

September 17, 2013
Meeting Minutes

**Transportation Policy Advisory Committee
Public Transportation Sub-Committee**

Members Present:

Councilor Jennifer Kretovic, Chair
Brent Todd
Dick Lemieux
Laura Aibel (Staff Representative)

Members Absent:

Ken Hazeltine
Ruairi O'Mahony
Ed Roberge (Staff Representative)
Steve Henninger (Staff Representative)

Others Attending:

Jim Sudak

I. Call to Order/Introductions

Ms. Kretovic called the meeting to order and reviewed the agenda.

II. Approval of Minutes

Notes from the August 20, 2013 meetings were approved.

III. Public Comments

Mr. Curdie asked the subcommittee what, if any policy CAT has for e-cigarettes and cell phone usage on their vehicles. Mr. Sudak responded that e-cigarettes are prohibited, same as regular cigarettes and cell phone use is permitted unless it's disruptive.

Mr. Curdie asked if Saturday service is planned during the fall holiday season. Mr. Sudak responded in the affirmative, providing funding remains available.

Mr. Curdie asked if CAT has schedules for the Manchester Transit Authority's(MTA) service to the bus station on Stickney Ave. Mr. Sudak will ask MTA for schedules and make them available on CAT vehicles.

Mr. Lemieux asked how ridership has been on the service between Manchester and Concord. Nobody had an answer.

Mr. Curdie mentioned he has observed the Heights bus has not pulled into the Market Basket parking lot on Storrs St Twice, the bus has not even shown up on Storrs St. Mr. Sudak will speak with the driver. CAT is considering using GPS tracking on their vehicles to keep better track of their locations.

Councilor Kretovic asked about ADA accessibility at the bus stop located on the southbound side of Storrs St. near Market Basket. Mr. Sudak replied that somebody needing to board a CAT vehicle via an ADA compliant bus stop at this location would have to call the Paratransit Services.

IV. Referrals

There were no council referrals this month.

V. Updates/Old Business

- i. Ridership Report** – Mr. Sudak distributed the ridership reports. Ridership was up in August. Mr. Curdie mentioned McKenna House on South Fruit Street now has a van which transports its residents instead of providing vouchers for CAT. The diversion of these riders has caused some drop in the ridership of the Crosstown Route.

ii. **CAT Quick Report** – Mr. Sudak distributed the Quick Report. Rides provided by the Volunteer Rider program continues to rise. There is some question about whether the ridership numbers in the report are accurate. Currently, the drivers will report a single ride even if they pick up additional passengers along the route. The subcommittee thought each passenger should count as a single ride.

iii. **CAT Monthly Productivity Report**

Mr. Sudak provided the subcommittee with the most recent monthly productivity report. It was noted that the cost per rider varies quite a bit from month to month. Mr. Sudak explained the variations are due to non-monthly payments for expenses such as insurance. Councilor Kretovic would be interested in seeing this summary compared between two years.

Mr. Sudak will provide the subcommittee the cost per rider for other Public Transportation Systems in New Hampshire, as provided by NHDOT.

VI. New Business

i. **Adopt a Bench Program** – Because of the continuing requests for benches at bus stops, Councilor Kretovic wondered if CAT could look into an “Adopt a Bench” program for private businesses to sponsor. Ms. Aibel will research the potential for advertising on such benches as an incentive to provide the benches on the business’s land.

ii. **CAT Outreach** – The Mobility Manager and Travel Trainer are scheduled to attend NHTI’s Vendor Fair later this month. The Travel Trainer also plans to visit CCTV to learn how to create instructional videos for new transit customers.

VII. Other Discussions

i. **Reserved for CIP/Private Development Projects**- There was no update this month.

ii. **CAPBMCI/CAT Staff Updates** – Mr. Sudak continues to look for a new Mobility Manager and one driver.

VIII. Adjournment

The meeting adjourned at 7:15 PM.