

**Monadnock Regional Coordinating Council  
For Community Transportation**

**Minutes**

March 18, 2025

Present: Frank Dobisky, Chair, *Thomas Transportation*; Charlie Pratt (remote), Vice Chair, *Home Healthcare, Hospice and Community Services (HCS)*; Jennifer Robinson, Treasurer, *Cheshire County*; Erica Alusic-Bingham, *Community Action Partnership Hillsborough and Rockingham Counties (CAPHR)*; Allan Gillis, *Community Volunteer Transportation Company (CVTC)*; Sally Malay, *Keene Housing Kids Collaborative (KHKC)*; Lisa Steadman (remote), *ABLE NH*; Charles Weed, *Citizen Member*; Alison Welsh (remote), *Cheshire County*.

SWRPC Staff Present: Terry Johnson, *Senior Project Manager*; Jason Cooper, *Planner*.

Guests: Melissa Callender, *Monadnock Peer Support (MPS)*; Teri Palmer, *Statewide Mobility Manager*; Sylvia von Aulock (remote), *Southern New Hampshire Planning Commission (SNHPC)*.

**I. Welcome**

Chair Dobisky called the meeting to order at 9:04 a.m. and introductions were made.

**II. Approval of February 18, 2025 Minutes**

Chair Dobisky asked if those in attendance had an opportunity to review the February 2025 meeting minutes and if there were any questions or comments. There were none.

Chair Dobisky asked for a motion to approve the February 18, 2025 meeting minutes.

**Motion: To approve the minutes of February 18, 2025.**

Motion by Sally Malay, seconded by Erica Alusic-Bingham. Approved by unanimous roll call vote.

**III. Treasurer's Report and Budget Revision**

Jennifer Robinson presented the February 2025 financial report. Terry Johnson explained that the MRCC will be asked to consider changes to the FY25 Enhanced Mobility budget to make Keene Senior Center (KSC) and HCS whole for the remainder of the fiscal year. Jennifer noted that, at current levels of spending, KSC and HCS are projected to expend their annual allocations during March and May respectively. The KSC Volunteer Driver and HCS 5310 line items are projected to be over budget by \$3,605 and \$12,527 respectively from their original allocations. CVTC on the other hand is projected to have a surplus of \$16,667 and \$368 respectively for its CVTC Volunteer Driver and CVTC SmartRide line items. However, CVTC is projected to be \$2,391 over budget for its Mobility Management line item. Jennifer referred to a chart on page 3 of the financial report which included recommended budget adjustments for the MRCC to consider. She recommended re-allocating approximately \$16,958 from the CVTC Volunteer Driver and CVTC SmartRide line items to cover the anticipated shortages for the indicated line items.

Chair Dobisky asked Allan Gillis for his thoughts about the proposal. Allan explained that CVTC typically sees lower ridership during the winter months. He expressed concern that if ridership increases CVTC may experience a funding deficit. Terry Johnson explained that monthly expenditures can be monitored during

the remainder of the year and further adjustments can be made as needed. Jennifer Robinson commented that SWRPC Mobility Management expenditures are running under budget at this time. Terry said that these expenditures can be monitored as well. He further stated that, based on budget trends, he would discuss potential future adjustments to the Mobility Management line item with SWRPC leadership. Chair Dobisky asked Allan Gillis whether he would prefer to wait until next month for the MRCC to vote on the revision. Allan responded that he is comfortable moving forward with the adjustments. Chair Dobisky asked for a motion to approve the budget changes.

**Motion: To approve the following line item adjustments to the SFY 2025 Enhanced Mobility budget. Reallocate \$16,569.89 from CVTC Volunteer Driver and \$369.17 from CVTC SmartRide as follows: \$12,527.10 to HCS 5310, \$3,605.28 to KSC Volunteer Driver, and \$806.68 to CVTC Mobility Management.**

Motion by Erica Alusic-Bingham, seconded by Sally Malay. Approved by majority roll call vote with Allan Gillis and Vice Chair Pratt abstaining.

#### **IV. CVTC Volunteer Driver Program Expansion**

Allan Gillis shared that CVTC is excited about its plans to expand its services to two towns in Region 8: New Boston and Weare. He explained that CVTC worked closely with the Region 8 Coordinating Council and Cheshire County to develop a system to accommodate the expansion. Region 8 will transfer funds directly to Cheshire County to reimburse CVTC for their expenditures in these new towns.

Sylvia von Aulock shared a map to illustrate how New Hampshire's Regional Coordinating Councils (RCCs) interface. She explained that Region 8 and Region 10 have already worked together on a similar project where a Region 10 volunteer driver program provided rides in Deerfield, a town in Region 8. This provides precedent for the arrangement between the Region 8 and Region 5 RCCs to support the expansion of CVTC services. She explained that New Boston and Weare are within Region 8 but border on Region 5. New Boston has already secured Selectboard approval for CVTC's service and Weare will be voting on the matter soon.

Terry Johnson explained why coordination between the RCCs is important as many ride requests span multiple regions. He explained that it is critical for coordination between entities in the State to provide these rides. Sylvia von Aulock commended Allan Gillis for CVTC's willingness to step up and meet the needs of residents in New Boston and Weare, many who have no current options for transit. She further commended the Region 8 RCC for their willingness to transfer \$8,000 of their budget to the MRCC to enable CVTC's service in the two towns.

Erica Alusic-Bingham asked about CVTC's plans for marketing to the two towns. Allan Gillis explained that they are working with the Region 8 Mobility Manager to develop new marketing materials which can be used in New Boston and Weare as well as the Monadnock Region.

Allan Gillis additionally shared that CVTC is working to expand their Board of Directors. Erica Alusic-Bingham asked what skills the Board is looking to recruit. Allan replied that they are looking for marketing specialists, a lawyer, and those who are well connected in the community. Teri Palmer asked how many board members they are looking to add. Allan said CVTC currently has 6 but they can have a maximum of 13. Additionally, CVTC is working to expand their fundraising efforts to be less reliant on federal and state funding in response to the current political environment.

Chair Dobisky asked for a motion to transfer funds from the Region 8 RCC to the MRCC to support CVTC volunteer driver program expansion to the towns of Weare and New Boston, New Hampshire.

**Motion: To approve the receipt of SFY 2026 and 2027 Section 5310 funds by Cheshire County on behalf of the Monadnock Regional Coordinating Council in the amount of \$8,000 per year from the Region 8 Regional Coordinating Council. The funds will be used to support the expansion of CVTC volunteer driver program services to the towns of Weare and New Boston.**

Motion by Erica Alusic-Bingham, seconded by Jennifer Robinson. Approved by majority roll call vote with Allan Gillis abstaining.

As a follow up to the motion, Charles Weed suggested that in the future there may need to be revisions to the RCC and Regional Planning Commission service areas to properly address community transportation service patterns.

## **V. Partner Updates**

Melissa Callender explained that Monadnock Peer Support offers over 30 support groups per week and they offer many services for their clients. All their work is free to the public and they offer transportation services to members as needed.

Erica Alusic-Bingham shared that their building is undergoing renovations so she may be in a temporary space for a period of time during the summer.

Teri Palmer shared that ABLE NH is hosting their first Lunch and Learn session in April on the topic of American Disability Act (ADA) rights for individuals using transit in New Hampshire. In May, the featured topic will focus on Mobility Management. She shared that Friday, June 13 will be the combined New Hampshire Transit Association and State Coordinating Council annual meeting. She expects it to be very worthwhile.

## **VI. Mobility Manager Update**

Terry Johnson acknowledged that Susan Ashworth of HCS is retiring at the end of March, and he commended her dedicated efforts over many years to implement quality transit services in the City of Keene, as well as leading other programs at HCS. He shared that SWRPC met with the Cheshire County Commissioners last week to discuss possible sponsorship and management of the “Next Generation” Transit System. Terry explained that there were strong concerns expressed about Cheshire County taking on management of the transit system. He shared that SWRPC will continue meeting with other prospective lead entities, including the Cheshire County Delegation, and will update the MRCC on the outcomes of the meetings.

## **VII. Next Meeting**

The next MRCC meeting is scheduled for April 15, 2025 at 9:00 a.m.

## **VIII. Adjourn**

The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Jason Cooper  
Planner