

**Sandown Senior Affairs  
Transportation Program  
Meeting Minutes**

**Meeting Date:** 5/1/18

**Meeting time:** 7:04 pm

**Meeting location:** Sandown Town Hall

**Meeting called by:** Regina Wilson

**Secretary of Minutes:** Heidi Costanzo

**Attendees:** Regina Wilson, Heidi Costanzo, Ron Dunbar, Scott Bickford, Colleen Donovan, Duane Butts, Paul Godin, and Sue Godin

**Guests:** Penny Williams from the Tri Town Time attended the meeting in order to write up an article regarding the SSATP services. Carol Busby attended as a new volunteer driver.

**Review of previous minutes:** Reviewed and approved March minutes as written.

**Treasurer's Report:**

Ron reported the SSATP account balance is \$20,825.85. Donations total for 2 months: Lon Kercinas - \$40, Elaine Quinn - \$34. SSATP unanimously accepted the 2 donations.

**Trips and Miles:**

Scott presented a new spreadsheet in Google Docs to track everything related to the SSATP including form responses, trips, drivers. The police department has a Google Form for Ride Requests. This streamlines all the data in order to track miles and reimbursements more accurately and alleviates a lot of responsibility from the police department and the volunteer drivers.

**Open Discussion:**

**Brochures:** Looking to update and downsize in order to make less expensive to produce and to provide convenient, to-the-point information of the SSATP services. The SSATP is providing rides only for medical and dental appointments (and related trips, such as to the pharmacy) only. Carol Busby has offered to revise the brochure.

**Phone Number:** Scott began looking into a devoted phone number for SSATP. This would help alleviate calls from police department. (603) 887-RIDE is available from Granite State Communications for \$60/month. Scott worked with Granite State for a less expensive avenue and came up with the possibility of getting the number as a land line and then porting it to a cell phone but the totals for that are still under discussion. The Committee discussed putting the telephone number on an advertising magnet for the driver's car.

**Next Meeting Date: 6/5/18 at 7 PM**

**Meeting Adjourned at: 8:17 PM**

Respectfully Submitted,

Heidi Costanzo, Secretary