



APPROVED
Regional Coordinating Council (RCC)
Meeting Minutes
10/23/17

Attendees:

Carol Brooks, SVTC-MIL
Camille Pattison, NTS
Dennie Townsend, SVTC-BRK
Rebecca Crowther, SVTC-HOL
Stephen Genest, SNHS

Carolyn Mitchell, SVTC-AMH
Janet Langdell, SVTC-MIL
Pat Murphy, Town of Merrimack
Jay Minkarah, NRPC
Matt Waitkins, NRPC
Karen Baker, NRPC

CALL TO ORDER AND INTRODUCTIONS

Waitkins opened the meeting at 11:10 am with a brief overview of the agenda and then asked for introductions and a brief word as to why they are at the table. Waitkins also had Jay Minkarah, new Executive Director with the NRPC introduce himself and say a few words to the group. Pattison stated that her goal is to get most people in the region to where they want to go and Townsend stated that she wants to help in meeting the needs of the region for transportation.

REVIEW OF MINUTES FROM JUNE 9, 2017

Waitkins referred to the minutes of June 9, 2017 included in the agenda packet and asked if there were any comments, corrections or changes. Langdell noted two errors on pages 3. 2nd full paragraph, 4th sentence from the bottom should readtake another year so *“all regions”* can continue.... and 3rd full paragraph, 3rd sentence from bottom should readproject that focuses on fixed route and *“inter-city”* bus. Waitkins pointed out under adjourn at the end of the minutes, it should be PM, not AM.

UPDATE ON STATE COORDINATING COUNCIL (SCC) ACTIVITIES

Waitkins reminded the group of the theory of change process being conducted by the Statewide Coordinating Council to implement the 2016 New Hampshire Statewide Coordination of Community Transportation Services Plan. Langdell elaborated, noting that Rebecca Harris from Transport NH presented at the Nashua RCC meeting in June that the SCC would be working on a theory of change to implement the Goals and Strategies that will address reduction in gaps in service and increase efficiency to serve more individuals and incorporate all the statewide plan recommendations into this framework. Langdell added that this was something the SCC worked on in August and September, with Harris facilitating, and that Harris was not at October SCC meeting to continue with the process. Waitkins said the SCC has temporarily put the theory of change process on hold so that NHDOT can do an internal analysis about how Mobility Management will be funded and implemented in the future. Waitkins noted that FTA 5310 Formula Funding is currently used to fund mobility management. Some regions also use Formula Funding to provide trips.

Waitkins showed the Chapter VIII Goals and Strategies of the Plan on screen and reviewed the Goals for SCC. The theory of change process will clarify these goals. So far, the SCC has clarified the vision and definition of successful coordination. Langdell felt this was helpful for this region

because the definition is more inclusive of who needs transportation than was originally envisioned in the 2006 statewide plan (not just special groups, elderly & disabled). She added that the need for transportation is not limited to elderly and disabled or urban areas. Waitkins continued reviewing the goals of the SCC with the group specifically Strategy 1.3 – Define the Role of the RCCs noting that he was still waiting for guidance from the SCC on this. Mitchell asked if there was someone on the RCC that attends the SCC meetings. Waitkins said no one from the group is on the SCC, but he attends and the Nashua RCC has a seat as an observer.

Brooks referred to the mileage issues or travelled miles, noting that she does not see anything in the Plan regarding this. Waitkins stated that this is a sticking point. Langdell asked Waitkins to be an advocate at meetings for revenue and non-revenue miles. There was comment that the SCC does not provide a quarterly newsletter to the RCC's and that it would be helpful if they shared more with the group. Waitkins commented that they do post the minutes online.

UPDATE ON REGIONAL COORDINATING COUNCIL (RCC) ACTIVITIES

Continuing with the discussion of the Statewide Coordinated Plan, Waitkins reviewed the proposed goals for the RCC that begin on page 93. Goal 1 for the RCC's reads; Implement the Vision and Guidance provided by the SCC.

There are several strategies for achieving Goal 1. The first strategy (*Strategy 1.1*) says the RCC's should "Continue to Encourage Coordinated Transportation at Regional and Local Levels". Langdell asked how much influence or coordination the RCC's should expect to have when they have nothing to do with determining funding. She added that Nashua gets the funding; and all of this is outside of what the RCC has access to. She asked how the SCC envisions this all working.

Pattison felt we are pretty well served except for Mason, Lyndeborough, Litchfield and Pelham. She added that goals are unique and different for each region. Murphy said she is still having trouble getting people south to doctor appointments and it goes back to funding and that they are always up against this issue that it is thought of regionally. She added that trips from Merrimack to Manchester are difficult. Langdell noted that Litchfield is talking with CART for cross-region transportation and coordination. Langdell stated that the group is relying on Waitkins as the liaison for the RCC to the SCC. She added that it will be nice to know other region hot topics; it's been a while since we have been able to meet with the other RCCs. Waitkins stated that he also has been attending the Monadnock and Manchester RCC meetings and he can report on what other regions are doing and add this to the agenda for future RCC meetings. Langdell felt it would also be good if Waitkins could get info from the SCC on what projects are being funded and share it with the RCC group. Genest noted that it says in the Plan that the SCC should be communicating this and that maybe it is being reported by the RCC's but maybe not being shared by the SCC.

Waitkins felt that NHDOT is very hot on mobility management and the statewide plan focuses on that. He added that NHDOT is going to do an internal analysis on mobility management and how it is funded. NHDOT will then make recommendations in December for how mobility management should work in the future. A member commented that if DOT changes the POS funding and the formula funding, Transportation providers using formula funds for service may be in trouble. Langdell wondered what the expectations are of DOT regarding community

coordinated transportation. She added that some agencies are and have been working together since before the SCC. Waitkins read the *Recommendation for a Regional Mobility Manager Requirement* and the reason for their being regional mobility managers.

Langdell noted that there was no data on expanded Medicaid rides and that NTS and SVTC rides are not Medicaid provided. She added that DHHS should be at the table; they were but are not now. Murphy said there is still supposed to be Medicaid rides through some insurance companies. She added, they need to be deemed medically frail and people don't realize this. Murphy also stated that there is confusion on expanded Medicaid, even with providers on this. Mitchell asked who is deemed to provide Medicaid transportation. Murphy suggested checking with NH Healthy Families.

UPDATE ON NASHUA TRANSIT SYSTEM (NTS) ACTIVITIES

Pattison passed around a handout with information on a pilot program that the Nashua Transit System started on September 5th for limited service from the Westside Plaza in Nashua to Walmart in Amherst with stops at the Lowes Plaza and the Petco Plaza. Pattison elaborated on departure times/locations and end destinations/locations with this new service. Langdell asked if there were any reverse trips to Walmart from Milford. Pattison did not know this yet but said they could conduct a survey.

Pattison also informed the group that NTS submitted a CMAQ application to expand this service. This funding would allow for 3 years of funding for 3 days a week (Tuesday, Friday and Saturday). She added that in surveys conducted by NTS, trips to Walmart were the number one request and the industry standard states that your ridership will increase if you provide service to a Walmart. She added that there are only 3 transit projects statewide that were submitted and State staff will be ranking the projects and then it will go to Governor and Council. She added that they should know by December 4th if there CMAQ application gets accepted.

Pattison reminded the group that at the June RCC meeting the RCC and SVTC were asked to provide a letter of support to the NTS in their application for a FTA 5310 capital funding grant to cover the cost of one replacement van that would be used primarily in rural areas. She noted that since most of the SVTC service area is designated as rural, a case could be made to use FTA funding that is designated for rural areas to purchase the van. Pattison said she received a voicemail confirming that their application was accepted and they would be receiving \$110,500 for the purchase of a new van with NTS matching the remaining cost. She added that NTS was placing an order for 6 new vans to replace their aging fleet which should arrive in April and she will place the order for the 7th van when the funding becomes available.

Langdell asked if SVTC could sell advertising for the vans with the funding. Pattison said that was not allowable per the grant but they should be able to put on destination signs. Pattison also informed the group that the 8 big busses the City ordered have arrived and there will be a ribbon cutting ceremony on November 20th at 3:00pm. She added that they will be selling off their old busses and the big ones which are 15 years old will start at \$10,000.

Lastly, Pattison stated that the 4 runs that NTS did over the summer to Hampton Beach were a success and they would do this again next summer. She noted that they used only 2 busses and

they sold about 55 tickets for each trip. They also learned that most people wanted to stay for the entire day so they would likely eliminate a 2:30 return the next time.

NHDOT's Policy on FTA 5310-funded vehicles

Waitkins referred to Shelley Winters (NHDOT) memo (included in the agenda packet) regarding the NHDOT's policy on the minimum seating capacity of FTA-5310-funded vehicles. The current policy sets a minimum seating capacity for eight (8) passengers, normally with a minimum requirement of two (2) wheelchair positions. Winters memo states that NHDOT is seeking feedback from RCC's on reducing that limit and would like feedback by February. Langdell stated that this would be very economical to rural regions and felt they should lower the limit. Murphy agreed that there should be some flexibility. Langdell suggested Waitkins craft a summary in a formal letter stating the affordability of reducing the limit, the capability to better serve more rural areas, and accessibility with smaller vehicles. Pattison commented that you also do not need a CDL with vehicles that carry less than 14 passengers. Langdell stated that there was discussion in the past about purchasing smaller vehicles for NTS. Another member stated that it would be good for trips from Mason and Lyndeborough connections. Langdell noted that it is 85/15 for ADA accessible vehicles for funding and alternatives such as smaller vehicles would better serve the region. Pattison informed the group that an example of a smaller vehicle is an MV-1 that was recently purchased by Manchester Transit Authority.

OTHER BUSINESS

Langdell had a question on reporting and it being based on seniors and disabled. She added that she would like to know from DOT if it is the same for all the regions for comparison reasons and are we all reporting the same way and the same thing. Waitkins said he would check with DOT on this.

NHDOT STATEWIDE STRATEGIC TRANSIT ASSESSMENT (SSTA)

Waitkins informed the group that the SSTA project being conducted by the Steadman Hill Consulting Team on the inventorying and assessing on the needs of New Hampshire's public transit systems and the intercity bus transportation is still on-going and the timeline has been extended into next year. He added Steadman Hill has finished interviewing all RPC's and there is a 1 page memo that can be shared if anyone is interested. Waitkins said Steadman Hill will have a summary of all the meetings that they will share in the December/January timeframe. Mitchell heard that the Kohl's Plaza off Exit 6 was a park n ride and wanted to know if this was legit. Waitkins suggested it is an unofficial al park and ride.

ADJOURN

Langdell said the group may or may not need to have a meeting depending on the NHDOT outcome for 5310 formula funding and also the policy on minimum seat requirements. Waitkins suggested the last week of January for a meeting on the 29th at 10:00am.

Murphy motioned to adjourn with a second from Townsend. The meeting ended at 1:37pm.