

General Membership Meeting

Minutes – February 20th 2019 - 9:00am,

McConnell Center, Dover

The meeting was called to order at 9:13

1) Welcome & Introductions

Members Present: Pamela Becker (Community Partners), Scott Bogle (RPC), Colin Lentz (SRPC), Rad Nichols (COAST), Cheryl Robicheau (Strafford CAP)

Staff Present: Jeff Donald (COAST)

2) Approval of Meeting Minutes (1/9/19 meeting) {VOTE}

S. Bogle made a motion to approve the January 9th minutes as written
Seconded by P. Becker

3) SFY20 5310 RCC Program Grant {VOTE}

J. Donald provided two alternatives for the State Fiscal Year 2020 FTA 5310 RCC grant. Previous budgets had separated out purchase of service and formula funds (for administration), but now NHDOT is asking for an integrated budget (under the “5310 RCC program”).

He said there was no specific guidance from the state for dividing proposed \$325,384 between operating costs (POS) and formula funds. J. Donald noted that the proposed budget had \$180,000 for purchased transportation with the balance going to other services. He described elements in the proposed budget for FTA and matching funds, current and potential foundation grants to match federal funds. J. Donald noted that the only difference between the two budgets being reviewed was \$25,000 for a new website (version 1).

R. Nichols noted that if State funds were secured for public transit operating (as proposed in NHDOT’s budget submitted to the Governor), that would include an additional \$35,000 for the ACT budget.

J. Donald pointed out specific items in partner support, with specific programs broken out. All contributions from providers under partner support are cash. The match for transportation services is in-kind. Under expenses, J. Donald noted a wage increase due to a new staff member for TripLink and reviewed the funds for purchased transportation allocated to each ACT provider.

J. Donald reviewed proposed budget version 2, which includes the \$25,000 for a new ACT website. \$20,000 in 5307 capital would come from COAST, with \$5,000 in local match. He noted that the website doesn’t affect the grant application, but he wanted to show that it was on ACT’s radar.

J. Donald noted that the \$5,000 in website matching funds was in the “Unsecured match” line item. R. Nichols explained that the website would be a valuable tool for creating a secure site for a universal application for clients looking for rides in the ACT region.

P. Becker asked how ACT was going to find the unsecured funding for projects like the website.

J. Donald explained that COAST said they can make up difference if needed, but we’ll have to go to partner agencies and potential funders first. He will continue applying for any applicable grants. A grant has been submitted to the Hesed Foundation and an LOI was submitted to the Tufts Health Plan Foundation.

J. Donald noted a typo in the budget: Rockingham Nutrition MOW was under by \$500. He said he would correct that (bring the MOW total up to 6,000), and decrease "Info and Referral" section by the same amount (its total up to \$3,248).

S. Bogle made a motion to approve the proposed budget (version 2) with funds for website development with assumption that we can find matching funds.

Seconded by C. Robicheau

Vote: Unanimous in favor

4) Information Exchange

J. Donald explained that Meri Schmalz's last day as the Volunteer Coordinator of Ready Rides was the previous Friday. He said they had received about 20 applications for replacements and had already completed interviews.

C. Lentz noted that Strafford RPC had just held a strategic planning retreat to identify the commission's organizational priorities and goals. He said commissioners had expressed a desire for the commission to increase its engagement of state and local decision-makers, to advocate for transportation issues, and provide input on transportation policy and legislation. R. Nichols noted that funding for senior transportation was a major topic for many state legislators.

S. Bogle noted that the timing was not good for impacting the Governor's budget, but it was good for engaging the legislature as they review and edit the 2020 budget.

R. Nichols noted that COAST had been investigating the possibility of getting a line of credit during the federal shutdown. He said they had almost closed on line of credit before shutdown ended, but in the end it was good that they hadn't closed. Because the Federal government owns 80% or more of COAST's assets, COAST didn't have the authority to use assets for collateral. R. Nichols said he had reached out to Senator Watters about legislation to enable COAST to do that if another shutdown in the future and that the FTA was very helpful on line of credit questions and recovering after the government shutdown ended.

R. Nichols explained that he had been appointed to the new Statewide Multimodal Transportation Committee that was formed by the Governor (it was reformed from the original Statewide Rail Transit Authority).

5) Public Comment

No public comments were brought forward.

6) Adjournment

S. Bogle made a motion to adjourn

Seconded by P. Becker

The meeting was adjourned at 9:51