

Alliance for Community Transportation (ACT)

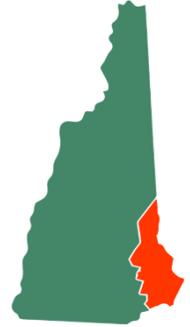
Working to expand affordable and efficient community transportation in southeastern New Hampshire

MEETING OF THE GENERAL MEMBERSHIP WEDNESDAY, FEBRUARY 10, 2021

9 – 10:30AM

REMOTE MEETING

Minutes



1) Introductions

Members Present: Colin Lentz (SRPC), Rad Nichols (COAST), Tahja Fulwider (Ready Rides), Pamela Becker (Community Partners), Fred Roberge (Easterseals Homemakers), Scott Bogle (Rockingham RPC), Sharon Reynolds (citizen member), Margie Longus (Ready Rides), Debbie Perou (Rockingham Nutrition Meals on Wheels), Steve Goodspeed (Ready Rides), Betty Smith (Ready Rides),

Staff Present: Jeff Donald (COAST)

2) Approval of Meeting Minutes {VOTE}

Postponed until March meeting

3) Designation of ACT's Regional Mobility Manager {VOTE}

J. Donald explained that NHDOT was requesting that Regional Coordination Councils formally designate a regional mobility manager. COAST is the lead agency and Jeff is already the de facto mobility manager and would just change his title from "Community Transportation Manager".

S. Bogle made a motion to designate COAST's Regional Mobility Manager (currently Jeff Donald) as the mobility manager for RCC #10.

Seconded by S. Reynolds

Vote: unanimous in favor via roll call vote

4) SFY21 5310 Grant Budget Adjustment {VOTE}

J. Donald presented the estimated year-end revenues and expenses for SFY21. He explained that the drop in ridership due to COVID-19 had affected provider budgets. Because they were providing fewer trips, there were unspent FTA 5310 funds and also less non-cash match from reduced service. He suggested that the unspent funds could be shifted to support the mobility management part of the budget.

He said the predicted expenses for each provider had been reduced due to lack of ridership during the pandemic but he had left a cushion of funding in case there was a boost in ridership during the pandemic recovery. Normally, COAST would provide FTA 5307 funds to make up for any lack of FTA 5310 funds. He suggested that the unspent 5310 funds should be used instead so COAST could use the 5307 funds for fixed route operations. The FTA 5307 funds budgeted for SFY21 amount to \$80,015. He added that the 5310 funds cannot be rolled over into future budgets, but the 5307 have more flexibility so this approach made sense for short term budgeting. J. Donald explained that the built-in cushion (based on projected number of trips by provider) that might also be used to support vaccination efforts in the region.

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LEE
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MILTON
NEW CASTLE
NEW DURHAM
NEWFIELDS
NEWINGTON
NEWMARKET
NEWTON
NORTH HAMPTON
NORTHWOOD
NOTTINGHAM
PORTSMOUTH
ROCHESTER
ROLLINSFORD
RYE
SEABROOK
SOMERSWORTH
SOUTH HAMPTON
STRAFFORD
STRATHAM
WAKEFIELD

S. Bogle made a motion to amend the ACT budget to reallocate \$80,015 of budgeted 5310 purchased transportation funds to mobility management in the ACT budget.

Seconded by S. Reynolds

Vote: unanimous in favor via roll call vote

5) SFY22 & SFY23 5310 Budget Approval {VOTE}

J. Donald presented the draft budget with proposed changes for fiscal years 2022 and 2023 combined. He explained that the committee would be voting on the FTA 5310 funded portion of the budget, not the FTA 5307 funds which aren't in question until the federal fiscal year in October. J. Donald reviewed expense and revenue items and many items were not drastically different from the current budget, but some adjustments were made based on expected continued ridership changes from COVID-19. One assumption is that Ready Rides will only be generating enough in-kind match for themselves, when in previous years they generated surplus match. The SFY21 budget was designed to be overmatched due to a misunderstanding about the State Operating Support. Since the SFY22-23 budgets adhere to the 80/20 split, the budget is more constrained.

J. Donald explained that the budget also assumes a certain level of STBG funds that are yet to be determined by the state and will be incorporated into the budget in the future.

S. Reynolds made a motion to approve the draft budget as presented and submit it to NHDOT.

Seconded by B. Smith

Vote: unanimous in favor via roll call vote

6) Surface Transportation Block Grant

The SCC asked that the RCC's review the proposed regional allocations of STBG funding that NHDOT is making available, matched by toll credits, to support Regional Mobility Managers statewide. J. Donald explained that the regions all vary a great deal in size and population so that it is difficult to come to an agreement as to how best to divide the funds. The State has encouraged regions to collaborate if necessary, to hire 1 person who would support 2 or 3 smaller regions. For region 10, dividing the funds based on the census model are most advantageous, but dividing the pool 6 ways works well and fits our current budget draft. Dividing the pool 7 ways would increase the amount of 5307 funds that COAST would need to flex by about \$10,000.

7) Public Comment

No members of the public brought comments forward.

8) Adjournment

F. Roberge made a motion to adjourn

Seconded by B. Smith

Meeting adjourned at 9:50am