



Consultant Activity Report – September 2023

Date: **October 24, 2023**

Report Period: **September 1 – September 30, 2023**

This monthly report is intended to summarize current or recently completed activity on the Regional Connectors Study by the consultant team.

Work Activity This Period:

Execute Engagement Plan

- Continued to upload project materials to the project website – agendas, meeting minutes and videos, monthly Consultant Activity reports, and project documents.
- Circulated the link to Phase III Technical Guide to email contacts for the study Steering (Policy) Committee, Working Group, and public participants with comments due September 22.
- Organized and summarized all public outreach activities and results in a draft Summer 2023 Engagement summary and a draft final public engagement report for the study.

Study Documentation

- Circulated draft Phase III Technical Guide to Joint Steering (Policy) Committee and Working Group for review prior to September meeting.
- Continued Phase III Technical Guide revisions per input and comments from the study committee members, stakeholders, and the public.
- Began drafting a brief, overall study summary document addressing the study process, key findings throughout the study, including key considerations for future study or advancement of the study segments.
- Organized and began drafting responses to the comments received on the draft Phase III Technical Guide.

Prepare for and Attend Meetings

- Prepared for and held Joint Steering (Policy) Committee / Working Group on September 15 to present results of final public outreach and request endorsement of final study recommendations.

- Above meeting resulted in slight pause in study activity in order to schedule an October meeting between HRTPO, Consultant team, and Portsmouth to discuss City concerns about potential impacts from study recommendations. More information about this October meeting in next Activity Report.

Work Anticipated Next Period:

Execute Engagement Plan

- Continue to upload project materials to the project website – agendas, meeting minutes and videos, monthly Consultant Activity reports, and project documents.
- Circulate summary of all public outreach activities and results in a Summer 2023 Engagement summary and a final public engagement report for the study.

Study Documentation

- Continue Phase III Technical Guide revisions per input and comments from the study committee members, stakeholders, and the public.
- Continue drafting a brief, overall summary document addressing the study process, key findings throughout the study, including key considerations for future study or advancement of the study segments.
- Follow through on items discussed in the October 4 meeting with City of Portsmouth, largely through the above documents and coordination with the members of the Steering (Policy) Committee and Working Group.

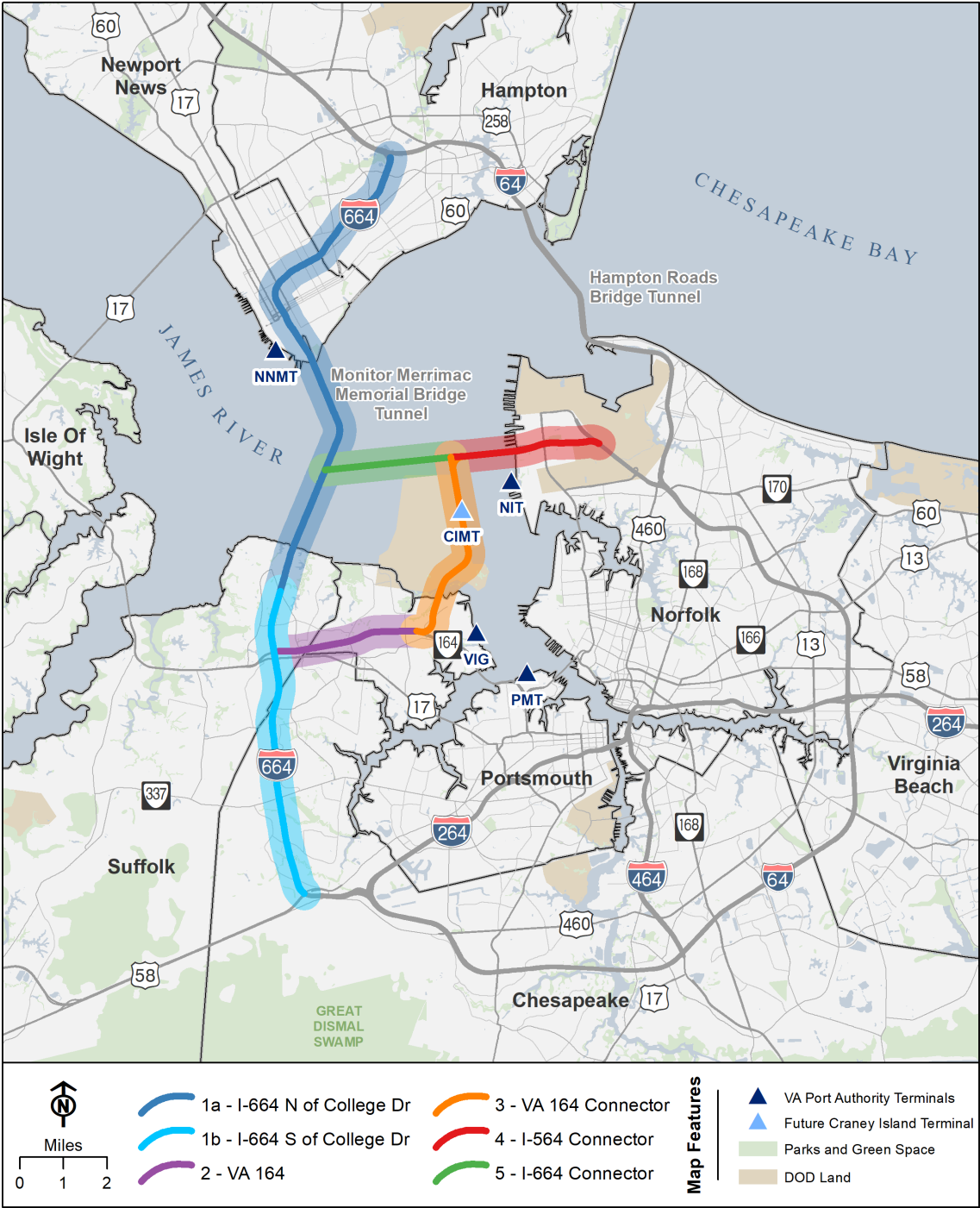
Prepare for and Attend Meetings

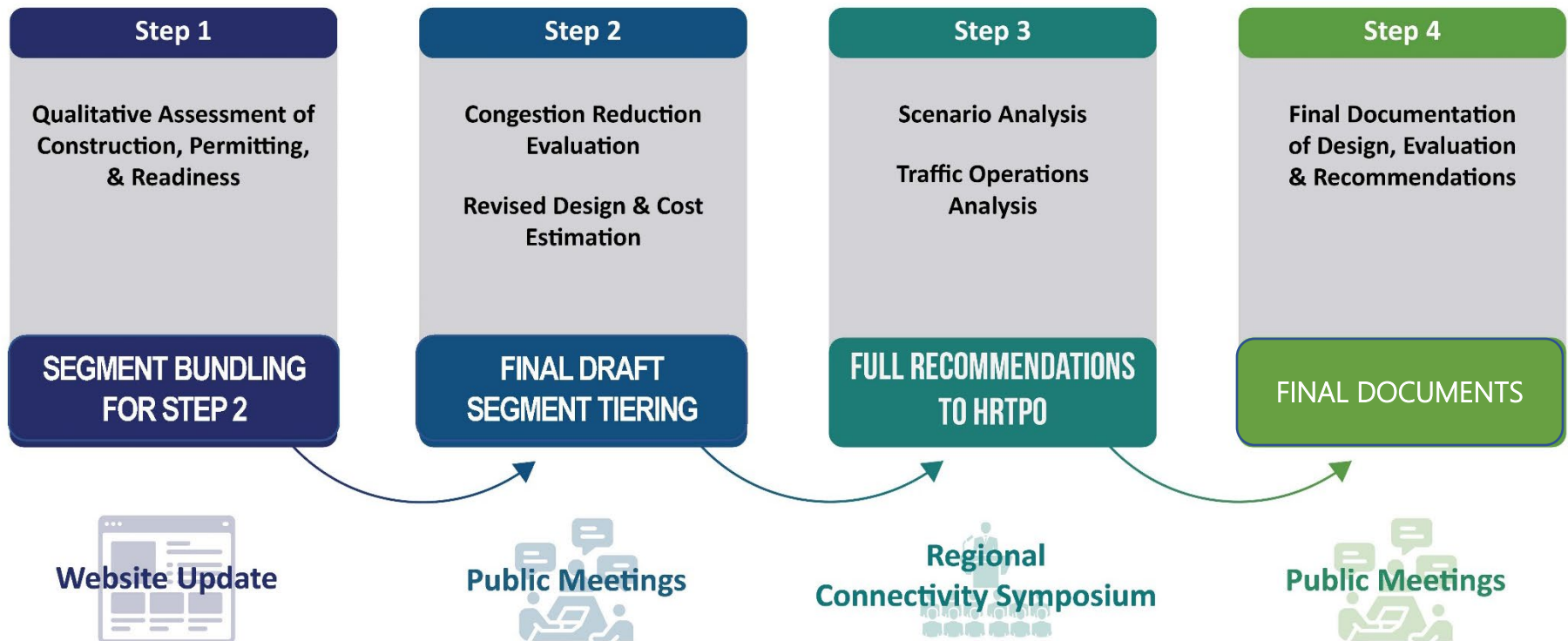
- Prepare for and attend October 4 meeting between HRTPO, Consultant and the City of Portsmouth to discuss City questions and concerns about potential impacts from study recommendations.

Attachments:

- Mandated Segments
- Phase III Process Graphic
- Project Completion Schedule



Mandated Segments





Regional Connectors Study Project Completion Schedule (Steps 3 and 4)

		Fall 2022	Winter 2022-2023	Spring 2023	Summer 2023	Fall 2023
Task	Step					
Code and run 2045 RCS Baseline Network for 4 Land Use Scenarios	3					
Code and run up to 3 bundle networks for 4 Land Use Scenarios	3					
Evaluate congestion and economic performance of all of the above	3					
Operational analysis - code/refine segments for analysis	3					
Operational analysis - analyze bundle networks and land use scenarios	3					
Finalize segment cost estimates	3					
Final documentation of study findings	4					
Steering Committee/Working Group Meetings		✓	✓	✓	✓	✓ (TBD)
Public Engagement:						
Plan and Hold Regional Connectivity Symposium	3					
HRTPO Community Advisory Comm. Meeting	3,4	✓		✓		
Plan, restart, continue social media	3,4					
Draft promotion materials, promotion plan for public meetings	3,4					
Plan/attend pop-up events	3,4					
Plan/Prepare/Publicize public meetings	3,4					
Hold public meetings	3,4		Feb. 1, 2, 7, 9		July 31, Aug. 1-3	

 Completed Activities
 Activities Underway

Final HRTPO Board Presentation: January