zoom
59. 9/6
attendees: Roux
topic: TMG
location: zoom



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70. 9/6/2022

attendees: Alex, Dana, Peter

topic: Weekly PVPC Transit Team Meeting

location: Zoom

71. 9/6/2022

attendees: Peter, PVTA: Paul, Ben, Frontline Staff, Management

topic: PVTA Safety Committee Meeting

location: Zoom

72. 9/7/2022

attendees: Peter, Alex, WNE Professor Kim

topic: HOPE Grant

location: Zoom

Objectives

Task: 3.9 Regional Transit Planning

Progress

1. Completed Northern system survey data collection
2. Continued analysis for Northern system survey
3. Coordinated with staff on Title VI assessment of service cuts due to driver shortages.
4. Coordinated with the Appalachian Mountain Club organization regarding transit access to hiking trails in the PVTA service area.
5. Northern System Survey - On Bus Monitor Announcements sent to Brandy (PVTA)
6. Northern System Survey - Translation Processes
7. Northern System Survey - Umass Wifi Assistance
8. PVTA PTASP ESRP Updates
9. PVTA PTASP Operator ESRP Updates
10. Northern System Survey - Special B79 Matierals Development
11. Northern System Survey - On board intern training documents development
12. Northern System Survey - Intern Management
13. Northern System Survey - Review of progress
14. PVTA PTASP ESRP ASP Updates
15. NTD
16. PVTA PTASP Safety and Compliance Coordinator Additions
17. PVTA PTASP Safety Committee Changes based on CARES ACT Rule
18. Bytemark Data Analysis - R Script
19. Bytemark Analysis - Stops to Corridors to Thiessen Polygons QGIS
20. Northern System Survey - Route Priorities
21. Multi-town data request from Catherine Ratte to Peter K and PVTA
22. Northern System Survey - Materials drops
23. Northern System Survey paper survey data entry
24. PVTA PTASP Replacement of Safety Concern Acknowledgement Forms with Employee Reporting Program
25. TAM Plan Timeline
26. RAISE APP Grant Research
27. Northern System Survey - intern interview requests
28. Northern System Survey - Intern interviews scheduled
29. Northern System Survey Internship Announcement - Civil Engineering/Transportation Center
30. PTASP - ESRP Poster
31. NTD
32. X90 OPT/Ridership Analysis
33. Northern System Survey - Survey tool review
34. Northern System Survey - Organization
35. Northern System Survey - Paper Survey Updates
36. Northern System Survey - Transit App Notifications
37. Northern System Survey - Onboard E-Flyer
38. Northern System Survey - UMTS Dispatch Processes
39. Northern System Survey - Alchemer Survey Tool Subscription
40. Northern System Survey - Tablet configuring
41. Northern System Survey - Contracts
42. Northern System Survey - Online Survey Form Updates



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43. Shared Winter Streets and Spaces - QGIS maps stop improvements, budget
44. Northern System Survey - Hiring practices
45. Northern System Survey Timeline
46. Responded to inquiries regarding updated to the Public Participation Plan
47. Continued support on AIM project, provided APC and Bytemark Updates to NARS team
48. Brainstormed ODX use cases for ODX AIM project
49. Confirmed resolution of Bytemarks data issues from September and October
50. Enhancing mobility grant - Demonstration of innovation
51. November NTD
52. Enhancing mobility innovation grant - demonstration of innovation
53. Enhancing mobility innovation grant - Demonstration of Benefit
54. 2022 TAM Plan Update - Outline
55. TAM Plan Rule Review
56. Existing TAM Plan Review
57. CPT-HST Plan - Public Participation Process
58. TAM Plan - Updating existing document
59. PTASP/TAM Plan PVTA Organizational chart Update (BIL and Org Changes)
60. TAM Plan - Updating with CIP data FY2022
61. December NTD
62. CPT-HST Plan Review for PVMPO JTC Meeting
63. CPT-HST Plan review of webpage content
64. TAM Plan - Service Area Map
65. TAM Plan - Review of data needs
66. Triennial PVTA Service Area Map
67. Facebook COVID Datasets Review
68. Triennial PVTA Population Statistics
69. CPT-HST Outreach Plan
70. Northern System Survey - Question Updates (from 2020)
71. Bytemark Origin to Origin Project - R studio
72. Bytemark Origin to Origin Project - QGIS
73. Northern System Survey - Intern Advertisement
74. HOPE Grant Review
75. Northern System Survey - Paper Survey Form Updates
76. TAM Plan and AECOM CRTP Coordination Review
77. Northern System Survey Internship Interviews - scheduling
78. Presentation of PVTA innovation at the Transportation Research Board Annual Meeting
79. Monthly Ridership (including year in review ridership report)
80. Shared Winter Streets - EJ Map
81. Shared Winter Streets - Below Mass. Median Income Map
82. Shared Winter Sstreets - Review of Application
83. Shared Winter Streets - Locus Maps
84. Northern System Survey - Inter Scheduled
85. Northern System Survey - Handshake Account Review/Mainenance
86. Northern System Survey - Online Survey Reiew
87. PVTA PTASP implementation meeting scheduled



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88. Northern System Survey - Intern Info Session Prep (Umass SBS Career Fair)
89. Northern System Survey - Intern Interview Prep
90. Northern System Survey - Review of 2020 survey count methodology
91. Northern System Survey - Review survey collection strategy for bias
92. Northern System Survey - Online Survey Translation
93. Northern System Survey - AIM Grant Survey Changes
94. Northern System Survey - Online instrument changes at direction of PVTA
95. Shared Winter Streets - Budget Update
96. Northern System Survey - Technology Prep
97. Northern System Survey - Intern Training
98. Northern System Survey - Time of Day - Day of Week Analysis
99. Northern System Survey - Operator Assistance - Nashawannuck Express,
00. Northern System Survey - Wifi Hookups
01. Northern System Survey Intern Communication
02. Northern System Survey - On Board Monitor Flyers
03. Northern System Survey - Transit App Notifications sent to Jonathan at SATCo
04. Northern System Survey - Live Link sent to Tolu at PVTA
05. Intern Contracts x6 sent to interns
06. Northern System Survey - Finalized Survey instrument
07. Northern System Survey - Coordination with PVTA Operator: Hulmes
08. Northern System Survey - On Bus Material Development
09. PVTA schedule updates.
10. EMI grant Algorithmic paratransit scheduling IT Systems
11. Responded to requests regarding grant application.
12. TransCAD PVPC Model Macro code translation
13. Justice40 Initiative Mapping Concepts
14. Review of new PVTA G5 Plans
15. Buses and Bus Facilities Grant - Racial Equity Policies and Planning Docs
16. Buses and Bus Facilities Grant - Racial Equity Facts and Figures
17. Buses and Bus Facilities Grant - Review of past grant recipients
18. Justice40 Initiative - Demographics of the Umass Population
19. Buses and Bus Facilities Grant - Amherst Commuter Flow Estimates (ACS 2019)
20. Buses and Bus Facilities Grant - Racial Equity Map
21. Buses and Bus Facilities Grant - Rider survey data (2016-2019)
22. National Transit Database - New B79 Route Data
23. Justice40 Initiative - Low Income Housing to Census Tract Household Map
24. Buses and Bus Facilities Grant - PVTA Route Map
25. Buses and Bus Facilities Grant - PVTA Service Area Map
26. Justice40 Initiative Write Up on Buses and Bus Facilities Grant
27. PVTA Agency Safety Plan - Updating Vehicle Replacement/Rehab Program TIP List
28. Buses and Bus Facilities Grant - Ridership Estimates
29. Justice40 Initiative - Low Income Energy Affordability Data (LEAD) Tool
30. Justice40 Initiative - Labor Market Information (LMI) Unemployment Levels
31. TAM Plan 2022 Process
32. Agency Safety Plan - Review for PVTA Safety Committee Meeting



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33. Bipartisan Infrastructure Bill Research
34. Bus stop shelter analysis #506
35. External Stressors on APC Ridership - Unemployment
36. External Stressors on APC Ridership - Weather (cold/rain)
37. R Studio Review
38. Afghanistan Refugee Outreach for free transit passes project
39. Google Mobility Report COVID-19
40. Apple Mobility Report COVID-19
41. Trained planning staff in using R for data visualization
42. Trained planning staff in pulling data from PVTA avail data base using SQL script
43. provided PVTA with monthly APC data updates to RouteStopMonth and RouteDate aggregations
44. Justice40 Initiative for PVTA Grants - CDC Social Vulnerability Index
45. EMI Grant Demonstration of Innovation
46. EMI Grant Write-Up
47. EMI Grant Federal Requirements for Algorithm
48. EMI Grant State and local rules
49. EMI Grant CPT-HST Plan Compliance
50. EMI Grant Senior Dial a ride rules
51. EMI Grant Demonstration of benefits
52. EMI Grant Demonstration of benefits exiting capabilities
53. EMI Grant Demonstration of benefits paratransit survey review
54. EMI Grant Demonstration of Innovation Potential product requirement documents
55. EMI Grant Demonstration of innovation outline
56. EMI Grant Product requirements document
57. EMI Grant Demonstration of innovation Entity-Relationship diagram
58. TAM Plan Update - TERM Ratings Sent to PVTA
59. PVTA System Maps for Grants
60. Buses and Bus Facilities - NOFO Research
61. Buses and Bus Facilities - Justice40 Initiative Research (Executive Order, FTA Interim Rule)
62. X90 Route Variations sent to PVTA
63. PVTA Driver Shortage Survey sent to PVTA
64. 2022 Northern System Customer Survey - survey question review (from 2021 attempt)
65. TAM Plan Update - Updated OPMI Stats
66. TAM Plan Update - Reconciliation TransAm Data
67. National Transit Database Update
68. Buses and Bus Facilities - Potential Data Sources
69. TAM Plan Update Finalized and Sent
70. PTASP Implementation process
71. G5 stop and APC map sent to Tolu
72. R10 Route Analysis
73. Participated in the Reconnecting Communities webinar on 7/14
74. Reviewed the Reconnecting communities grant info and submitted comments on the Springfield Viaduct eligibility to MassDOT
75. Met internally with staff to discuss available resources for the Southwick Masterplan development
76. Met with CTPS staff on 7/25 to discuss ongoing planning needs
77. Coordinated with staff on TAM planning



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- 78. Coordinated with staff on the new Safe Streets and Roads for All (SS4A) discretionary program
- 79. Attended the MassDOT SS4A meeting on 8/3
- 80. Attended Flex Funding meeting with MassDOT on 8/18
- 81. Reviewed past RTP public participation outreach events
- 82. Contacted local Farmers Markets to identify potential events for RTP public outreach
- 83. entered RTP survey questions into Survey Monkey
- 84. developed RTP outreach, outline and calendar for JTC and MPO meetings
- 85. Assisted with equity analysis on service cuts.
- 86. Attended the TMG Agenda setting meeting on 9/27
- 87. Coordinated the October TMG agenda and meeting materials
- 88. Developed slides on the status of the RTP outreach and RTP Update Schedule
- 89. Attended virtual TRB committee meeting on accessible transportation and mobility.

Products

- 1. PVTA Population (Abridged File).xlsx
- 2. TRB Lecture 1331 Fare Impact Analysis Morrissey Oke.ppt
- 3. Ridership Report 01112022.ppt
- 4. PVTA December Monthly Ridership Report
- 5. External Stressors on APC Ridership

Meetings

- 1.
attendees:
topic:
location:
- 2.
attendees:
topic:
location:
- 3. 1/14/2022
attendees: Alex, Peter, Amelia, Dana
topic: PVPC Transit Team Meeting
location: Zoom
- 4. 1/18/2022
attendees: Peter, Alex, Amelia, PVTA: Tolu
topic: Fortnightly PVTA-PVPC Meeting
location: Zoom
- 5. 1/20/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
- 6. 1/21/2022
attendees: Peter, Alex, Amelia, Dana
topic: PVPC Weekly Transit Division meeting
location: Zoom
- 7. 1/25/2022
attendees: Peter, Alex
topic: HOPE Grant Meeting
location: Zoom



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8. 1/25/2022
attendees: Peter, Alex, Amelia, Dana, PVTA: Paul, Tolu
topic: Service Visioning Meeting
location: Zoom
9. 1/28/2022
attendees: Peter, Alex, Amelia, Dana
topic: PVPC Transit Team Meeting
location: Zoom
10. 1/28/2022
attendees: Peter, Amelia
topic: Bytemark and R Studio
location: Zoom
11. 1/4/2022
attendees: Alex, Amelia, Peter, PVTA: Tolu
topic: PVTA-PVPC Fortnightly Meeting
location: Zoom
12. 1/7/2022
attendees: Alex, Peter, Amelia, Dana
topic: PVPC Transit Team Meeting
location: Zoom
13. 1/7/2022
attendees: Peter Call with Andy
topic: CPT-HST Plan and TIP Coordination
location: Phone
14. 1/7/2022
attendees: Peter, FTA
topic: Bipartisan Infrastructure Bill
location: Zoom
15. 1/7/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
16. 10/15/2021
attendees: Peter, Alex, Amelia, Dana
topic: PVPC Transit Team Meeting
location: Zoom
17. 10/21/2021
attendees: Peter, Alex, Amelia, PVTA: Tolu, Paul, Sandra, All Operators
topic: Service Review Meeting
location: Zoom
18. 10/21/2021
attendees: Peter, PVTA: Tolu
topic: Weekly check-in meeting
location: Zoom
19. 10/26/2021
attendees: Peter, PVTA: Paul and Ben
topic: PTASP Safety Targets and PTASP Implementation
location: Zoom



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20. 10/27/2021
attendees: Peter K, PVTA Safety Committee, Paul and Ben
topic: PVTA Safety Committee
location: Zoom
21. 10/28/2021
attendees: Peter K, PVTA: Tolu
topic: Weekly Check In Meeting
location: Zoom
22. 10/28/2021
attendees: Peter, Alex, Amelia, PVTA Tolu, Paul, Operators
topic: Route Efficiencies Meeting
location: Zoom
23. 10/29/2021
attendees: Peter, Amelia, Alex
topic: PVPC Weekly Transit Team Meeting
location: Zoom
24. 11/09/2021
attendees: Amelia (lead), Alex, Peter, Tolu (PVTA)
topic: R Training
location: virtual
25. 11/1/2021
attendees: Peter, Alex, Amelia, PVTA: Operators, Paul, Tolu
topic: PVTA X90 and G5 Meeting
location: Virtual
26. 11/10/2021
attendees: All Staff
topic: PVPC All Staff Meeting
location: Virtual
27. 11/11/2021
attendees: Peter, PVTA: Tolu
topic: Weekly PVTA Check In
location: Virtual
28. 11/16/2021
attendees: Amelia, Alex, Peter, Dana, Paul (PVTA), Tolu (PVTA)
topic: Service Visioning Meeting
location: virtual
29. 11/16/2021
attendees: Peter
topic: UDOT Justice40 Initiative Webinar
location: Virtual
30. 11/17/2021
attendees: Peter
topic: Extreme Heat Safety Tabletop (Agency Safety Plan Compliment)
location: Virtual
31. 11/18/2021
attendees: Amelia, Various AIM and IMI grant recipients, FTA AIM Subgroup coordinators
topic: AIM FTA Novel Data Sources Meeting
location: virtual



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32. 11/18/2021
attendees: Peter
topic: VIA Webinar on Bipartisan Infrastructure Bill
location: Virtual
33. 11/19/2021
attendees: Amelia, Tolu (PVTA), Mohammed (Umass), Jimi (Umass), Justin (FTA)
topic: AIM PVTA ODX Group FTA Meeting
location: virtual
34. 11/19/2021
attendees: Peter, Alex, Amelia
topic: PVPC Transit Team Meeting
location: Virtual
35. 11/23/2021
attendees: Peter, Alex, Amelia, PVTA: Tolu
topic: PVTA-PVPC Fortnightly Meeting
location: Virtual
36. 11/30/2021
attendees: Amelia, Alex, Peter, Dana, Paul (PVTA), Tolu (PVTA)
topic: Service Visioning Meeting
location: virtual
37. 11/4/2021
attendees: Peter, PVTA: Tolu
topic: Weekly Check-In with PVTA
location: Virtual
38. 11/5/2021
attendees: Peter, Alex
topic: B79 NTD Data Discussion
location: Virtual
39. 11/5/2021
attendees: Peter, Alex, Amelia, Dana
topic: Weekly PVPC Transit Team Meeting
location: Virtual
40. 11/9/2021
attendees: Peter, USDOT Webinar
topic: Justice40 Initiative
location: Virtual
41. 12/15/2021
attendees: Peter K, Amelia M, Alex F, Dana R, PVTA: Tolu, Paul
topic: Service Visioning Meeting
location: Zoom
42. 12/15/2021
attendees: Peter K, PVTA: Paul, Sandra, WSU Students
topic: WSU Organizational Management Project Presentation
location: Zoom
43. 12/16/2021
attendees: Peter K, Alex F, Amelia M, PVTA: Various
topic: Service Review Meeting
location: Zoom



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44. 12/21/2021
attendees: Peter K, Alex F, Amelia M, PVTA: Tolu
topic: PVTA-PVPC Fortnightly Meeting/Government Data Sources Presentation
location: Zoom
45. 12/23/2021
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-In
location: Zoom
46. 2/1/2022
attendees: Alex, Amelia, Peter, PVTA: Tolu
topic: PVTA-PVPC Meeting
location: Zoom
47. 2/15/2022
attendees: Peter, Alex, Amelia, PVTA: Tolu
topic: PVTA-PVPC Meeting
location: Zoom
48. 2/17/2022
attendees: Amelia M., AIM Grantee representatives, SUMC, FTA
topic: Novel Data Sources group meeting, AIM project updates
location: Zoom
49. 2/18/2022
attendees: Amelia M., Tolu Oke, Mohammed M. (NARS at Umass), Jimi O. (NARS at Umass), Justin J. (FTA)
topic: ODX Project group meeting, survey data for validation, progress update from NARS
location: Zoom
50. 2/18/2022
attendees: Peter, Alex, Amelia, Dana
topic: PVPC Transit Team Meeting
location: Zoom
51. 2/18/2022
attendees: Peter, Amelia, Alex, PVTA: Tolu, Paul
topic: Northern System Survey Questions Meeting
location: Zoom
52. 2/2/2022
attendees: Peter, PVTA: Paul and Operators and Frontline Staff
topic: Safety Committee Meeting
location: Zoom
53. 2/22/2022
attendees: Peter, Alex, Amelia, Dana, PVTA: Paul, Tolu
topic: Service Visioning meeting
location: Zoom
54. 2/24/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check-in with PVTA
location: Zoom
55. 2/25/2022
attendees: Peter, Alex, Amelia, Dana
topic: PVPC Transit Team Meeting
location: Zoom

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56. 2/25/2022
attendees: Peter, PVTA: Tolu
topic: Shared Winter Streets Application meeting
location: Zoom
57. 2/3/2022
attendees: Peter
topic: FTA TAM Plan Webinar
location: Zoom
58. 2/4/2022
attendees: Amelia, Peter
topic: R Studio
location: Zoom
59. 2/4/2022
attendees: Peter, Alex, Amelia, Dana
topic: PVPC Transit Team Meeting
location: Zoom
50. 2/7/2022
attendees: Peter
topic: Intern Interview
location: Zoom
51. 2/7/2022
attendees: Peter
topic: Intern Interview
location: Zoom
52. 2/8/2022
attendees: Peter
topic: Intern Interview
location: Zoom
53. 2/8/2022
attendees: Peter, Alex, Amelia, Dana, PVTA: Paul and Tolu
topic: Service Visioning Meeting
location: Zoom
54. 3/10/2022
attendees: Peter K, Intern Geoffrey
topic: Northern System Survey Intern Scheduling
location: Call
55. 3/10/2022
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
56. 3/11/2022
attendees: Peter K, Dana R., Alex F, Amelia M
topic: Weekly Transit Team Meeting
location: Zoom
57. 3/11/2022
attendees: Peter K, PVTA: SATCO: Jonathan M
topic: Northern System Survey Transit App Notification conversation
location: Zoom



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58. 3/12/2022
attendees: Peter K, Dana R
topic: Materials Drop
location: Parking lot
59. 3/12/2022
attendees: Peter K, Intern Jared
topic: Intern Scheduling Northern System Survey
location: Call
70. 3/12/2022
attendees: Peter K, with Intern Gehoffrey
topic: Northern System Survey Intern Scheduling
location: Call
71. 3/14/2022
attendees: Peter K, Hulmes: Paul A.
topic: Northern System Survey Materials Drop
location: Hulmes, Belchertown, MA
72. 3/14/2022
attendees: Peter K, PVTA: Paul
topic: PTASP Meeting
location: Zoom
73. 3/17/2022
attendees: Peter K, Alex F, Amelia M, PVTA: et.Al
topic: Service Review Meeting
location: Zoom
74. 3/17/2022
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-In with Tolu
location: Zoom
75. 3/18/2022
attendees: Peter K, Amelia M
topic: Bytemark Analysis - R Script
location: Zoom
76. 3/2/2022
attendees: Peter K, PVTA: Paul, Operators
topic: PVTA Safety Committee Meeting
location: Zoom
77. 3/21/2022
attendees: Peter K, Interns Andrew, Angela, Geoffrey
topic: Intern Scheduling
location: Zoom
78. 3/22/2022
attendees: Peter K, Dana R, Alex F, PVTA: Paul and Tolu
topic: Service Visioning Meeting
location: Zoom
79. 3/24/2022
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-In with PVTA
location: Zoom



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80. 3/25/2022
attendees: Peter K, Amelia M, Alex F, Dana R
topic: Weekly Transit Team Meeting
location: Zoom
81. 3/28/2022
attendees: Peter K, Amelia
topic: Bytemark R script
location: Zoom
82. 3/29/2022
attendees: Peter K, VATCO, UMTS
topic: Northern System Survey Paper Survey Pickup
location: VATCo Garage, UMTS
83. 3/3/2022
attendees: Peter K Umass student
topic: Internship Interview
location: Zoom
84. 3/3/2022
attendees: Peter K, Amelia M, Alex F, PVTA Paul, Tolu, Operators
topic: Route Efficiencies Meeting
location: Zoom
85. 3/3/2022
attendees: Peter K, Umass Students various
topic: Northern System Internship Information sessions at Umass SBS Virtual Career Fair
location: Zoom
86. 3/30/2022
attendees: Peter K, Alex, PVTA: Paul, Tolu
topic: HOPE Grant Paratransit Program
location: Zoom
87. 3/31/2022
attendees: Peter K, Alex F, PVTA: Paul, Tolu, et.Al
topic: Route Efficiencies Meeting
location: Zoom
88. 3/31/2022
attendees: Peter K, Intern Kareem
topic: Northern System Survey Training
location: Zoom
89. 3/31/2022
attendees: Peter K, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
90. 3/4/2022
attendees: Peter K, Alex F, Dana R
topic: Weekly PVPC Transit Team Meeting
location: Zoom
91. 3/4/2022
attendees: Peter K, Amelia
topic: Northern System Survey Collection Methodology Bias
location: Zoom



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92. 3/4/2022
attendees: Peter K. and Student
topic: Internship Interviews x2
location: Zoom
93. 3/7/2022
attendees: Peter K, and student
topic: Northern system Survey Intern Interview
location: Zoom
94. 3/7/2022
attendees: Peter K, PVTA: Tolu
topic: Week Check--In Meeting with Tolu
location: Zoom
95. 3/8/2022
attendees: Peter K, Amelia M, Alex F, Dana R, PVTA: Tolu and Paul
topic: Service Visioning Meeting
location: Zoom
96. 3/8/2022
attendees: Peter K, Amelia M, Alex F, PVTA: Tolu
topic: PVPC-PVTA Fortnightly Meeting
location: Zoom
97. 3/8/2022
attendees: Peter K, Amir
topic: Northern System Survey Intern Management Strategies
location: Zoom
98. 3/8/2022
attendees: Peter K, Intern Geoffrey
topic: Northern System Survey Training
location: Zoom
99. 7/14
attendees: Roux
topic: Reconnecting Communities
location: Zoom
00. 7/25
attendees: Roux
topic: PVPC/CTPS meeting
location: Zoom
01. 8/18
attendees: Roux
topic: Flex Funding
location: virtual
02. 8/3
attendees: Roux
topic: SS4A
location: virtual
03. 9/27
attendees: Roux
topic: TMG Agenda
location: Zoom



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Task: 3.10 Paratransit Planning Assistance

Progress

1. Attended bus rider appeal hearing, discussed case with appeal committee members, reviewed bus rider recent incident report, drafted decision letter for bus rider appeal, received feedback from bus appeal committee members and emailed final letter of denial to PVTA for processing and mailing to permanently suspended rider.
2. Identified an issue with the PVTA bus schedule website for android devices and provided feedback to PVTA for improved access to current schedule data which currently does not allow viewing without downloading.
3. Responded for paratransit appeal hearing requests.
4. Responded to bus rider appeal decision letter requests.
5. Followed up with Bus Rider Appeal Committee members to schedule a time to review video footage and schedule an appeal hearing.
6. Reviewed Incident reports and coordinated a meeting with members of the Bus Rider Appeals Committee. Arranged for a virtual viewing of the bus camera footage related to an incident that resulted in a suspension of eligibility to ride the bus, for which the rider has sent an appeal request. Scheduled an appeal hearing. Attended a subsequent meeting with members of the Appeals Committee to discuss further incident developments by the same rider.
7. Responded to requests for paratransit appeal meetings.
8. Reviewed paratransit appeal documents. Attended appeal hearings. Drafted decision letter.
9. Reviewed new documentation received in support of the paratransit appeal. Drafted and then finalized appeal decision letter. Coordinate timely mailing of decision letter.
10. Attended a webinar on managing transit equity.
11. Coordinated appeal meeting time for hearing bus rider suspension case.
12. Responded to PVTA inquiry on appeals committee decision to reinstate a suspended bus passenger.
13. Listened to APTA conference recordings
14. Attended virtual presentation by colleague on her career experience in Transit and modeling.
15. No hours charged to task
16. Attended pre appeal meeting to review bus camera footage of incident. Reviewed bus incident documentation and suspension letters. Surveyed committee member availability to facilitate the scheduling of the bus rider appeal hearing.
17. Attended bus rider appeal hearing, discussed case with appeal committee members, reviewed bus rider recent incident report, drafted decision letter for bus rider appeal, received feedback from bus appeal committee members and emailed final letter of denial to PVTA for processing and mailing to permanently suspended rider.
18. Identified an issue with the PVTA bus schedule website for android devices and provided feedback to PVTA for improved access to current schedule data which currently does not allow viewing without downloading.
19. Responded to paratransit appeal hearing requests.
20. Attended the PVTA paratransit appeal hearing and discussed with committee decision regarding eligibility of appellant. Informed applicant about senior van service eligibility.
21. Drafted letter and followed up with members of the appeals committee regarding paratransit eligibility final decision to update the letter and mail out by deadline
22. Prepared for hearing an eligibility denial appeal by an applicant for the paratransit service provided by PVTA
23. Attended an appeal hearing for a paratransit rider and discussed case with committee members after reviewing the ADA eligibility application and supportive materials.
24. Attended the TRB AP 020 midyear virtual meeting related to Committee on Innovative Public Transportation Services and Technologies
25. Continued work developing key data indicators dashboard for bike share usage
26. Attended paratransit appeal hearing and chaired appeal committee
27. Drafted Eligibility Denial letter for paratransit appeal determination.
28. Met with and discussed paratransit appeal decision with committee members and drafted an appeal denial letter.

Products



PVPC- FHWA FFY 2022 END OF YEAR ACTIVITIES REPORT

Meetings

1. 5/23/2022
attendees: Rana
topic: Bus rider appeal hearing
location:

Objectives

Task: 3.11 Climate Change Impementation

Progress

1. Added priority culvert for repair or replacement to priority list, pulling from HMPs.
2. Staff and support regional clean energy climate action group
3. Advance regional e-bikes for EJ initiative
4. Attended 4/6 EEA meeting on EJ with public utilities
5. Prepared for and met with West Springfield Mayor on levee and stormwater concerns on 4/6
6. Communications with member municipalities regrading region's clean energy climate action plan and its implementation
7. Attended Georgetown Climate Center Webinar on Regional Resilience - Patty
8. Advance E-Bikes for EJ pilot project
9. Staff regional Clean Energy Climate Action group
10. Support work on local GHG emissions inventories.
11. Respond to inquiries about clean energy and efforts to reduce GHG emissions from transportation, sharing information about Evs charging stations and access to rebates from the state and federal government
12. Support the regional clean energy climate action committee
13. Began search for model floodplain bylaw with flood elevation guidance
14. 2-18 info share meet with Rep. Blais and follow up on dirt and gravel roads vulnerability
15. Assisted 4 Hilltown communities with writing up concept summary for dirt roads and culvert analysis
16. 2-3 met with state floodplain manager on FEMA mapping updates and levy assessment analysis
17. Worked with the members of the Pioneer Valley Clean Energy Climate Action group to explain and clarify updated regional GHG emissions inventory
18. Communicated with Commonwealth MOR EV program staff affirming availability of incentive funds
19. Prepared for quarterly meeting of CE CA group
20. Worked with Community Foundation of W MA to secure funding for Access Passes for ValleyBike as part of regional effort to promote less polluting transportation
21. Reviewed and commented on MA Climate Change Assessment Framework for MA EEA (PG)
22. Attended American Association of Adaption Professionals sessions on Climate Migration (PG)
23. Update information on region's clean energy status for regional economic development planning work.
24. Developed a set of recommendations, informed by research, for the City of Northampton on incorporating climate change mitigation goals into the capital improvement planning process.
25. Work to oversee implementation of regional clean energy climate action plan including engaging directly with member municipalities or local climate action plans and GHG emissions inventories
26. Attended NOAA precipitation webinars 10-4 and 10-12
27. Communicated with member municipalities regarding climate action in Infrastructure funding and local implementation
28. Updated mitigation strategies for the Climate Action and Clean Energy (CACE) Plan to align with the updated State Clean Energy and Climate Plan for 2025 and 2030, including the goal of net zero carbon emissions by 2030
29. Updated adaptation strategies for the CACE Plan and incorporated relevant strategies from the Environment and Green Infrastructure plan
30. Support the region's clean energy climate action committee to understand new funding in the BIL, especially the EECBG funding as member municipalities are interested in a possible regional application focused on the EV charging infrastructure and electric school bus
31. Assist with updating the regional clean energy climate action plan in sync with new state plans and goals
32. Attended SNEP Network session on climate mitigation and adaptation
33. Researched climate-smart planting lists and sent inquiries to Native Plants Society and local landscape architecture firm
34. Completed updating the draft mitigation strategies for the Climate Action and Clean Energy (CACE) Plan.
35. Completed updating the draft climate adaptation strategies for the CACE plan - incorporating strategies from the Environment and Green Infrastructure plans.



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- 36. Completed the priority culvert list for municipalities by watershed.
- 37. staff the regional clean energy climate action working group; facilitate consideration of regional response to EECBG BIL opportunity; update regional plan goals to assure consistency with state goals

Products

- 1. Memorandum with recommendations provided to City of Northampton on 12/29/21

Meetings

- 1. 2-18
attendees: N. Blais and PVPC staff
topic: info share on dirt and gravel roads vulnerability
location: zoom
- 2. 2-3-22
attendees: J. Duperault, P. Gambarini
topic: FEMA mapping updates and levy assessment analysis
location: zoom
- 3. 4.13
attendees: 22
topic: overseeing regional clean energy climate action plan
location: zoom
- 4. 4-6
attendees: 12 or so
topic: MA EEA meeting on EJ with public utilities in region
location: zoom
- 5. 4-6
attendees: 2
topic: Meeting with West Springfield Mayor on levee and stormwater concerns
location: zoom
- 6. 6/16
attendees: Patty
topic: Regional Resilience
location: online

Objectives

Task: 3.12 Green Streets and Infrastructure

Progress

1. Met with green infrastructure consulting engineer on 4-6 and provided follow up materials to organize for design of 5 to 7 bmp template for the region
2. Coordinated with consulting engineer to lay groundwork for advisory group meetings on GI
3. Held first GI advisory group meeting with local DPW officials and engineering consultant on 4/26
4. Prep and check in meeting with consulting GI engineer on GI BMPs for CT River communities (2 hours)
5. Attended keynote address at SNEP network event on soon to be issued New England Green Infrastructure Retrofit Manual (1 hour)
6. Check in meeting with consulting GI engineer on GI BMPs for CT River communities (1 hour)
7. Progress check in via zoom with BMPs engineering consultant, Rob Roseen of Waterstone Engineering
8. Finalized and distributed checklist for updating municipal code to advance green streets and green infrastructure practices
9. Prepared for and met with consulting engineer 3-30; and provided follow up materials to organize for design of 5 to 7 bmp templates for the region
10. 2-9 meeting to review TIP projects in region
11. 2-9 meeting with Springfield Schools on green infrastructure/garden project
12. Prepared scope of work for green infrastructure bmp designs
13. Finished Gi-LID checklist for municipal use
14. No hours charged to task
15. Drafted scope of work for engineering on 5 to 7 template green infrastructure designs (PG)
16. Prepared summary and corresponded with HCC service learning to try to find art student who can help develop design for signage at Holyoke green infrastructure facilities
17. Prep for presentation on GI Retrofit/NSID Reports for EPA webinar 10-28
- 18.
19. Began compiling a list of priority culverts for repair or replacement for each municipality in our region, organized by watershed. Got this data from hazard mitigation plans, MVP reports and the NAACC database.
20. Developing two new strategies/tools for the Green Infrastructure toolkit - 1) Resilient Capital Improvement Planning and 2) Adaptive Design and Phased Development.
21. Set up interviews to discuss a regional resilience working group
22. Continued to finalize the 6 existing fact sheets for the Resilience Toolkit
23. I completed the research and development of two elements for the Green Infrastructure/Climate Resilience toolkit: Climate Adaptive and Phased Design, and Resilience-Focused Capital Improvement Planning. Patty will be providing these deliverables.
24. I interviewed Anne Capra, the Director of Planning and Conservation in South Hadley (with Patty) about her interest in a regional climate resilience working group, and wrote up notes from the interview. The notes are attached.

Products

1. South Hadley Interview
- 2.
3. GI designs scope of work
4. GI-LID checklist for municipal use

Meetings

1. 2--9-22
attendees: A. Getman-Skillicorn, R. Antosca from schools and P. Gambarini
topic: green infrastructure/garden project
location: zoom



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2. 2--9-22
attendees: PVPC staff and muni reps
topic: TIP projects
location: zoom
3. 3-30-22
attendees: P. Gambarini, R. Roseen
topic: Preparing for GI advisory group meetings
location: Zoom
4. 4-26
attendees: 11
topic: 1st GI advisory group meeting
location: Zoom
5. 4-6
attendees: 2
topic: Kick off conversation about process for designing 5 to 7 GI BMPs for region
location: Zoom
6. 5/11
attendees: Patty
topic: GI engineer on GI BMPs for CT River communities
location: Virtual
7. 5/18
attendees: Patty
topic: keynote address at SNEP network
location: Virtual
8. 5/26
attendees: Patty
topic: GI engineer on GI BMPs for CT River communities
location: Virtual
9. 6/23
attendees: Patty
topic: Prep for 6/28 meeting
location: zoom
10. 6/27
attendees: Patty
topic: Prep for 6/28 meeting
location: zoom
11. 6/28
attendees: Patty
topic: Met with GI regional advisory group via zoom to review standard templates layout and GI BMP designs
location: zoom

Objectives

Task: 4.1 Implementing the Regional Land Use Plan

Progress

1. Researched and communicated with staff at PVPC and CMRPC regarding updating priority development and priority conservation maps
2. Support and staff regional housing committee that oversees implementation of regional housing plan
3. Communications with Reg Housing Comm chair and DHCD staff regarding a possible presentation at mtg
4. Review and finalize notes from RHC mtg
5. Staff regional smart growth group, Valley Development Council
6. Staff Regional Housing committee
7. Attend Fair Housing Civil Rights conference
8. Support and staff the regional housing committee and the Valley Development council, our regional smart growth committee
9. Assisted the Town of Monson with advancing sustainable development, climate resilience and smart growth as part of the open space planning process.
10. Publicized and staffed the quarterly meeting of the regional smart growth working group, the Valley Development Council
11. Planned for and publicized the quarterly meeting of the regional housing committee that will happen in Feb due to a scheduling problem
12. Communicate with members of regional Smart Growth committee and regional housing committee.
13. Work to oversee regional Smart growth committee, Valley Development Council, and Regional Housing Committee, communicate with members and oversee implementation of regional plans in collaboration with member municipalities
14. Facilitated planning of CPTC workshop on behalf of VDC and RHC scheduled Nov 10
15. Prep for Nov DLS/MARPA presentation on RHC and related regional housing work
16. Support the regional housing committee including researching the interest in a 40R session with DHCD staff
17. Staff the Regional Housing Committee—prep for October meeting and review status of 2014 Housing plan goals and objectives
18. Staff the Regional Clean Energy Climate Action Committee, prep for October meeting and review status of 2014 plan to update based on Commonwealth's updated goals.
19. staff the Regional Housing Committee; investigate need for 40R training for municipalities and start planning educational workshop

Products

Meetings

1. 4.11
attendees: 15
topic: oversee implementation of regional housing plan
location: zoom
2. 4.14
attendees: 13
topic: oversee implementation of regional Land use plan
location: zoom

Objectives

Task: 4.2 Scenic Byways Support

Progress

1. No hours charged to task
2. No hours charged to task
3. Talked by phone and e-mailed with several potential trails consultants, obtained estimate, prepared budget on new HF linkage in Chester
4. Convened and facilitated meetings with Highlands Footpath - Chester linkage working group on 1-18 and 1-26; (P. Gambarini)
5. Met with DCR's P. Jahnige and Hill town Land Trust S. Loomis on 1-20 (P. Gambarini)
6. Began preparing presentation to describe Highlands Footpath, recent work, and plan for coming work
7. Attended and followed up on MassDOT 12-6-21 meeting to discuss forthcoming byway program (PG)
8. Prepared for and met on 11-3 and 11-16 with TNC staff and Highlands Footpath group to discuss scope of project concept for new Highlands Footpath segment in Chester along Route 20/Jacob's Ladder Trail Scenic Byway
9. Developed simple working map to show area for trail alignment and status of various parcels in area.
10. No hours charged to task
11. Check in with regional proponents regarding both existing and future scenic byways opportunities
12. Put together a spreadsheet of amenities for the proposed Highlands Footpath (part of the Scenic Byways Project). For each town that footpath travels through, listed resources for lodging, food (provisions and prepared), general supplies, and bathrooms.
13. I researched amenities for the planned Highlands Footpath, and completed a chart that lists amenities such as lodging, bathrooms, and provisions of food and general supplies in the towns of Chester, Worthington, Chesterfield, Cummington, Huntington, Goshen, Blandford Becket, and Russell. The spreadsheet is attached.

Products

1. List of amenities on Highland Footpath
2. simple working map showing area of linkage and status of various parcels

Meetings

1. 11-16-21
attendees: NC's Karen Lombard, Highlands Footpath Inc.'s Andy Myers, Meredyth Babcock, and Jeff Penn
topic: new linkage from Route 20
location: virtual
2. 11-3-21
attendees: TNC's Karen Lombard, Highlands Footpath Inc.'s Andy Myers, Meredyth Babcock, and Jeff Penn
topic: new linkage from Route 20
location: virtual
3. 1-18-22
attendees: A. Myers, M. Babcock (Highlands Footpath Reps) and K. Lombard (TNC)
topic: New trail linkage in Chester
location:
4. 1-20-22
attendees: P. Jahnige (DCR)
topic: Best approach to advancing new trail work in Chester
location: zoom
5. 1-20-22
attendees: S. Loomis (Hilltown Land Trust)
topic: CR interest on property adjacent to Chester linkage
location: zoom



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6. 12-6-21

attendees: MassDOT, and regional scenic byway coordinators
topic: forthcoming restart of federal scenic byways program
location: zoom

7. 1-26-22

attendees: A. Myers, M. Babcock (Highlands Footpath Reps) and K. Lombard (TNC)
topic: New trail linkage in Chester
location: zoom

Objectives

Task: 4.3 Local Pavement Management Program

Progress

1. No hours charged to task
2. No hours charged to task
3. No hours charged to task
4. No hours charged to task
5. No hours charged to task
6. No hours charged to task
7. No hours charged to task
8. No hours charged to task
9. No hours charged to task
10. No hours charged to task

Products

Meetings

Objectives

Task: 4.4 Local Technical Assistance

Progress

1. Participated in MEPA Advisory committee Meetings on 4/1, 4/19 and 4/29
2. Attended PVPC Executive Committee Meeting on 4/28
3. Responded to requests from Southampton regarding funding opportunities for shared use paths.
4. Assisted communities in planning for Bay State Bike Month.
5. Participated in the MEPA Regulations Advisory Committee Meeting on 5/27
6. Attended the PVPC Executive Committee meeting on 5/26
7. Reviewed the DEIR for the Westfield Target Supply Chain Facility
8. 5/17 conferred with Ware on MEPA Notice of Project Change for solid waste facility/construction and demolition (1 hour)
9. Met with the MGC to discuss potential regional projects that could benefit from gaming mitigation money
10. Attended the MEPA Regulations Advisory Committee on 6/10
11. Reviewed and commented on the DEIR for the Westfield Target Supply Center
12. Attended Principles of Leadership Training on 3/15 and 3/22
13. Assisted the Town of Monson with Complete Streets documentation and program information.
14. Attended JTC Meeting on 2/16
15. Attended MPO Meeting on 2/22
16. Attended MEPA Thresholds review committee meeting on 2/11
17. Assisted the Town of West Springfield with the MassDOT project initiation process.
18. Provided endangered species mapping guidance to the Town of West Springfield.
19. Review feasibility study scope of work and cost estimate for the Town of West Springfield.
20. Participated in the MEPA Advisory Committee Meetings on 1/4 and 1/28 on new review thresholds
21. Met with the town of West Springfield to discuss their application for a Gaming Commission Construction grant
22. Wrote a letter of support for the West Springfield project
23. Reviewed and provided comments on ENF proposal for Target Warehouse in Westfield (P. Gambarini)
24. Attended planning board meeting in South Hadley (P. Gambarini)
25. Reviewed MEPA documents for Westfield and Agawam and prepared summary comments on transportation issues
26. Attended MEPA Advisory Committee Meeting on 12/17
27. Responded to requests from the City of Springfield regarding Shared Street and Spaces funding
28. Attended Holyoke Bike Ped Advisory Committee Meeting.
29. Reviewed and prepared MEPA review comments on environmental considerations for Agawam Warehouse facility (PG)
30. Responded to request from the City of West Springfield for information on MassDOT reconstruction of Route 10/202
31. Review of Tuckahoe Farm MEPA - ENF
32. Review of Cummington Cemetery MEPA - ENF
33. Responded to a request to a Westfield City Councilor on pedestrian injury and fatality crash data in the city.
34. MEPA review of Chapin Street Hampden -7 home ANR project
35. MEPA review pf MassDOT West Springfield Memorial Drive improvements project
36. Installed two Automatic Traffic Recorders in Ludlow.
37. Reviewed and prepared comments on gas pipeline project ENF for Longmeadow and Springfield
38. Responded to help request from Agawam Historic Commission on elm tree removal
39. Met with transportation staff to give an overview of the MEPA process
40. Met with Tori Kim and MARPA reps to discuss MEPA regulations update
41. Attended a meeting with Eversource on their Reliability Project
42. Met with the City of Holyoke to discuss the SS4A grant



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- 43. Met with the City of Springfield to discuss opportunities to apply for a project through the Reconnecting Communities Program
- 44. Reviewed materials submitted by the City of Springfield on their potential project
- 45. Met with staff to discuss a scope of work for a proposed downtown parking study for the city of Holyoke
- 46. reviewed budgets and past studies to assist in the development of a Holyoke Parking Study

Products

- 1. MEPA comment letter on Westfield target Supply Center

Meetings

- 1. 1/14
attendees: Roux
topic: MEPA
location: Zoom
- 2. 1/25
attendees: Roux
topic: MGC Grant Meeting
location: Zoom
- 3. 12/17
attendees: Roux
topic: MEPA
location: Zoom
- 4. 2/11
attendees: Roux
topic: MEPA Review Thresholds
location: Zoom
- 5. 2/16
attendees: Roux
topic: JTC
location: Zoom
- 6. 2/22
attendees: Roux
topic: MPO
location: Zoom
- 7. 4/1
attendees: Roux
topic: MEPA Advisory Committee
location: Zoom
- 8. 4/19
attendees: Roux
topic: MEPA Advisory Committee
location: Zoom
- 9. 4/28
attendees: Roux
topic: PVPC Executive Committee
location: Zoom
- 10. 4/29
attendees: Roux
topic: MEPA Advisory Committee
location: Zoom



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11. 5/26
attendees: Roux
topic: PVPC Executive Committee
location: Zoom
12. 5/27
attendees: Roux
topic: MEPA
location: Zoom
13. 6/10
attendees: Roux
topic: MEPA Regulations Advisory Committee
location: Zoom
14. 6/16
attendees: Roux
topic: MGC and MassDOT meeting on potential uses of Gaming Mitigation Funds
location: Zoom
15. 8/18
attendees: Roux
topic: Eversource Project
location: virtual
16. 8/22
attendees: Roux
topic: MEPA Regs
location: virtual
17. 8/29
attendees: Roux
topic: Holyoke SS4A
location: virtual
18. 9/22
attendees: Roux
topic: Holyoke Parking Study
location: PVPC
19. 9/6
attendees: Roux
topic: Reconnecting Communities
location: Zoom

Objectives