

# 2023 Annual Report

**New Hampshire Local Technical Assistance Program**

UNH Technology Transfer Center

January 1, 2023 – December 31, 2023

Prepared by Marilee Enus

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New Hampshire  
Technology Transfer Center



University of  
New Hampshire

NH LTAP Sponsors:



U.S. Department of Transportation  
**Federal Highway Administration**

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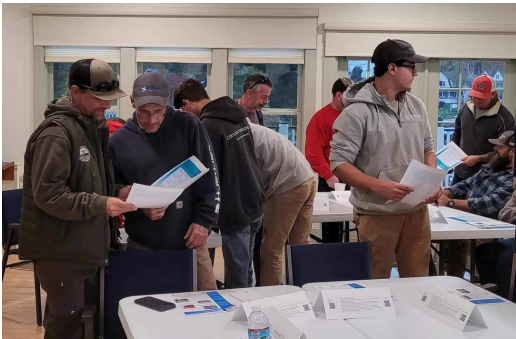
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I. Training

In 2023, **over two thousand attendees participated in 137 training opportunities**, including fifty-three virtual sessions, seventy-four in-person workshops and nine days of private heavy equipment training.



Snowfighters' Seminar



Chainsaw Safety & Maintenance



ADA & Pedestrian Facilities

## II. New Workshops Developed by UNH T2 in 2023

- [After the Storm - Safety During Cleanup and Recovery](#)
- [Salt Spreader Calibration lunch and learn](#)

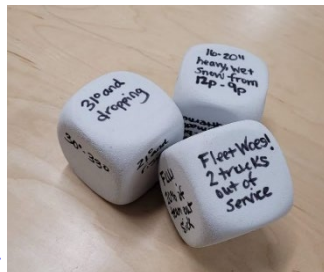


- [The Winter Road More Traveled](#) - Intro to Winter Operations for Municipal Administrators, Elected Officials, and Conservation Commissions



Inaugural session of *The Winter Road Less Traveled* - Intro to Winter Ops for Administrators, Elected Officials, and Conservation Commissions

- [Winter Ops Strategy for Supervisors and Directors](#)
- [Snowplowing 101](#)



"Winter Whammy" game promotes winter storm response decision making.

- Redesigned – [Snowfighters' Seminar](#)

## III. Roads Scholar Program

- Published [2023 NH Roads Scholar directory](#)
- Held Master Roads Scholar luncheon at Puritan Manchester in November to honor 2023 Master Roads Scholar recipients.
- **New Hampshire Roads Scholar Program - Achievement Levels and 2023 Achievements**
  - **Safety Champion:** seven new achievements
    - requires twenty hours in Safety
  - **Roads Scholar - Level 1:** twenty-nine new achievements
    - requires twenty-five contact hours
  - **Roads Scholar - Level 2:** five new achievements
    - requires fifty contact hours in the specific subject areas:
      - Twenty hours of Technical
      - Ten hours of Safety
      - Five hours of Environmental
      - Five hours of Supervisory
      - Ten additional hours of any category (or electives)

- **Senior Roads Scholar** (Level 3): four new achievements
  - requires seventy-five contact hours and achievement of Level 2
- **Master Roads Scholar** (Level 4): eight new achievements
  - requires one hundred contact hours and achievement of Level 3
- **Master Roads Scholar II** (Level 5): one new achievement
  - requires 150 contact hours, be a Safety Champion and Level 4
- **Advanced Master Roads Scholar** (Level 6): No new achievements
  - requires two hundred contact hours, achievement of Level 5 and completion of capstone project as agreed upon with NH LTAP Advisory Board



The 2023 Master Roads Scholar luncheon was held on November 2, 2023.

## IV. Build a Better Mousetrap

UNH T<sup>2</sup> received four Build a Better Mousetrap submissions for 2023; all were submitted to FHWA's national program.

## V. Newsletter

Published quarterly issues of *Road Business* [newsletters](#), and emailed to PW.net, subscription email list, NLTAPA, and shared on Facebook.

[Spring Newsletter](#)

[Summer Newsletter](#)

[Fall Newsletter](#)

[Winter Newsletter](#)

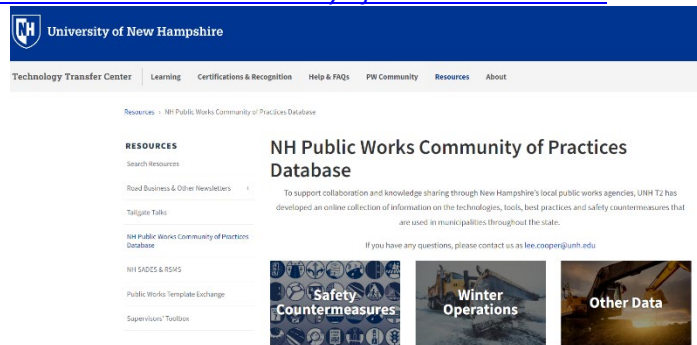


### Other Press and Article Contribution Opportunities in 2023:

- [November 2023 APWA Reporter | Pulling it all together \(Supervisory\) - Marilee](#)
- [October 2023 APWA Reporter | To increase chapter visibility, engage your partners - Marilee](#)
- [August 2023 APWA Reporter | Summer school in session: PW as a community educator - Marilee](#)
- [May 2023 APWA Reporter | Signed and Enacted: Legislation in support of public works - Marilee](#)
- [February 2023 APWA Reporter | Public Works Needs YOU! - Marilee](#)

## VI. Website

The [t2.unh.edu](http://t2.unh.edu) website was maintained throughout 2023, including the expansion of the [Resource section](#) and addition of the new [New Hampshire Public Works Community of Practices Database](#) that UNH T2 developed.



## VII. Communication

- PW.net - In 2023, we focused on a general clean-up of PW.net to remove any non-responsive email addresses, as well as to move non-municipal addresses (such as private contractors and consultants) over to our general subscription list. A thorough review was completed to identify at least one representative from every municipality to add to PW.net, to facilitate efficient sharing of information and updates applicable to local road agencies.
  - 574 active members
- 631 Facebook followers
- 179 email addresses on the “subscription only” email list (for special updates, but not general PW.net communications)

## VIII. Listservs

- UNH T<sup>2</sup> also hosts and maintains six active Google Groups
  - NHPWA Board
  - NHPWA Membership
  - NHPWMA Board
  - NHPWMA Activation Contacts
  - UNH T<sup>2</sup> Advisory Board
  - NH Salt Symposium Planning Committee – while still “active” is not currently in use

## IX. Affiliate Groups and Partnerships

### NH Public Works Association

- Marilee and Scott served on the Executive Board.
- Marilee participated on workforce development panel at technical meeting
- UNH T<sup>2</sup> hosted and maintained website.
- UNH T<sup>2</sup> maintained Board and Member Google Group lists
- Assisted in coordinating events and education seminars, including marketing materials, developing agendas, and administrative support for Annual Meeting and technical sessions
- Provided general assistance
- Took meeting minutes
- Provided ad hoc administrative support for events



### NH Public Works Mutual Aid Program

- Provided ad hoc general assistance, including took lead on developing a two-page post-flood guidance document for municipalities, with general FEMA and flood recovery details
- Developed *After the Storm- Safety During Cleanup & Recovery* workshop, which was hosted in partnership with NHPWMA in three locations in NH
- Led an effort to identify non-member municipalities and invite them to participate, resulting in seventeen new member communities
- Marilee served on the Executive Board.
- UNH T<sup>2</sup> hosted and maintained website and database
- UNH T<sup>2</sup> maintained a Board Google Group list
- UNH T<sup>2</sup> maintained and distributed an Excel-based 24-7 Contact file to Board and 24-7 Contacts
- Took meeting minutes



NHPWMA sponsored the *After the Storm - Safety During Cleanup and Recovery* workshop featuring the Eversource live line demo trailer.

### State Transportation Innovation Council (STIC)

- Marilee served on the STIC group in NH.

### NHDES

- Provided virtual Green SnowPro training towards Salt Applicator Certification Program
- Launched new *Calibration Lunch and Learn* approved for Green SnowPro training
- Scott presented at the NHDES Salt Symposium as part of municipal track
- Provided virtual Culvert Maintainer Certification and Recertification Program training

### NEAPWA

- Marilee participated in the Public Works Awareness Committee, Education Committee, as well as the newly formed Communications Sub-group, including writing for industry communications such as *APWA Reporter*.
- Marilee developed and facilitated NEAPWA Chapter Connects virtual session on workforce development and engagement to national virtual audience

### NLTAPA

- Marilee participated as Co-Chair of Communications Work Group including efforts to clean-up and enhance communication channels, leading the launch of a streamlined onboarding process for new LTAP peers, and leading virtual lunch and learns
- Marilee presented at several NLTAPA Annual Conference sessions

### **Additional Partnerships and Participation:**

- NH Municipal Association including Marilee co-presented in a virtual session on rural roadway safety and NH HSIP
- NH Construction Career Days – Butch provided support in the heavy equipment pit throughout two days
- Green Mountain Conservation Group
- Other LTAP Centers
- Civil Engineering Department at University of New Hampshire

- Federal Motor Carrier Safety Administration (FMCSA)
- AASHTO TSP2 Bridge Preservation – Local Agency Outreach Workgroup
- Northeast Pavement Preservation Partnership workgroup

## X. Technical Assists

UNH T2 staff participated and responded to sixteen technical assistance requests to support workforce development, gravel roads, bridge replacement, policy, and public administration.

## XI. Professional Conference Presentation

- NHMA Annual Conference November 2023: *Washed Out but Not Disconnected- Municipal Communication During Emergency Events* (Marilee)
- New England APWA's *Chapter Connects* panel discussion on *Workforce Development & Outreach* (Marilee moderated)
- NH Salt Symposium discussion on municipal Green SnowPro rule making (Scott)
- NLTAPA Annual Conference on communication tools, outreach, and engagement topics (Marilee)

## XII. Other Events, Initiatives and Recognition

- Developed and rollout out [Community of Best Practices](#) survey to develop database
- Designed and updated banner for use at Mountain of Demos and other places UNH T2 exhibits.



- Strategic Workforce Development peer exchange with FHWA
- FoRRRwD peer exchange with FHWA
- NH Construction Career Days



### XIII. History, Background, General Operations of NH LTAP

In 1982, the United States Congress established the Rural Technical Assistance Program (“RTAP”). In 1991 the name was changed to the Local Technical Assistance Program (“LTAP”), as the Intermodal Surface Transportation Efficiency Act widened the program’s scope to include urban areas with populations over 50,000. At that time, the Tribal Technical Assistance Program (“TTAP”) was also created.

Together, these programs help local agencies build, maintain, and operate America’s transportation system by delivering targeted training and technical assistance to local and tribal governments. Currently there are 51 LTAPs with one in every state and Puerto Rico. TTAP centers are being re-established in several regions to support to all Tribes in the United States.

The New Hampshire LTAP center was created in 1986 at the University of New Hampshire, one of the university sites selected to house this program in the fifth year of the RTAP program. Support for the program is provided by the Federal Highway Administration (“FHWA”), the New Hampshire Department of Transportation (“NHDOT”), and the University of New Hampshire (“UNH”).

**Mission:** To foster a safe, efficient, and environmentally sound surface transportation system by improving skills and increasing knowledge of the transportation workforce and decision makers

**Vision:** Improve the quality and safety of the surface transportation system through collaborative partnerships, training and information exchange

The New Hampshire LTAP center (NH LTAP) has a proven track record of almost 40 years as an outreach program for the transportation workforce and has become a trusted resource for local agencies seeking training and technical assistance. Its ability to efficiently and effectively transfer technology and information through courses and relationships to rural and urban partners and customers is its primary measure of success.

The NH LTAP provides education and technical assistance on transportation-related matters to a wide variety of entities, including city and town street/highway departments, public works departments, elected and appointed public officials, private individuals, corporations, and other stakeholders. By sharing and improving the distribution of this information, the program promotes efficient use of local transportation agencies’ scarce resources.

NH LTAP’s vision is to improve the quality and safety of the surface transportation system through interactive relationships and information exchange.

**The overarching methodology of NH LTAP is to:**

- **integrate** services and resources into a centralized location;
- **coordinate** with all the stakeholders; and
- **accelerate** distribution of transportation related technology by moving FHWA and NHDOT mandates, new transportation resources, and other information into the hands of the NH LTAP constituents.



## XIV.NH LTAP Program Focus Areas

There are four focus areas that are vital to the success of NH LTAP's mission of fostering a safe, efficient, and environmentally sound surface transportation system:

1. **Safety:** We will improve awareness and increase the implementation of best practices in roadway and worker safety. The goal of improving safety is being met by the NH LTAP through training, technical assistance, and information dissemination. Specific goals related to safety to be addressed during 2023 included:
2. **Infrastructure Management:** We will hasten the implementation of best practices in planning, design, construction, maintenance, management and operations of the surface transportation system.
3. **Workforce Development:** We help our stakeholders attract, retain and retrain a knowledgeable and skilled transportation workforce
4. **Organizational Excellence:** We endeavor to deliver efficient services to our stakeholders through the effective management of our organizational resources, and we will strive for continuous improvement.

These focus areas are addressed by improving the skills and increasing the knowledge of the local and tribal transportation workforce. NH LTAP achieves its objectives by providing seminars and training sessions, information sharing, technical assistance, quarterly newsletters, transfer of technology materials, external communication, and evaluation.

## XV.Staff

- UNH T<sup>2</sup> Director: Marilee Enus
- Program Coordinator: Lee Cooper
- Senior Training Instructor: George "Butch" Leel
- PT Technical Specialist: Scott Kinmond
- Student Employee – Office Assistant: Liberty Laarman
- SADES Manager: Chris Dowd
- Principal Investigator: Dr. Erin Bell, UNH CEE Faculty

## XVI.Advisory Board

Stakeholder Group	Name	Position/Agency
NHDOT	Glenn Davison	Supervisor of Systems Planning, Civil Engineer VI
FHWA	Michelle Marshall	Area and Safety Engineer- FHWA NH
NH Public Works Association	Martha Drukker	Associate Engineer- City of Concord
NH Public Works Association	Scott Kinmond	Public Works Director- Town of Alton
Research or UNH	Marilee Enus	UNH T2 Director