

Consolidated Manchester (R8)/ Derry-Salem (R9) Regional Coordination Council

Tuesday, January 26, 2021
Via Zoom (Scott Bogle, Host)

DRAFT MEETING MINUTES

ATTENDEES:

Fred Roberge, Chair – Easterseals NH
Lisa Ludwigsen – Easterseals NH
Elida Gagne – St Joseph Cmty Services
Laurie Makarawicz – CART
Debra Perou – RNMOV
Ryan Renault-Smith – MTA
George Sioras – Derry

Mike Whitten – MTA
Scott Bogle – RPC
Nate Miller – SNHPC
Carl Eppich – SNHPC
Sylvia von Aulock – SNHPC
Adam Hlasny – SNHPC

1. Call to Order

Chair Fred Roberge called the meeting to order at 2:09 PM.

2. Action on Minutes of October 27, 2020

Motion by George to approve October minutes, seconded by Scott and approved unanimously with Laurie and Ryan abstaining.

3. Designation of Lead Agency for FY 2022-23 FTA Section 5310 Funding

Motion by Fred for SNHPC to continue being the lead agency for the R8-R9 RCC, seconded by George and approved unanimously.

Fred added that SNHPC has been a great asset to community transportation development in the region and expressed his appreciation for the work SNHPC does in this arena.

4. RCC Work Session on Potential FY 2022-23 FTA Section 5310 Activities

Nate reviewed a memo from Fred Butler at NHDOT dated January 14, 2021 which provides details on the current 5310 solicitation. Key items include that this is a two-year contract (as opposed to one-year contracts for FY20 and FY21), and that the annual \$30k in CART/Nashua UZA supplemental funding will continue in FY22-23. Grant applications are due on March 1, 2021. Nate noted that full 5310 solicitation details can be found on NHDOT's transit webpage.

The RCC began to review the FY21 5310 activities one-by-one and discussed the appropriateness of continuing each for the FY22-23 contract. SNHPC will continue to receive a 5% cut for administrative expenses.

Activities 1 and 2: Goffstown/Hooksett Shuttles

- Mike noted that due to economies of scale, MTA can lower its hourly rate from \$54 to \$52 per hour. This will reduce the total annual costs of each shuttle from \$70,200

(\$56,160 federal/\$14,040 local) to \$67,600 (\$54,080 federal/\$13,520 local). Service will continue to be provided 5 hours/day, 5 days/week in both towns.

Activity 3: New Boston Shuttle

- Mike noted that the service has been changed to a system of 15 trips per month, billed on a per-trip basis; this seems to be working better for MTA. Hourly rate will remain at \$54 per hour, and the town provides \$1,944 in cash match.

Activity 4: Nutrition Shuttle/Demand-Response

- This CART-branded service operates 45 hours per week (9 hours/day). Debbie noted that there will be drastic changes in demand for FY2022 and questioned whether the RCC should focus on serving more clients in denser areas or fewer clients in geographically spread-out areas. Mike added that over the next two years microtransit could be a solution, as Montpelier, VT is piloting a microtransit program that could be applicable in this region.
- The cost of this service also decreases from \$54 to \$52 per hour. Total costs will decrease from \$126,360 (\$101,088 federal/\$25,272 local) to \$121,680 (\$97,344 federal/\$24,336 local).

Activity 5: Demand-Response Service

- Historically this service has been provided 30 hours per week. Last year the hourly rate was increased slightly; Fred asked Lisa to check the FY22-23 figures to confirm the new rates. It has been a productive service, averaging between 180-250 trips per month, even during COVID.

There was a brief discussion about utilizing funding freed up from MTA's hourly rate reduction in activities #1-2 and #4 to further community transportation outreach. This could potentially be folded under the Mobility Management Initiative project but merits further discussion.

Nate summarized the upcoming Regional Mobility Management Initiative, noting that NHDOT has approved an annual transfer of \$430,000 of CMAQ funds to support regional mobility managers for RCCs. At this point the amounts to be allocated to the R8-R9 RCC are unknown but will likely fall between \$53,750 and \$95,918. This is above and beyond the regular 5310 allocation of \$364,464.

Due to time constraints, specific discussion of Activity 5, plus discussion of Activities 6-9 and the regional mobility management initiative will be continued at the next meeting.

5. Other Business

Given time constraints, these items was tabled until the next meeting.

6. Next Meeting

There will need to be another work session to finalize FY2022-23 projects. Adam will send out a Doodle poll for a meeting in the first two weeks of February.

The next regular RCC meeting will be combined with a public hearing on the proposed 5310 program of projects. This will be held on **February 23, 2021, 2:00pm**.

Meeting stood adjourned at 3:38 PM.