



DRAFT
Regional Coordinating Council (RCC)
Meeting Minutes
2/15/19

Attendees:

Camille Pattison, NTS
John Savage, NTS
Janet Langdell, SVTC-MIL
Carolyn Mitchell, SVTC-AMH
Susan Pendleton, SVTC
Dennie Townsend, SVTC

Carol Brooks, SVTC
Stephen Genest, SNHS
Matt Waitkins, NRPC
Cassie Mullen, NRPC
Mason Twombly, NRPC
John Goeman, NRPC

CALL TO ORDER AND INTRODUCTIONS

Waitkins opened the meeting at 1:05 asking for a round of introductions.

REVIEW OF MINUTES FROM OCTOBER 30, 2018

Waitkins referred to the minutes of October 30, 2018 included in the agenda packet and asked if there were any comments, corrections or changes. Langdell commented that the paragraph on the first page with question marks in it could be removed because the statement had been rewritten below. Savage noted that in attendees it should read Sara O'Neil, NTS, and that a couple acronyms in the attendees were in the wrong order.

Savage motioned to approve the minutes as amended with a second from Brooks. All were in favor.

FTA 5310 APPLICATION

Waitkins spoke about the FTA 5310 grant application that is being worked on and invited Langdell to speak more about the topic. Langdell gave a brief description of SVTC and how the 5310 funding is used. She and Waitkins had been working on this year's application which has been altered significantly since last year. The application is more in depth and purchase of service and mobility management has been combined. There was discussion regarding the changes in the application and how those changes would have an effect. Waitkins explained that oversight from DOT will be more robust compared to previous years. This has been a sticking point at the SCC meeting, where some have expressed reluctance about complying with additional oversight. There was further discussion amongst the group about what exactly the increased oversight means and how it will require. Waitkins explained that DOT has not completely fleshed out what the oversight will require but that it should not cause any burden. He added that today they would like a motion for Nashua RCC to support the application for FTA 5310 funds.

Pattison motioned that Nashua RCC support NRPC's intention to apply for SFY2020 FTA Section 5310 (combined) RCC program funding to provide continued Purchase of Service and Mobility Management services. Seconded by Brooks.

NTS SANDBOX GRANT LETTER OF SUPPORT

Pattison explained that NTS has been working with Routematch on a Sandbox Grant Application. The rumor is the grant will be announced in March. The premise of the application is to test the concept of eliminating a low traffic bus line and replacing the service in that area with on demand vehicles that would transport people to the nearest fixed route stop. The hope would be to increase traffic on the other lines and maintain transit access via the demand response application. If the project goes well it could be implemented on other lines, if not the old fixed route can be reinstated. Pattison expressed that NTS would like the Nashua RCC to write a letter of support for this proposal. There was discussion about this and decided a letter of support will be drafted based on materials and outlines from Pattison.

SCC Update:

Waitkins provided a brief update on the SCC activities. Reiterating that one of the main points at the meeting was a discussion about the increased oversight coming from DOT. There was some push back from members in region 1. Twombly explained the other major topic was a presentation by Sylvia von Aulock about a major project happening at Southern NH Planning Commission about communities in New Hampshire becoming Age-Friendly. The SCC has several planned events coming the next is: Lead Agency Risk Management: Lead agencies distribute Federal funds to subrecipients, and it is not clear the level to which lead agencies are responsible for tracking those funds. This would be a cooperative effort to identify/develop best practices for lead agency oversight of subrecipients. On March 7th at Horseshoe Pond in Concord.

Upcoming:

Celebrating Success: This would be a gathering where one or more success stories could be told.

Vehicle Fleet Experiences: This would be a peer-to-peer gathering where transit providers would talk about the types of vehicles they use and how they use those vehicles.

Transit Feasibility Study:

Waitkins explained that the next portion of the Transit Feasibility Study would be through public outreach meetings. A series of workshops to be held in late spring and early summer. Events will be held at several venues such as Nashua Community College, Merrimack Library, and Hudson Library. Waitkins welcomed any input on those workshops. Langdell expressed that she hoped there would be significant advertisement and outreach to get people to these workshops. She also suggested doing outreach at some community upcoming community events.

FUTURE PROJECTS/AGENDA ITEMS

REVIEW RCC BYLAWS IN 2019

Waitkins notes that bylaws have not been updated since 2007 and should be reviewed during 2019. Langdell suggests that NRPC staff provide the group (via email) electronic copies of bylaws in advance of next meeting. Waitkins mentioned that he would send the bylaws out again.

LOCALLY COORDINATED TRANSPORTATION PLAN (LCTP) UPDATE

Waitkins notes that Locally Coordinated Transportation Plan (LCTP) should be updated every 4 years and should be completed in 2020. The update could be worked on concurrently with the

regional transit expansion feasibility study during 2019. NRPC will discuss these issues and decide.

NEXT MEETING

Thursday, May 23rd @ 1:00pm

OTHER BUSINESS

None

ADJOURN

Savage motioned to adjourn with a second from Brooks. The meeting ended at 2:27PM