

Margaret Wood Hassan
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR
HIGHWAY SAFETY AGENCY
78 REGIONAL DRIVE, BUILDING 2
CONCORD, N.H. 03301-8530

TDD Access: Relay NH 1-800-735-2964
603-271-2131
FAX 603-271-3790

RECEIVED

SEP 25 2014

AUBURN POLICE

Peter M. Thomson
COORDINATOR

September 22, 2014

Chief Edward G. Picard
Auburn Police Department
P. O. Box 339
Auburn, NH 03032

Dear Chief Picard:

Please be advised that your application for federal funds for Highway Safety Project #315-15A-057 entitled "Auburn Operation Safe Commute Patrols" has been officially approved by this Office, and will be reimbursed to the extent described in the approved project application. **Please be advised that these overtime patrols must be conducted on October 10, November 26, and December 31, 2014, and January 16, February 13, March 17, April 3, May 22, June 12, July 3, August 10, and September 4, 2015.**

Reimbursement will be made after payment in full has been made and copies of invoices which have been paid are forwarded to this Office. Reimbursement procedures issued by the US Office of Management and Budget require that **billing for reimbursement for this contract must be received by the NH Highway Safety Agency within 20 days of the end of the contract period.** A copy of the "Procedure for Reimbursement of Federal Highway Safety Funds for Municipal Projects" is enclosed along with a questionnaire entitled "Project and Audit Information" which is to be completed and returned to this Agency.

Also find enclosed a quarterly report form for your use in reporting the progress made as the result of this contract. The information is required for our reports to the National Highway Traffic Safety Administration to demonstrate the overall effectiveness of the State's Highway Safety Program. Please return the report to us at the end of the month following each quarterly period.

We ask that you pay special attention to the audit report requirement appearing on the enclosed project addendum – HS-4(a).

Your cooperation will expedite the processing of reimbursements. If you have any questions concerning any aspects of this project, please let me know at once so that we may complete the project in an orderly fashion.

Sincerely,

Peter M. Thomson
Coordinator

/djf

Enclosures

cc: Russell Sullivan, Chairman, Board of Selectmen

CONTRACTUAL AGREEMENT FOR HIGHWAY SAFETY PROJECT GRANT

For HSA Use Only

State of New Hampshire
Highway Safety Agency
78 Regional Drive, Building #2
Concord, NH 03301-8530

Date Received	Project Number
September 22, 2014	#315-15A--057
Date Approved	PSP and Task #
September 22, 2014	15-03, 4

Part I

1. Project Title Auburn "Operation Safe Commute" Patrols	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant	
A. Name of Agency and Address Auburn Police Department P. O. Box 339 Auburn, NH 03032	B. Government Unit (Check One) <input type="checkbox"/> State <input checked="" type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):
4. Contract Duration Contract Period Start Date: October 1, 2014 Termination Date: September 30, 2015	5. Functional Area SC – Speed Control CFDA# 20.600 Program Title State & Community Highway Safety Funding Source National Highway Traffic Safety Administration

6. Description of Project (Describe in detail in Schedule A)

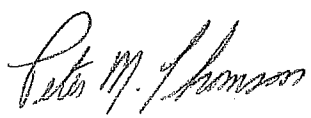
BUDGET AND PERSONNEL DATA		
a. Personnel Services Overtime "Operation Safe Commute" Patrols Salary: 3 hours/patrol x 1 officer x 2 patrols/day x 12 patrol days x \$54.00/hour Payroll-related Deductions: \$ 3,888.00 x 30 percent	\$3,888.00 1,166.40	\$5,054.40
*See Proposed Solution (page 2) for exact patrol dates & explanation of pay rates		
Total		\$5,054.40

Part II

7. Acceptance of Conditions. It is understood and agreed by the undersigned that a grant received as a result of this contract is subject to the regulations governing grants which have been furnished (or will be furnished upon request) to the applicant.

A. Project Director		
1) Name Edward G. Picard	2) Title Chief, Auburn Police Department	3) Address P. O. Box 339 Auburn, NH 03032
4) Signature 		5) Telephone Number 483-2134
B. Authorized Official		
1) Name Russell Sullivan	2) Title Chairman, Auburn Board of Selectmen	3) Address P. O. Box 309 Auburn, NH 03032
4) Signature 		5) Telephone Number 483-5052

Part III (For HSA Use Only)

1. Approval Date September 22, 2014	2. Signature & Title  Peter M. Thomson, Coordinator NH Highway Safety Agency
3. Federal Funds Obligated by this Agreement: \$ 5,054.40	

Part IV**SCHEDULE A****GENERAL PROJECT INFORMATION****Description of Project**

STATEMENT OF PROBLEM/NEED: Statistical analysis of motor vehicle crashes occurring on New Hampshire roadways reveals that 'driver inattention/distraction' was the primary contributing factor in approximately 10.46 percent of crashes resulting in incapacitating injuries and 20.98 percent of crashes resulting in non-incapacitating injuries during 2010 - 2013.

Contributing Factor to Motor Vehicle Crashes Resulting in Incapacitating & Non-Incapacitation Injuries								
	Incapacitating Injuries				Non-Incapacitating Injuries			
	2010	2011	2012	2013	2010	2011	2012	2013
Driver Inattention/Distracted	74	22	68	32	1179	453	572	471
% of Total Injury-Related Crashes	11.2%	6.8%	13.7%	8.1%	19.5%	19.7%	26.5%	21.1%
Total # Injury-Related Crashes	660	322	497	394	6057	2294	2156	2244

Furthermore, the NH Department of Motor Vehicles reports that 21.1 percent of non-fatal crashes are caused by some form of distracting driving.

Although crashes occur at all hours of the day and night, they are most prevalent during the morning and afternoon/evening commute hours when traffic is the heaviest as drivers travel to and from work locations. Instead of focusing their attention on the task of driving and operating their vehicles safely, drivers are frequently distracted by talking on the cell phone, texting, eating, reading, shaving, applying makeup . . . often in combination with speeding, following too close, and making improper lane changes. The combination of these tasks is a recipe for disaster that leads to crashes and the loss of life, injuries, and property damage. Distracted driving crashes occur on local and state roadways, as well as the interstate/turnpike highways. When a crash occurs, no matter how minor the crash or resulting injuries, it creates a great deal of congestion and can lead to road closures . . . all of which impact the impatience and attitude of other drivers.

An aggressive, statewide campaign (Operation Safe Commute) needs to be conducted during the morning and afternoon commute hours (6.00 – 9.00 AM and 4.00 – 7.00 PM) in order to reduce the number of crashes caused by distracted driving.

PROPOSED SOLUTION: "Operation Safe Commute" is an enforcement campaign designed to encourage all motor vehicle operators to focus their attention on the task of driving and operating their vehicles safely. The Auburn Police Department will hire, on an off-duty basis, two (2) officers per patrol date to work overtime distracted driving patrols in 3-hour shifts during the morning and/or afternoon commute hours (6.00 – 9.00 AM and 4.00 – 7.00 PM). "Operation Safe Commute" overtime patrols will be conducted on the following dates:

October 10, 2014 November 26, 2014 December 31, 2014 January 16, 2015 February 13, 2015 March 17, 2015
April 3, 2015 May 22, 2015 June 12, 2015 July 3, 2015 August 10, 2015 September 4, 2015

Adherence to all traffic laws, including the state's occupant protection law, will be monitored and enforced. **It is understood that these patrols will be conducted on an overtime basis and officers will be paid at their overtime (1.5) rate for work exceeding their normal 40 hours per week. Part-time officers will be paid at their normal hourly rate.**

ANTICIPATED RESULTS: "Operation Safe Commute" patrols will result in an increased number of motorist contacts leading to the issuance of citations and warnings that will contribute to increased public awareness that distracted driving will not be tolerated. In addition, the presence of law enforcement on the roads of the state will lead to a decrease in motor vehicle crashes during the morning and afternoon/evening commute hours which will make for a safer commute for all vehicle operators.

ADDITIONAL PROJECT CONDITIONS: It is agreed that all signed "Overtime Selective Traffic Enforcement Program Report" forms (HS-200) for each patrol, along with a summary "Overtime Reimbursement" form, will be submitted to the Coordinator of the NH Highway Safety Agency by the end of the month following each quarterly period (i.e. January 31st for the quarter ending December 31, April 30th for the quarter ending March 31st, etc.).

The recipient of these funds is encouraged to provide programs to encourage the use of safety belts by all drivers and passengers in motor vehicles (23 U.S.C. 1200.11 (a)(d)) and to adopt and enforce seat belt use policies for employees operating company-owned, rented, or personally-owned vehicles when performing official business.

See attached Addenda for additional project information that is hereby made a part of this contractual agreement.