

RCC 4 Meeting Minutes

February 18th, 2025

1:00 PM to 2:00 PM

SCS 96 Main St. Claremont NH

In person: Toby Delvecchio (UVLSRPC), Tim Josephson* (UVLSRPC), Candy Reed (Region 4 Mobility Manager), Taralyn Bielaski* (Greater Sullivan County Public Health Advisory Council), Elyse Crossman* (Greater Claremont Chamber of Commerce), Keith L* (SCS), Jim Contoise* (Citizen), John Haffner (Vital Communities)

Online: Teri Palmer (State Mobility Manager), James Berquist (SCS), Beth Daniels (SCS), Jennifer Blodgett (New Hampshire Care Collaborative)

*Voting member

1:06 PM Start Time

The quorum is in session.

Welcome and Introductions

Minutes from previous meeting

- Fixing previous errors in RCC meeting notes
- Candy begins and approves meeting of November 22nd
 - Tim motions to approve the minutes, and Elyse seconds the motion. Motion approved 6-0

5310 Updates from SCS

Beth explained that the 5310 funding received is managed, coordinated, and overseen by the regional coordinating council and that each region of the state is different from how they disperse the funds.

- Beth explains that the lead agencies change from community to community and there are transportation providers that are subcontracted with the lead agency.
- Beth goes on to say that 5310 funding is for volunteer drivers in areas that are less accessible by use of public transportation. It is important to find the gaps that we missed, pairing with CDC and finding proper funding in addition to supplemental and better volunteer driver opportunities.

- Volunteer driver program is a designated program for Sullivan county residents (older adults/vulnerable populations), helpful for people that don't live near a bus route or are outside of walking distance to a bus stop.
- Every 2 Years, NHDOT puts out solicitation for 5310 funding, but it is supposed to go to RCC community members to find out how they want the funds to be used/obligated. The funds are there for the RCC to determine what they want to see being done with the funds.
- Beth has completed some of the applications and is working on the budget, due date is roughly 2 weeks. She is willing to share what they have done so far.
 - ***Application in 3 sections:*** Volunteer driver coordinator, Regional Mobility Managers (Candys Position), For volunteer drivers themselves (mileage payments)
 - Her request is to change the meeting date to early March instead of mid-to-late March so she can show the complete application for the budget/program before submitting it to NHDOT.
 - **The due date is Thursday March 6**
 - The group decided to set a date for another meeting to review the final application from SCS. The group decided to have an **RCC meeting planned for 12:30 February 26th**
- Beth Daniels shows a preview of her work to everybody
 - Explains that UVLSRPC used to be the lead agency and then some years ago UVLSRPC gave it to SCS
- Tim explained that Region 4 was due for a renewed Coordinated Plan and that we were waiting for 5305 funding to be released for this FY. However, the state of NH has told us that they will be drafting the Coordinated Plan for the entire state and this plan will satisfy our requirements to have a coordinated plan. The state of NH is applying for the 5305 funding to create a Statewide Coordinated Plan.
- Beth explains how we will know if the project is successful and shows the metrics/data that we can assess.
 - Example: (# of rides requested, to # of rides provided)
- Improving efforts with the Regional Mobility Manager (Describing what those duties are the need for having a regional mobility manager that can address the gaps in service)
- Overall: Deep dive into the projects of what we think will work best, what funding to use and how to go about it most efficiently.

- Teri Palmer said there hasn't been anyone in the region that has needed an additional 5310 funding that we have heard, Tim agreed that locally we have not heard of any other groups interested in this funding.
 - The match for the project will come from toll credits that Shelly would get funded through DOT, based off of what we vote on for funding for mobility management position.
- Tim asks Beth what the overall dollar amount will be for the application
 - SFY 2026 = \$208,400
 - SFY 2027 = \$208,400

Beth requests a motion to approve SW to be the lead on this project.

Tim makes a motion to approve SCS's application in the amount of \$208,400 for two years, for 5310 funding for the three projects of "Volunteer driver coordinator, Regional Mobility Managers (Candys Position), For volunteer drivers themselves (mileage payments)." Taralyn seconded.

Votes: 5 Yes, 0 No, 1 Abstention (Keith)

The next RCC meeting is planned for 12:30 February 26 (On Zoom, there is no voting as this will be informational only for the final application details from Beth)

Candy will send out an email to everyone, only for a 30-minute meeting.

Tim makes a motion to designate SCS as lead agency of region 4. Elyse seconded.

Votes: 5 Yes, 0 no, 1 Abstention (Keith)

MOU Updates from Candy and Tim

- Candy and Tim begin talking about MOU groups and who we would want to pull in. Then, John with Vital Communities talks about what he does and how it ties into all of what we do with MOU groups.
- What groups should be added? Do we need to change anything? How do we inform more groups of our existence and the work we do?
 - Beth wants to add members for the school district as it is tough for them to attend meetings. She comments that the school district is a great resource. Previously they had a meeting at the visitor center with a local taxi company to attend a meeting to share information with the community.
- Candy shares that she sent out the MOU online to everyone, Electronic signature should be fine for it
- Any connections with the city of Claremont? (Nancy isn't here anymore)

- Nancy's email said that it would be Yoshi who is taking over and should be at the meetings going forward.
- Jim said that Mayor Dale Girard should be asked (Candy said she invited him to every one of these meetings, but he hasn't answered his emails)
 - Jim explains that we need to get in contact with Dale because he can push movements forward.
- Counselors at large need to know that this committee exists and that they should be participating.
- Same with the county commissioners – Tim will follow up with them at their meeting in March
- Talked about the process of removing members from the quorum vote/committee that show up (we have a quorum of 5 because we only have 9 members). Discussed bylaws and procedure for removing members in case of non-attendance to preserve our quorum.
 - Send your alternate if you cannot attend because we need quorums and to vote

Mobility Manager Update from Teri

- Teri has been in contact with people from the Statewide Needs assessment, looking at transportation from a board picture and understanding all the ins and outs of everything. She is unsure of the timeline of the community meetings and surveys that are going out going forward
- State coordinating council and NHTA leaders are teaming up, this year's theme for the meeting is geared towards the economic impact of transportation. Both public transportation and transportation as a whole. Meetings are held every month, with the event occurring on Friday June 13th. Survey going out at the beginning of March.
 - Mobility managers will be meeting on February 24th, and Teri will share those notes online.
 - Some will be training on travel training
 - Looking at the whole trip, the sidewalks, going very deep in every aspect of transportation and what might cause trouble for riders.

Preparing Next Meetings

Looking at future meetings, the days, and the frequencies. We are meeting every other month on the third Tuesday of that month from 1PM to 2:30PM.

Candy asks if there should be any changes for the meeting times/days and will send out a doodle poll to see when people can meet

Other Updates

Beth: Besides 5310, 5311 is buses and bus routes and it is heavy lifting trying to match the funding for all these programs. This allows DOT to meet their match requirement with the more gets donated.

Sullivan County Transportation/SCS awarded the 2025 GSC Community Contribution of \$15,000 from Dartmouth Hitchcock/Dartmouth Health

Taralyn got an intern (Johanna) from TDI this spring (March 31-June 6) looking at Greater Sullivan County and mapping all the health partners through sectors and location. Wants to improve her website and get it up to date with better, more up to date information

Tim talks about the Powerhouse farmers market and UVLSRPC and how we can get quicker surveys and results to be less skewed. Taralyn: Comments about going to local libraries with surveys as they are a great way to share information.

Candy asks for a motion to adjourn at 2:02 PM, it is approved by everyone.

Meeting is adjourned.