

## **Greater Nashua (Region 7) Regional Coordination Council**

### **AGENDA**

**Meeting Date: Thursday, August 24th, 2023– 10:00AM**

This will be a hybrid meeting, with in person and Zoom options.

#### **In-Person Attendance**

**NRPC Office Large Conference room  
30 Temple Street, Suite 310, Nashua, NH 03060**

#### **Virtual or Telephone Attendance**

Join Zoom Meeting

<https://nashuarpc.zoom.us/j/84597368199?pwd=R213Sms1c2RuZWkrakkvZWxiSGM5Zz09>

Meeting ID: 845 9736 8199

Passcode: 675636

Phone #: 1 929 205 6099

1. Call to Order
2. Introductions and Community Updates
3. Review June 2023 Meeting Minutes
4. Regional transportation provider updates
  - NTS, SVTC, Caregivers NH, Gate City Bike Coop
5. SCC update
6. Regional Mobility Manager Update
7. Volunteer Driver Feasibility Study
  - RCC stakeholders will have the opportunity to provide feedback on the draft Volunteer Driver Feasibility Study for the Greater Nashua Region.
8. Other transportation issues or concerns
9. Adjourn

**BUILDING MANAGEMENT REQUESTS THAT VISITORS NOW PARK IN THE UPPER LOT**



NASHUA REGIONAL PLANNING COMMISSION  
METROPOLITAN PLANNING ORGANIZATION





## DRAFT Meeting Minutes Thursday, 6/22/2023

### Attendees:

Representative Sherry Dutzy, Nashua Ward 3 Hillsborough County	Teri Palmer, Statewide Mobility Manager
Chad Jacobs, Viva Business Development	Don Pare, Gate City Bike Coop, Nashua
Janet Langdell, SVTC	Sara Sacco, Southern NH Services
Kerry Miller, Mobility Manager NTS	Ellen Sears, International Institute of New England
Janice Pack, Deputy Town Administrator/Welfare Director, Wilton	James Wilkie, Caregivers

### NRPC Staff:

Ned Connell, Senior Regional Planner  
Donna Marceau, Mobility Manager  
Vince Noga, Transportation/Planning Analyst  
Matt Waitkins, MPO Coordinator

### 1. Call to Order

Donna Marceau opened the meeting at 10:00 am.

### 2. Introductions

Introductions were done with in-person and remote participants.

### 3. Review April 27, 2023 meeting minutes (May 25, 2023 meeting was cancelled)

Marceau asked for any corrections to the April 27, 2023, meeting minutes.

***Pare motioned, with a second from Sears, to accept the April 2023 minutes with no changes. Motion passed by consensus.***

### 4. Regional Provider Updates

#### NTS

Miller gave the update:

- New drivers recently hired
- More of the previous/regular routes back on the schedule
- Plan to be back to full service by mid-July
- Table at Nashua Pride event coming up
- 20 new demand response applications in June and 6 ADA paratransit applications (both new and renewals). Some referrals sent to NRPC Regional Mobility Manager

### **SCC update**

Langdell gave the update:

- 2413 rides per year currently
- New referrals and applications
- 7 new applications in May
- Summer outreach efforts coming up

### **Caregivers**

Wilkie gave the update:

- Slight increase in rides in May
- Need for more volunteers with Caregivers

### **Gate City Bike Co-op (GCBC)**

Pare gave the update:

- Significant change in clientele since move to Airport Rd. location
- Over 2000 bikes donated in 6 years, along with lights, locks, and helmets

Dutzy:

- Focus on programs for those that have lost their license to get them connected with alternate transportation and help for the cause of having lost their license

## **5. Regional Mobility Manager Update**

Marceau reviewed her activities from the last month:

- Review of June 8<sup>th</sup> annual meeting
- Concluding meetings with all communities
- Not much perceived mobility management need in Amherst and Hollis, but still getting information out to communities, i.e. SVTC
- Not many requests for transportation in Mont Vernon
- Met with Rep. Dutzy
- CTAA Conference update
- Ledge Street Community Celebration attendance and distribution of GCBC bike vouchers
- Public health discussion as it relates to transportation
- Palmer would like to arrange a separate meeting with Dutzy to discuss current programs related to Dutzy's interests in gaps in transportation
- Assistance given since last meeting: 12 medical appointments & 44 bike vouchers
- Discussion about transportation provided for client in Wilton
- Outreach efforts focused in Mason and Wilton for the upcoming month

## **6. Statewide Mobility Manager Update**

Palmer gave the following update:

- New officers update for NH Transit Association

## **7. Volunteer Driver Feasibility Study Discussion**

Waitkins provided update:

- FTA Section 5305(e) (Statewide Planning & Research) - Funded Volunteer Driver Feasibility Study.
- Involves public outreach and information gathering. If feasible, NRPC would come up with a volunteer driver model for the region. Public outreach has occurred over the last 1-1.5 years.
- NRPC Staff developed a document based on study findings up to this point

Connell added:

- Biggest need is funding
- Other gaps:
  - Geographic gaps (i.e.-Lyndeborough, Mason, Litchfield not well covered)
  - Coordination between agencies/providers
  - Need to identify users
  - Need to find adequate volunteer drivers
    - Need reimbursement for driver volunteers
    - Need to link drivers and clients (ride scheduling)

Discussion ensued between Langdell and Connell regarding ride scheduling software/apps

Palmer added:

- She is looking to NHDOT and FTA grants for additional funding for 5310 and Volunteer Driving services
- Working with providers and agencies to expand existing services instead of starting new service
- Focus to fill the gaps instead of starting anew

Conversation ensued around funding, feasibility, strategy, collaboration, improvements and limitations concerning mobility management in the region

**United Way discussion:**

Connell, Marceau, Langdell and Waitkins

- Grant was not received yet, but members are quite certain that they will receive it

**8. Long Range Transportation Plan (LRTP) Survey**

- Waitkins provided information about NRPC's LRTP transportation survey and encouraged members take the survey and recruit others to take it as well to increase the amount of stakeholder input

**9. CMAQ grant application update**

Waitkins:

- Transit Route (NTS) from Nashua to Milford advanced into next NH TYP. This is primarily targeted to employees commuting to Milford and inclusive of early shift workers

**10. Adjourn**

**Wilkie makes a motion to adjourn and Dutzy seconds at 11:44 am**

**The meeting adjourned by consensus.**

**From Zoom chat:**

00:30:07      Pack: Fingers crossed for Summerfest!

**Regional Coordination Council Minutes**  
**Meeting Minutes 6/22/2023**

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00:33:49 Miller: I meant to mention that I've received 20 new demand response applications in June and 6 ADA paratransit applications (both new and renewals). In addition, I've sent a few referrals to Donna. Thanks!

00:34:14 Palmer: That is awesome Kerry!!

00:37:11 Palmer: Or a tractor!

00:45:31 Palmer: Just as a reminder there is a Tri-State meeting with Maine-Vermont and NH the week of Labor Day in Killington Vt. There will be some great workshops-vendors etc at the meeting.

00:46:49 Palmer: We will have a map with the Regional Mobility Manager contact information very soon.

00:48:35 Pack: exactly! If you asked Wilton's TA if there was a need, he wouldn't really know. It's the Welfare Administrators that know

01:24:22 Palmer: Sounds like a great idea!

01:51:13 Palmer: Thank you everyone! I have to jump into another meeting that has already started! Talk to you soon!

**Next Meeting:**

August 24th, 2023

Respectfully submitted by Vincent Noga, Transportation/Planning Analyst.