



CITY OF CONCORD

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MINUTES

Public Transportation Subcommittee of the Transportation Policy Advisory Committee

April 18, 2017, 6:00 PM
2nd floor Conference Room
City Hall, 41 Green Street, Concord, NH

Members Present:

Sheila Zakre, Chair
Dean Williams (CNHRPC)
Pat Hutchins

Staff and Guests:

Rob Mack (Traffic Engineer)
John Stoll (Senior Planner)

Members Absent:

Dick Lemieux
Brent Todd
Cathy Wyrenbeck

1. Call to Order

The Chair called the meeting to order.

2. Approval of Minutes

The minutes of the March 21, 2017 meeting were approved (motion-Zakre; second-Williams; unanimous).

3. Referrals - None

4. Public Comment - None

5. Updates/Old Business

a. Bus Stop Snow Maintenance

As discussed at the last meeting, attendees concurred to refine a recommendation to make snow-clearing a high priority, akin to the downtown area, at the top-ten CAT bus stops based on usage. A top-ten list of bus stops was prepared by Dean Williams based on 2015 and 2016 ridership surveys. Four of the stops (State House, Eagle Square, Main/Pleasant and Pleasant/Main) are already in the downtown 'high priority' sidewalk plowing area and need no further consideration. Two of the stops (Washington Street and Bog Road) were on 'school priority' plow routes along Fisherville Road; a recommendation was made to upgrade snow-maintenance at both stops to

'high priority.' Three of the stops were along 'normal priority' sidewalk routes (Morningstar and Gates Street on Loudon Road, and the Memorial Field stop on S. Fruit Street); a recommendation was made to upgrade snow-maintenance of these three stop areas to 'high priority.' A tenth location (Ormond Street at Prescott Street) was deemed acceptable at its 'normal' sidewalk priority due to the low-traffic nature of this local street. In total, attendees recommended five bus-stop locations for high-priority' snow clearing.

The Chair offered to present the subcommittee's recommendation to TPAC at its April 27, 2017 meeting. If TPAC concurs, it is hoped that TPAC would communicate the recommendation to City Council for their consideration.

b. CAT Vehicle Replacement Program

As noted in the CAT Quick Report, the bus procurement request was rebid because of several specification items that were protested by the original bidder (kneeled height, departure angle and aluminum skin thickness on roof). The new bid request is out and responses are anticipated by the end of May 2017.

c. CAT Quick Report – Attendees reviewed the CAT Quick Report for March 2017 and related CAT ridership statistics. Highlights included: continued CAT coordination with NHDOT on the new bus purchase as well as planning for RLS's CAT Bus Service Study; advertising for driver positions; and assistance by the Travel Trainer in servicing CAT ticket outlets in Concord. Attendees also reviewed trends in CAT ridership numbers since 2014. An apparent dip in ridership for the month of February 2017 was noted, although this trend seems consistent with past Februaries.

d. NHDOT's CAT Bus Service Study

Dean Williams noted that NHDOT has finalized the contract for the study with consultant RLS. RLS will begin work on the study around May 1 and should be completed by around September 30, 2017. He provided an overview of the study tasks and anticipated work products. He also noted that a Request for Qualifications was posted today for a study of a potential Franklin-Concord service route.

6. Other Discussions - None

7. New Business

a. Pat Hutchins noted that due to an evening conflict she would be unable to attend future TPAC-PT meetings at the typical 6:00 PM start. On a similar topic, Larisa Djuvelek-Ruggiero had emailed the subcommittee a CAT bus-patron request to consider scheduling TPAC-PT meetings to end by about 5:30 PM so that they could attend the meeting and still catch a return trip home on the bus before the end of the CAT service time. The Chair offered to explore the option of meeting at an earlier time.

b. Dean Williams led a discussion on potential funding opportunities for the Taxi-Voucher Program.

8. Upcoming Meetings

The next regular meeting is scheduled for May 16, 2017 at 6:00 PM, subject to any changes that might result from Item 7a above.

9. Adjourn

The meeting was adjourned by unanimous consent at about 7:30 PM.