



**DRAFT Meeting Minutes
4/27/2023**

Attendees:

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| Mike Apfelberg, United Way of Greater Nashua | Pat Murphy, Town of Merrimack |
| Savannah Byrne, Nashua Soup Kitchen | Teri Palmer, Statewide Mobility Manager |
| Sara Ceaser, United Way of Greater Nashua | Don Pare, Gate City Bike Coop, Nashua |
| Camille Correa, NTS | Ellen Sears, International Institute of New England |
| Nonny Egbonu, Nashua | Pamela White, Nashua Soup Kitchen |
| Yvonne Goodwin, Greater Nashua NAACP | James Wilkie, Caregivers |
| Janet Langdell, SVTC | |

NRPC Staff:

- Donna Marceau, Mobility Manager
- Monique Wahba, Principal Transportation Planner
- Matt Waitkins, MPO Coordinator
- Vince Noga, Transportation/Planning Analyst

1. Call to Order

Donna Marceau opened the meeting at 10:04 am.

2. Introductions

Introductions were done with in-person and remote participants.

3. Review February 23, 2023, meeting minutes

Marceau asked for any corrections to the February 23, 2023, meeting minutes.

Amendments:

- Section 5, Regional Provider Updates: Addition of SVTC Update to include
 - Continue to get 5-7 referrals, new applications per month
 - Rides continue to be strong
- Section 6, 2nd bullet point, 2nd line down, to be changed to “...CDC grant for rural funding” and remove “For 8 communities”.
- Section 7, 1st bullet point, should read, “In March, conducted a presentation to the Hollis-Brookline Rotary; visit to the Town Administrator. Lori Radke, with Janet Langdell and Virginia Mills, and need to do one more outreach to the Hollis Seniors.”
- Section 7, change language to reflect that Regional Mobility Manager (RMM) is receiving requests for assistance in lieu of NRPC receiving the requests to keep regional language consistent

Murphy motioned, with a second from Janet Langdell, to accept the March 23, 2023 minutes with changes. Motion passed by consensus.

4. Regional Provider Updates

NTS

Miller gave the update:

- Rundown of March and April applications received by NTS for demand response and paratransit services
- Travel training sessions recap
- Fixed route services: First Transit has hired some people and they are currently in training with a target to be driving by June to address driver shortage
- First Transit has held recent job fairs with some success

Langdell added:

- Success story about NTS providing service for a new passenger in Souhegan Valley attending classes in Nashua. She is very pleased with the service.

Caregivers

Wilkie

- April numbers for applications are not yet available, but data is available through March. These applications are for RMM reporting purposes. There is typically a one-month lag for reporting on applications as RCC meetings are held before the end of the current month.

Gate City Bike Co-op (GCBC)

Pare gave the update:

- GCBC has started opening shop for volunteers to work on bikes on Saturdays to help keep up with the demand for bikes. Many donated bikes need repair and some volunteers cannot make the Monday volunteer time slot. Monday is still the day that patrons can come to receive donated bikes from 3:00-7:00 pm.
- Averaging 10-12 bikes donated per week.
- Hoping to get into schools for bike safety programs.
- Potential for GCBC to have a partnership with AmeriCorps

Langdell:

- Recommends potentially partnering with local police department

5. SCC update

Langdell gave the update:

- SCC met on April 6, 2023
- Success of advocacy through New Hampshire Transportation Association (NHTA) to get additional funding into state budget to assist public transportation providers to get funding to meet match for federal money available
- No updates on sustainability of statewide mobility manager network
- Statewide needs assessment continues to be stalled in Governor's office
- Governance Committee meeting on April 12th, 2023. Circulated first draft of recommendations for RCC bylaws. Suggestions are a work in progress and were not included in this meeting's document.
- Presentations from 2 Regional Mobility Managers:
 - Ben Hebert, region 8 – Outreach & Newsletter/Website updates and efforts
 - Candi Reid, region 4 – Medical escorts services efforts
- Much of SCC meeting devoted to performance measures of regional mobility manager network

6. Regional Mobility Manager Update

Marceau reviewed her activities from the last month:

- Milford was this month's municipality of focus
 - Met with Welfare Director and head of Anti-Poverty Agency together
- Helped with planning sessions Tuesday and Saturday and discussed mobility management
- Met town administrator to talk about mobility management
- Planning to meet with senior groups that could benefit from using our RMM services
- Residents of Milford visited GCBC
- Visited medical caregivers, Lamprey in Milford and Harvard Care in Nashua, and they mentioned that they use taxi vouchers, bus passes, and gas cards to help patients with transportation needs. Medicaid services pointed out as unreliable by these caregivers
- Stakeholders meetings:
 - Multicultural event
 - Regional Nashua Local Emergency Planning Commission meeting
 - Met at Hudson Senior Center – They were urged to register for services through Caregivers and/or NTS
 - Leaving flyers at soup kitchen
 - Attended continuing care – Focusing on youth getting their licenses
 - Culture connection meeting at City Hall
 - Multicultural fair in 2nd week of September
 - Employment Connect to help spread the word about jobs at NTS
- Attended Transit Matters
- Had meeting with Janet, Camille, and Lori on performance measures
- Attended public health events with others from United Way, SCC, and others interested in transportation and general health of the area
- 211 listing for mobility management
- Translated Spanish & Portuguese for United Way event and spread the word about mobility management
- Wrote a letter of support for United Way program

7. Community Updates

Marceau:

- Pursuing a loan opportunity for those who qualify for a \$600 interest-free loan through Digital Credit Union. Would be beneficial for lower income families for buying a car or repairs. This is done through Axuda's online platform through the DCU website (<https://www.dcu.org/community.html>)
- Visited Building Community (<https://www.bcinnh.org>) in Manchester representing RCC in NH. Director inquired about how people can get transportation through RMM. Marceau let them know about GCBC.
- Attended public health Annual Meeting and had a table at the public health fair
- 17 contacts to RMM this month for assistance
- Focus on connecting with senior groups in Milford followed by Mason and Amherst
- Upcoming Greater Nashua NAACP meeting

United Way

Apfelberg gave the update:

- Thanked Don for his work with GCBC

- United Way has applied for a grant through Microsoft for a fellowship. The funding would be used to dedicate a large portion of a person's time, likely Sara Ceaser, over the course of a year, to work with community partners throughout the region for development of a prototype of a volunteer based, low-barrier transportation system

Langdell:

- Is this a driver program vs buying/driving your own vehicle?
- Apfelberg states drivers will use their own vehicles

Wahba:

- Will drivers be compensated for rides?
- It has not been entirely decided at this point, but would be worked out if the grant is received and prototype developed

8. Bylaws discussion

Waitkins led the discussion on the status of the RCC bylaws. The main points covered include:

- The bylaws are in need of updating and are currently in draft form and being worked on as a group
- SCC will provide guidance on updating the bylaws
- There is duplication within the document that needs to be corrected
- Langdell suggests using the title Greater Nashua Regional Coordination Council for Community Transportation; RCC7
- Discussion of updated language to use when updating bylaws, which will be ongoing throughout the process
- Updating list of various member groups
- Discussion about remote meeting attendance and quorum/voting requirements as it relates to attendance. If quorum is met in-person, then remote attendees can vote, but if the quorum is not met by in-person attendees it is not an official meeting, but a gathering instead
- Need to work on Conflict of Interest and MOUs
- Today's conversation was to get the discussion started but this will be a multi-month process to update the bylaws
- Subcommittee of the SCC will be meeting in May with the hopes to have this done by the end of the summer

9. Volunteer Driver Study Update

- The plan is to have a draft of the Volunteer Driver Study done and ready for distribution and review at the May 2023 RCC meeting so that the final draft is ready for the June 2023 RCC meeting
- Apfelberg offered up United Way of Greater Nashua to help with the Volunteer Driver Study where needed and they are able

10. Other Transportation News

- Tri-State (NH, ME & VT) Transit Conference in Killington, VT, September 6 & 7, 2023
- NAACP event coming up on Saturday at Nashua Country Club, details will be distributed
- SVTC participating in a raffle ticket fundraiser through Milford Rotary

11. Adjourn

Murphy makes a motion to adjourn, Wilkie seconds.

The meeting adjourned by consensus.

From Zoom chat:

- 00:28:44 Palmer: I do have a save the date for the Tri-State Conference being held at the Killington Resort, in Killington, VT. It will be held September 6th and 7th.
- 00:36:30 Palmer: Thank you Everyone! Donna, will chat with you soon.
- 00:40:56 White: Hi. Sorry Savannah and I need to jump off thank you.
- 00:42:06 Byrne: Thank you!
- 01:35:39 Apfelberg: What input do you need from us for the volunteer driver study? Where is the input coming from?
- 01:41:55 Apfelberg: Gotta go, amigos. My skateboard is calling!

Next Meeting:

May 25, 2023

Respectfully submitted by Vincent Noga, Transportation/Planning Analyst.