



**Greater Nashua Regional Coordination Council (RC77)**

**APPROVED Meeting Minutes Thursday,**

**April 25, 2024, 10:00 a.m.**

**Attendees:**

In Person:

Carol Brooks, SVTC  
Sara Cesar, Greater Nashua United Way  
John Eriquezzo, Meals on Wheels  
Janet Langdell, SVTC Mobility & Planning Manager  
Kerry Miller, Nashua Transit System  
Rocky Morelli, Opportunity Networks  
Angelique Pandolph, Easter Seals  
Sandra Pratt, Gateways Services

Remote:

Teri Palmer, Mobility Manager, State of NH, RLS Associates  
Richard Putnam, Town of Wilton Economic Development Team  
James Wilkie, Caregivers

NRPC Staff:

Donna Marceau, Mobility Manager  
Kathy Kirby, Administrative/Communications Assistant  
Matt Waitkins, MPO Coordinator

**1. Call to Order**

Langdell opened the meeting at 10:09 a.m. and introduced herself and her organization.

**2. Introductions and Community Updates**

Introductions occurred with in-person and remote participants.

**3. Review/Approve/Edit the March 28, 2024, meeting minutes.**

Marceau asked for any corrections/edits to the minutes. Langdell and Miller provided corrections to the minutes.

***Pratt motioned; with a second from Brooks, to accept the March 2024 minutes with edits. Eriquezzo abstained. Motion passed by consensus.***

#### 4. RCC7 By-Laws (Action Item)

The original 13 MOU (memorandum of understanding) holders were sent revised MOUs with cover letters. They are in the process of responding. Granite State Organizing Project, The Town of Merrimack, Granite State Independent Living, and Bridges all stated they are interested in renewing their participation, but some had conflicts with meetings today. Langdell thanked Eriquezzo for coming despite a meeting conflict. A completed MOU application packet from Morelli for Opportunity Networks which will be on next month's agenda to be voted for acceptance by the RCC.

Marceau is in the process of reaching out to all the other original 13 participating organizations.

Easter Seals also renewed their MOU and thanked Angelique Pandolph for attending. Fred Roberge used to come to the meetings but has officially retired.

Richard Putnam, Town of Wilton Economic Development Team, introduced himself.

Langdell asked if everyone was comfortable voting on the revised bylaws today since there was a quorum. Waitkins stated we have reviewed the bylaws many times, there was a consensus agreement to support them, and it makes sense to vote to approve them today. As a prelude to the vote, Langdell gave reasons for the update to the bylaws which have not been updated since 2016. Also, the RCC are RSA-established (RSA 91A) and therefore obligated to follow the rules of the state regarding transparency, and public access, and have a quorum in the room to vote.

***Eriquezzo motioned, with a second by Angelique to accept the revised bylaws. Motion passed by consensus.***

No voting members were present via Zoom.

#### 5. Opportunity Networks' Proposal for the Use of FTA 5310 Capital Funds (Action Item)

Langdell asked if the attendees would like to officially ratify the proposal from Opportunity Networks for an application that they had submitted to the NH DOT for 5310 capital funds, and the consensus at that time was that we were supportive of their application. The application has been submitted and it's in process with the NHDOT.

***Eriquezzo motioned, with a second by Carol Brooks to officially ratify support for the proposal from Opportunity Networks for their application submitted to the NH DOT for 5310 capital funds. Motion passed by consensus.***

No voting members were present via Zoom.

## 6. Regional transportation provider updates *NTS, SVTC, Caregivers NH, Gate City Bike Coop*

Miller/NTS:

- travel training session with the Hunt Community residents. 17 people (more than expected). It worked out so that the route we were taking was quiet and it was wonderful. The residents love the accessibility of the city bus and the ability to get around.
- attended a library event organized by the United Way – a wonderful event. Provided area community transportation options to those who attended.
- we will be attending more community events now that the warmer weather is here.
- Ridership has increased. Residents aged 60+ can ride the bus for free if they go to the Transit Center and show the person working there that they are 60+ years of age and a resident of Nashua. (you probably have to be a Nashua resident as this is grant-funded – Kerry will find out). You need to go to the NTS office annually (every June) and get a rider card. If you are a student of Rivier College or Nashua Community College, you can ride for 75 cents with a student ID, purchase a book of 8 tickets for \$10, or there is a \$30 monthly pass option. Nashua High School students receive a discount too. Discussion ensued about discounts potentially being reciprocal between bus services. The senior ID program is funded by the Bureau of Elderly Services. She believes (at this time) you need to be a Nashua resident to qualify for the free NTS senior ID card. But she stated that she would check into that. Miller stated you do have to show a form of official/recognized identification that shows Nashua residency to qualify for the programs under the Bureau of Elderly Services.
- Eriquizzo asked and Miller gave an overview of the shared ride service between communities which has a role in providing transit for disabled individuals. Langdell stated that fundraising is a good way to help non-Nashua resident special services program participants have funds to ride the bus. If any Nashua resident program participants are 60+, they can go to the NTS office, show a resident ID, and will be given an annual rider pass. Personal care attendants can ride along, but they will pay the fare if they are not 60+. For the ADA complementary paratransit service (unable to use the city bus), personal care attendants (even if they are non-Nashua residents) are eligible for a pass for riding along.
- Morelli hoped that the State of NH would fund non-Nashua special-services program residents, who are residents of NH, and that they would be eligible for an annual pass. Pandolf mentioned that if that does not happen, it is helpful for us to talk at these meetings about other options that will fill the gaps in community transportation.

- Palmer spoke about how important it is for community transit leaders to come to the state meetings. Those who come to state meetings find it easier to have their voice heard. To go fare-free for smaller agencies, it is a little easier, such as the Concord Tri-County Transit. Some have private donors that enable them to stay fare-free.

#### Wilkie/Caregivers:

- we are in the middle of a big campaign for volunteer recruitment to keep up with the rides we already have booked. Volunteer participation has gone down since the end of COVID. Langdell asked James about what the increases look like from July of last year to now in the number of volunteers. Wilkie can provide those numbers to Langdell. He is at 90% of his ride requests by volunteers. Langdell stated we will keep trying to advocate on their behalf.

#### Carol/SVTC:

- they are looking forward to Older Americans Month – the Rotary Club barbeque is coming up next week.
- has been involved in increasing community outreach for collecting more applications and educating the “sandwich generation,” children of seniors who are looking for assistance on behalf of their parents. We would like to get people signed up for transportation before there is a crisis.
- SVTC is looking for a couple of board members.
- ridership has been increasing slowly and we continue to work towards increasing ridership.

#### Langdell & Marceau/Gate City Bike Co-op:

- shout-out to Gate City Bike Co-op for their well-done segment that was broadcast on WMUR’s Chronicle. GC Bike Co-op serves as the model for bike co-ops in the State of NH.
- Marceau announced the Bike Co-op Bike Sale that is happening at 9 a.m. on Saturday, April 27. If you have people who need a bike, Marceau can get them a free bike voucher. Langdell stated that through discussions they have been able to get Share Outreach in Milford as an authorized agency that can distribute vouchers. Marceau stated if you know of an organization that wants to distribute the bike vouchers, please let her know.

#### Palmer/State Coordinating Council:

- this month she will be sharing the volunteer driver spreadsheet that has the volunteer driver programs that we know of (exclusive of Ellen’s information).
- The rural mobility managers received funding which will come to an end on May 31. We are looking for funding for the full-time mobility manager network. \$120,000 is the goal for each mobility manager which will free up the 5310 funding for additional contracted services.

- The annual meeting is June 7 at the Grappone Center in Concord.
- May 1 – our new website should be live.
- We anticipate funding for the NH State Needs Assessment coming from ARPA funding. This is great news.

## 7. Regional Mobility Manager Update (Donna Marceau)

- The June 7 conference – each mobility manager is required to have a poster that reflects what the mobility manager has done within their own region.
- We have been requested to promote CommuteSmart. Earn points that can be redeemed for prizes and discounts by walking, biking, ridesharing, and working remotely. Marceau shared information about the program with the members present.
- A transportation link for medical treatment in Boston may be available at some point in the future on CommuteSmart. Still working on getting funding for Boston medical care for area residents
- We have had 18 outreach events.
- Outreach for transit at Hollis Library event, Elder Rap meeting, Milford GOP, Nashua Chamber of Commerce mini-expo event, the Community Baby Shower, and some multi-cultural events.
- Have had 20 requests for help, mostly medical or work transportation.

## 8. Locally Coordinated Transportation Plan Update (LCTP)

Waitkins gave a progress report of the plan that is being updated.

- The program is federally funded and requires periodic updates (every 5 years).
- This update coincides with the update to the NTS strategic plan.
- Data on the maps being shared at this meeting was sourced from 2020 US Census data and the 2018-2022 American Community Survey 5-year estimate.
- The various maps being shown today were developed by Ryan Friedman, NRPC, for NTS.
- The first map shown: the word “Public” in the title of the map will be changed to **Community**.
- Community transportation projects that use FTA Section 5310 funding have to be listed in the approved locally coordinated transportation plan to get approved for funding.
- Regarding paratransit, where you get picked up and dropped off has to be within  $\frac{3}{4}$  mile of a fixed route for eligibility for ADA transit service. Hours of route service apply.
- The towns are color-coded according to a legend that identifies what types of ride services are available.
- Two maps shared - “Demand Response Riders” origins and destinations.

- “Employment Sites” maps identify places people work with at least 10 people. One of the maps showed the # of employees at specific locations that earn \$1,250/month or less.
- “Age 65 and Over” map. The data source is from the census tracts.
- “Disability” – the darker shades indicate a higher population of disabled individuals.
- “NTS Ridership” – this map used NTS ridership data to plot frequent destinations. Larger spots indicate higher ridership rates.
- Langdell asked that the maps presented today be shared with the members. Also, she requested that people take the General Transportation Survey, which is available on the NRPC Facebook page and to point people there. Hard copies of the survey are available. The Town Clerk's office and NTS would be a good place to have hardcopy surveys available. Waitkins stated there is a specific survey for welfare officers and healthcare providers, and human resource agencies are available. Langdell asked that we try to target the schools to connect with students.

#### **9. Other Transportation Issues or Concerns/Updates**

- Meals on Wheels (Eriquezzo) – we put forth a proposal last contract cycle to expand transportation throughout the county. We would purchase buses, but it was denied. We have been given extra contract units to give people rides in the vehicle we have in Manchester.
- Easter Seals (Pandolph) – started to see a lot of growth with a move into a new facility in February. Provided over 350 trips in the month alone.
- Town of Merrimack (Langdell) – voters have not funded programs. Their lack of transportation funding will be a topic of discussion at the May meeting.

***Motion to adjourn by John, second by Angelique at 11:59 a.m.***

***The next meeting will be Thursday, May 23, 2024***