



**Nashua Regional Planning Commission
Region 7 - Regional Coordinating Council**

Agenda

Meeting Date: July 22, 2021 – 10:00 to 11:45AM

IN PERSON MEETING!

The Nashua (Region 7) Regional Coordinating Council will meet on **Thursday, July 22**, at **10:00AM** at the **NRPC Office, 30 Temple Street, Suite 310, Nashua, NH.**

Participants may also attend the meeting via Zoom, but a majority of Council members need to be physically present to establish a quorum. Those attending the meeting via Zoom are entitled to vote on any action item but Zoom attendees do not count towards a quorum.

Please let me know if you will attend in person or remotely.

Zoom Meeting Link:

<https://us02web.zoom.us/j/89588032505>

Meeting ID: 895 8803 2505

Dial in: 1 929 205 6099

1. Call to Order
2. Introductions and Community Updates
3. Review May 2021 meeting minutes (Attached)
4. Regional transportation provider reports
 - NTS, SVTC, Caregivers NH
5. RCC7 logo development and marketing
6. FY22/23 5310 Contract & Regional Mobility Manager Update
7. Regional Volunteer Driver Study discussion (see attached memo)
8. Other Transportation issues or concerns
9. Adjourn



DRAFT
Regional Coordinating Council (RCC)
Meeting Minutes
5/27/2021

Attendees:

Camille Pattison, NTS
Donna Marceau, NSKS
Angela Wesson, NTS
Carol Brooks, SVTC
Janet Langdell, SVTC
John Savage, NTS
James Wilkie- Caregivers Inc.

Pat Murphy, Town of Merrimack
Henry Harris, Southern NH Services
Fred Roberge, Easter Seals & SCC
Matt Waitkins, NRPC
Jay Minkarah, NRPC
Mason Twombly, NRPC

CALL TO ORDER AND INTRODUCTIONS

Matt Waitkins opened the meeting at 10:05pm asking for a round of introductions.

AGENCY UPDATES ROUNDTABLE

CAREGIVER'S

Wilkie shared with the group that Caregiver's has seen three consecutive months of more rides than they have seen in years. Demand is rising and he expects the ridership to continue to be high throughout 2021. He explained that Caregiver's and its parent organization Catholic Charities are looking to expand their transportation services into regions that are underserved. He mentioned specifically in the Plaistow area. Expansion is also being examined in an area north of Manchester.

Langdell asked Wilkie what the average number of rides given by Caregiver's was. Wilkie stated that the monthly average is around 350 rides.

GATE CITY BIKE CO-OP

Marceau gave an update on the Gate City Bike Co-op's sale. She thanked everyone who helped to publicized it. The bike's sold out with the exception of a couple of vintage bikes and small children's bikes. The Co-op is looking for a space to distribute bikes downtown and asked the group to keep them in mind if they know of any public or private space.

NASHUA SOUP KITCHEN & SHELTER (NSKS)

Marceau mentioned that at the Soup Kitchen & Shelter is handing out the free ride tickets for Nashua Transit System. She mentioned that bus passes provide flexible help to the homeless and households without a vehicle.

Fred Roberge introduced himself and gave a brief intro about his work with Easter Seals and the transportation they provide. He is also chair of the State Coordinating Council which the RCC's are offshoots.

He mentioned that the pandemic has impacted the Easter Seals programs and that finding drivers has been an issue for several years.

NTS

Pattison shared that today is her last day as Transit Administrator for the City of Nashua, and her replacement (also name Camille) will start Tuesday.

The transit center project should be getting started in June and largely completed by the end of the summer.

NTS is looking to install several electric charging stations. There are three new vans coming that will be operating in the fall, Pattison noted supply chain issues have pushed back the timing on them.

Ridership continues to rebound. On Saturdays ridership is around 75% of pre-covid numbers while weekday averages have been hovering around 55% of pre-covid numbers. Pattison mentioned that with covid restrictions easing they expect continued increasing of ridership.

SVTC

Langdell explained that ridership is slowly creeping back up. She mentioned that SVTC was very happy to have done their first in person outreach event in Hollis since the pandemic begin.

In terms of ridership compared to FY 2019 ridership is 47% down and compared to last year about 50% down. She continued by mentioning that she expects ridership to increase as vaccination increases and senior events are opened back up.

REVIEW OF APRIL 2021 MEETING MINUTES

Langdell asked if there were any questions about the April 2021 meeting minutes.

Motion to accept the meeting minutes of April 2021 as drafted:

First: Carol Brooks

Second: James Wilkie

All were in favor of accepting the April 2021 Meeting Minutes as amended.

NASHUA RCC LOGO DEVELOPMENT AND MARKETING DISCUSSION

Discussion around logo development was pushed to the next meeting. Sara O’Neil could not make this meeting and will be available for the next.

FY22/23 5310 & REGIONAL MOBILITY MANAGEMENT

Waitkins explained that the 5310 contract still needed to be approved through Governor & Council.

Langdell explained some news from the state level. DHHS has announced that CDC Grant money will be assisting *rural* RCC's to provide funding for regional mobility management positions.

The SCC advocated to DOT for a funding shift to allow for the *urban* RCCs to also fund regional mobility management positions. The timeframe to advertise for these positions would be in around September.

Roberge mentioned that there will also be a statewide mobility manager position. He noted this was a good opportunity to leverage DHHS and DOT funds to improve service. Roberge went on to explain that much of these funding sources are covid relief funds.

Waitkins asked Roberge about how likely he thought it was that the funding for the urban RCCs would be approved. Roberge responded that he thought it was very likely that this would happen.

Waitkins mentioned that NHDOT and the SCC still need to finalize the statewide and mobility manager (MM) job description and duties. Additionally, NHDOT needs to make the additional funding available for use. The RCC will then need to decide if the regional mobility manager will be an employee housed within an agency or a subcontractor. If the MM ends up being a subcontractor, a Request for Proposals (RFP) will need to be prepared and distributed. If the MM ends up being an employee of an agency, the hiring process would need to take place. Either way, the FY22/23 5310 contract will need to be amended and the RCC will need to approve that amendment.

REGIONAL VOLUNTEER DRIVER PROGRAM STUDY

Waitkins explained the background and purpose of the study. This includes evaluating the current level of volunteer driver services, analyzing gaps, and providing recommendations for service improvements. He went on to explain that the RCC would be the steering committee for this project and this study would be a standing agenda item moving forward.

Langdell mentioned she thought word of mouth would be incredibly important in getting support for this project.

Roberge asked about the demise of FISH and if they knew of any other providers of service in the region that would be interested in the conversation.

Pattison asked about the possibility of involving private sector organizations for example the dialysis centers or radiation center. She pointed out that unfortunately they seem to have patients that need a high level of service than can be provided. Langdell agreed that will be important.

Roberge asked about senior services and hospitals in the region. Langdell explained that there is outreach done to the senior center and most for the hospitals on the region have some sort of coordination of services.

OTHER BUSINESS

Langdell asked about future meetings and the possibility of returning to in person. Minkarah stated that the 30 Temple building is open to the public and Nashua has lifted the mask mandate. He also mentioned that the conference room is being outfitted to provide hybrid meeting services.

Langdell inquired about public meeting requirements as far as in person vs zoom meetings. Minkarah explained that there were efforts to extend the ability to use zoom but nothing has moved forward. Roberge added that his understanding was the governor was not in favor of extending the ability to use zoom. Minkarah stated that NRPC plans to go hybrid for meetings in the future. Pattison added that she saw more participation with these online meetings and that is important. Minkarah mentioned that meeting transcription is also being provided through zoom and continue to be with the hybrid service.

ADJOURN:

The meeting adjourned at 11:31 pm.

NEXT MEETING:

~~THURSDAY, JUNE 24TH, 2021 (10:00AM-11:30AM)~~

RESCHEDULED TO JULY 22ND, 2021 (10:00AM-11:30AM)

MEMORANDUM

TO: Nashua Regional Coordinating Council (RCC)
FROM: Matt Waitkins - Transportation Planner, NRPC
SUBJECT: **Regional Volunteer Driver Program Feasibility Study Kickoff**
DATE: July 19, 2021

NRPC staff has begun working on the regional Volunteer Driver Program (VDP) feasibility study. You will recall from discussions that the RCC is being asked to function as the steering committee for this project. The purpose of this memo is to remind you of the project purpose and to ask for your input as we begin this planning process.

Project Purpose and Need

Mobility is necessary to engage with one's community and reach critical destinations. Whereas the Nashua Transit System, Souhegan Valley Transportation Collaborative, Caregivers NH, and various agencies and organizations provide a significant level of transportation service in the region, the lack of available, affordable, and accessible transportation is still a barrier for many. Volunteer driver programs and networks are a way that communities can address these gaps.

Project Objectives

- Evaluate the current level of VDP in the region,
- Identify gaps in community transportation service and strategies to support current services,
- Assess the need and feasibility of developing a regional VDP to help fill those gaps, and,
- Incorporate the VDP into the effort to provide broader regional mobility management strategies throughout and beyond the Nashua region.

Public Outreach

The goal of the public outreach effort is to gather information to help develop a good understanding of the VDPs that exist in the region, the potential regional benefits of additional VDPs, and the level of interest and opportunity for improved networking and service coordination.

Public Outreach tasks will initially include:

- Outreach to VDPs located in or servicing residents of the Greater Nashua region
- Outreach to human service agencies, major healthcare facilities, municipal welfare officers, local social service agencies, and other stakeholders
- Outreach to target populations – senior citizens, residents living with a disability, residents living with lower incomes, current public transit and VDP riders.

RCC Tasks – July Meeting

Please be prepared to discuss the following during the July meeting:

- Review of the attached stakeholder contact list for relevance and accuracy,
- Share additional stakeholders & their contact information,
- Share suggestions about what information and data is needed to inform the study, for example;
 - Are there other VDPs serving the region?
 - What populations do they serve?

- Public or Private or Membership-based?
- How many drivers? How many rides?
- Supports and barriers to providing service?

If you have questions or comments, please do not hesitate to contact me at (603) 417-6566 or by email at mattw@nashuarpc.org.