



APPROVED
Regional Coordinating Council (RCC)
Meeting Minutes
01/29/18

Attendees:

Camille Pattison, NTS
Stephen Genest, SNHS
Janet Langdell, SVTC-MIL
Carolyn Mitchell, SVTC-AMH

Carol Brooks, STVC
Matt Waitkins, NRPC
Gregg Lantos, NRPC
Karen Baker, NRPC

CALL TO ORDER AND INTRODUCTIONS

Waitkins opened the meeting at 10:04 am with a brief overview of the agenda and then asked for introductions. Waitkins stated that he has attended the SNHPC RCC meeting which had low attendance.

REVIEW OF MINUTES FROM OCTOBER 23, 2017

Waitkins referred to the minutes of October 23, 2017 included in the agenda packet and asked if there were any comments, corrections or changes. There were minor grammatical errors pointed out on page 2. Brooks motioned to approve the minutes as amended with a second from Pattison. All were in favor.

SOUHEGAN VALLEY TRANSPORTATION COLLABORATIVE (SVTC) ACTIVITIES UPDATE

Langdell stated that there has been a lot more balancing between ridership among the 6 towns and noting that it was due to the loss of 2 dialysis patients and 1 frequent user from Hollis. She added that most rides are to and from Nashua for medical, so they are hitting their target population. She added that there has been a 10% decrease in the percentage of rides by non-senior ambulatory passengers during the past 6 months. Langdell confirmed to Genest that their fiscal year 2018 runs from July 1 to June 30 that compared to FY16 and FY17, there has been an overall decrease. She also noted that they had 2902 total rides and they were doing 3200 and that the drop in ridership has prompted them to make changes in service.

Langdell stated that SVTC along with their partners at NTS will be rolling out some new features for the bus service. She noted that they will continue with ride priorities such as those requested by seniors and residents with disabilities, healthcare rides, rides to social service agencies, and rides to designated shopping locations. New features the day after Thanksgiving of 2018 will include new service on rides for shopping 5 days (Mon-Fri), up from 3 days/wk., rides to new shopping locations in Hollis and Westside Plaza in Nashua, and Summer (Jun – Aug) rides to Keyes Memorial Park.

Pattison commented that the NTS wants to make sure that SVTC is getting their money's worth. Langdell said SVTC would be monitoring this every quarter. Langdell also noted that they will be updating their no-show and cancellation policy; passengers will need to call to cancel a scheduled ride at least 2 hours prior to a scheduled pick-up time. Repeat offenders will be subject to suspension of their eligibility to use the Souhegan Valley Rides service.

Langdell referred to the annual 5310 application and SVTC's proposal to continue its Mobility and Planning program. Waitkins asked if this was for the Formula Funding. Langdell said yes. Waitkins asked how many individual riders they had. Langdell stated that the average is 40 but it could be different every month. Langdell noted the outreach and coordination efforts that SVTC would continue doing to enhance transportation options for underserved populations. Mitchell referred to the walking program the NH Dome that is open to 6 or so towns and the 790+ walkers they have had since January. Langdell said they are drawing on the healthy senior population and was not sure of the outreach done for the program. She added that the Well Point Foundation partners with Hampshire Hills. Genest commented that the seniors participating in the walking program probably drive themselves and possibly the same group that is using the Milford and Amherst tracks in the summer.

UPDATE ON NASHUA TRANSIT SYSTEM (NTS) ACTIVITIES

Pattison informed the group of the 5310 funding success for a new Van that NTS recently been awarded. She also referred success of the CMAQ project which extended service to 2 mornings a week for 3 hours and now the most recent award to expand service to Tuesday, Friday and Saturday with service every ½ hour on Saturday for the Amherst route that goes to Walmart. Pattison added that this new service will probably not be rolled out until the fall. Pattison informed the group that the last of NTS's new fleet of CNG busses will be going out on the road next week. Lastly, she noted NTS is still waiting to hear on the most recent 5339 funding that they has applied for to replace the NTS Service Center and the 6 new Vans that they have coming in May and the 7th once they secure the funding from DOT. Pattison stated that NTS would be doing the Hampton Beach trips this summer again. She also talked about the strange request that she received from a husband and wife who are in film and wanted to charter one of the NTS busses to film a movie about a couple that fall in love on a bus. Pattison said she checked with FTA and discovered they can charge the driver and the time to FTA. Lantos asked if NTS had any other excursions planned. Pattison said they may look into partnering with Canobie Lake for discounted rates since Hampton was such a success. Genest asked if the driver stays at Hampton for the beach rides. Pattison said no, the 8am driver came back to the transit center. She further explained how they arranged the trips. She added that the new CNG busses will go a lot further. Lantos asked if there was any data on bus riders to Hampton and how many cars were taken off the road. Pattison said no, and also noted what types of rides they can use the busses for and open to the public vs. not. She stated that they cannot use the busses for charter rides from a private entity. Pattison also noted that the Hampton runs were requested and offered as a new service to the public and they had the vehicles to do it. Langdell asked for clarification on the extended service that will go to Walmart. Genest asked they would hit all the bus stops. Pattison clarified for Langdell that the service would be a 30ft bus and a normal fixed route, so no need to call ahead and that folks could get on bus from the Walmart and go to Nashua. In response to Brooks, she stated that there is a 2 bag limit on the bus for purchase from Walmart. Per a question from Genest, Pattison stated that they would hit all the stops, just not all the way into the plazas. She added that they are still working out the details. Pattison also noted that NTS was working on their Transit Asset Management.

STATEWIDE COORDINATING COUNCIL (SCC) ACTIVITIES UPDATE

Waitkins stated that the SCC did not meet in January due to the snowstorms. He reviewed with the group the definition of community transportation as established by the SCC as part of the process to update former Nelson Nyygard plan. He reviewed the past activities of the SCC. He noted that part of the blowback was related to the use of Formula Funds being used for service and the associated staff person being paid for with those funds. Waitkins said we the group needs to think how we want to proceed going forward. Langdell suggested that each region should discuss what would be best for mobility management. Pattison said it makes more sense maybe for rural regions. Langdell stated that they had to fight to get Formula Funding to the region 2 years ago. There was discussion on whether the group should submit a letter regarding their support of how they handle the funding and also note the towns that are unserved. There was discussion bridging the gaps with CVTC to provided rides to the underserved towns and maybe sharing those services in the unserved areas. Langdell felt that was a discussion for the next meeting. Langdell also noted that DOT can't pay for fund raising. Mitchell asked if Servicelink was on the SCC website and who do people call. Langdell stated that all the RCC's are listed on the SCC website. Genest referred to 211 as another resource.

STATE FISCAL YEAR 2019 – 5310 FORMULA FUNDING DISCUSSION

Waitkins reviewed the information included in the agenda packet and the process to the group on Formula Funding. He noted that part of the process to apply for this funding is there needs to be support from the RCC that NRPC continues as the lead agency on behalf of the Region 7 (Nashua) Coordinating Council. He asked the group for a motion.

Genest motioned with a second from Brooks that the Region 7 Regional Coordinating Council resolves that the Nashua Regional Planning Commission will continue as the lead agency on behalf of the Region 7 (Nashua) Regional Coordinating Council. All were in favor.

Langdell summarized what the 5310 Formula Funding would be used for that the SVTC would be applying for. She referred to the \$20,000 cap and explained that they were upping there hourly rate and lowering the hours. She added that SVTC has matching funds for this and it assumes that NRPC does not bill for 5% that they can but never have. Waitkins noted that he was also looking for a motion from the group to support NRPC's intention to apply.

Pattison motioned with a second from Genest that the RCC support NRPC's intention to apply for SFY19 Federal Transit Administration 5310 Formula Funding to provide continued Mobility Management services. All were in favor.

Langdell provided additional clarification to Mitchell related to the Cap and the percentages. She stated that they were checked to make sure they were correct with all the regions. Pattison explained how the funding works and there are 3 different pots of money for NTS, CART and LRTA. Langdell said the numbers were much different in December. Waitkins noted that he would be working with Langdell to get the application done and submitted before the end of February.

Waitkins reviewed the February SCC meeting agenda and the data collection process they will be conducting on how different agencies collect different data. He passed around a copy of the

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spreadsheet. Langdell felt there would need to be some assumptions. Pattison agreed, noting that NTS's use of 5310 funding for a vehicle purchase. Langdell said more info would be needed from NTS on some of this and a might need to re-categorize to be consistent. Waitkins referred to the trip definitions on the back side of the handout. He added the SCC just started talking about this and Waitkins asked if there is any feedback the group would like him to bring back to the SCC in relation to this. Langdell asked for clarification on the codes and where they should be entered. Pattison asked when they plan on making this a requirement. Langdell also questioned revenue and non-revenue miles and that when she reports to DOT, she is only reporting the number of 5310 eligible trips and asked if they are under-reporting now. She also questioned if the SCC wanted to see all rides and that they are not impeding on seniors and disabled. Waitkins said all volunteer and demand response rides. Langdell asked if total served includes unique individuals. Waitkins said that was his understanding. Langdell asked to have the electronic version sent to her. Waitkins finished reviewing the SCC agenda with the group. He added that he felt the RCC should pick a direction to go in and felt that DOT would tie Formula Funds to Purchase of Service in the future. A member of the group asked if there was any feedback on the minimum size vehicle. Waitkins said no but it was going to be discussed at the 2/1/18 SCC meeting. There was discussion between Waitkins and Langdell on the slow payments coming from DOT. Langdell stated it was the last cycle payment that was months behind and due to changes in personnel but has hopefully been resolved now.

Waitkins said he would like to get a speaker from another region to come to the RCC's next meeting to talk about mobility management. Langdell felt it would be good to compare and contrast what we are doing here vs. other regions. She also felt that they needed a game plan as to what the Nashua Region is going to do moving forward to get more people to the table. Pattison suggested making personal calls to the towns. Langdell said she would like to get FISH to the table (they provide rides to Lyndeborough).

There was also discussion on whether healthcare is shifting numbers; is Medicaid providing transportation and causing the volume change and the need to get this type of information. Langdell suggested Murphy in Merrimack would have an idea about how to get that information. She added that we need to find out if we are all doing the same in meeting the needs to seniors and disabled, is that the reason for the shift in numbers.

Langdell said she would reach out to FISH. Waitkins asked when the group should meet next. After further discussion and schedule checks, the group agreed on Thursday, April 19th at 10:00AM.

ADJOURN

Genest motioned to adjourn with a second from Pattison. The meeting ended at 11:37am.