

CITY OF CONCORD
PUBLIC TRANSPORTATION SUBCOMMITTEE
of the
TRANSPORTATION POLICY ADVISORY COMMITTEE
MINUTES OF April 6, 2021

The Public Transportation Subcommittee of the Transportation Policy Advisory Committee (TPAC) met at 12:00 p.m., on April 6, 2021. Due to the Covid-19/Coronavirus Pandemic and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, the Public Transportation Subcommittee was authorized to meet electronically. The City of Concord utilized the WebEx platform for this electronic meeting. There was no physical location to observe and listen to the meeting, which was authorized pursuant to Governor Sununu's emergency Order #12 pursuant to Executive Order 2020-04. All members of the Committee had the ability to communicate during this meeting through the WebEx platform, and the public had access to listen and participate in this meeting as necessary.

Attendees: Terri Paige, Chair
Dean Williams
Dick Lemieux
Councilor Brent Todd

Absent: Rebecca McWilliams

Staff: Karen Hill, Transportation Engineer
Dave Cedarholm, City Engineer

Guests Present:
None

1. Call to Order

The Chair called the meeting to order at 12:07pm.

2. Introduction of invited guests and potential new members

No introductions required

3. Approval of Minutes

The minutes of the February 12, 2021 meeting were approved. (Motion – Todd; Second –Williams; Unanimous)

4. Referrals- None

5. Public Comment - None

6. Updates/Old Business

a. CAT Quick Report

Terri Paige briefly reviewed the March CAT Quick Report and presented the March CAT Ride Data Reports. There was discussion about what the Quick report could look like going forward. Terri will be cleaning up the COVID-19 update section to make it more current. She noted that research is underway now for the procurement of air cleaners for the vehicles.

Terri gave an update on the security camera system that was installed and that is working well so far.

b. NHDOT's CAT Bus Service Study

Terri reported that based on the data from the trial runs done on the proposed routes it was determined that in order to add service out to Manchester Street an additional bus would be need to be put into service. Because there is not enough additional funding available in the budget it was decided to do some adjustments to the existing routes instead of adding the additional service area. The changes would be to take the hospital loop off the Penacook route and put it onto the Crosstown route. This would allow all of the routes to align for transfers and reduce headways to 45 minutes on all of the routes. Dean suggested that service be continued on South street and S. Fruit street. Terri noted that those areas could be served by both the demand response vehicles, or by requested deviations, as the Crosstown bus is currently doing for DHHS at Terrill Park. She will make sure that providing regular service will also be considered and timed. Discussion of the development of the Stickney Ave property took place.

c. CAT Vehicle Replacement Program

Shepard Bros. reports that the delivery of ordered Cut-Away vehicles is now pushed out by at least 6 months. The delivery date of the last 27 passenger Passport vehicle has been moved out to August of 2021. We have received word from both retail businesses that the manufacturing process is still being affected by the pandemic.

d. Bus stop location adjustment 95 Village St

Karen presented drawings showing the updated proposed relocation of the CAT bus stop located at 95 Village street in Penacook. It has been shifted south of the existing location. The neighbors have been contacted to let them know about the proposed location, since it will be closer to their driveway. They have not responded to requests for discussion. Everyone agreed that this new location seems to make much more sense.

e. Relocation of North Main Street outbound bus stop (Homeless Resource Center)

Karen will be checking in with General Services to make sure that it's on their radar to move the sign. Terri will work with the mobility manager and CNHRPC to get Google maps updated with the new location. Terri will coordinate with General Services to get a notice out to riders about the change before it happens.

7. Other Discussions

a. Fare Structure

Terri reported that in FY 2019 the amount of fares collected was \$74,269. FY 2020 was \$20,787. Fares were suspended the second week of April in FY 2020, so 2.5 months when no fares were collected. Terri will be using the FY 2019 amount to base her fundraising efforts goals on. She will be putting in grant requests with the NH Charitable Foundation and other grant and donation organizations. She will also be approaching business destinations like Market Basket, Hannaford, Walmart, Etc. There was discussion of the submission of the funding request that went to City Council for the budget process. Terri will get the request that was submitted out to subcommittee members for their review.

b. Concord to Laconia Inter-City route

Terri reported that she submitted a funding request for the proposed route for FY 2023. The route would run from Penacook to Laconia via Route 3 through Boscawen, Franklin, Tilton. If approved, the funding would begin in July of 2022. Counselor Todd reports that Market Basket is anticipating opening the new store at Exit 17 in the fall of 2022.

c. Bus Shelter Cleaning and Winter Maintenance

Terri reports that the bus shelters were cleaned again in March. A new vendor was contracted and 8 of the 9 bus shelters in the city were cleaned. They did not clean the State House shelter because General Services takes care of that one downtown. The shelters have signs noting they were recently cleaned. She reports that cleaning will continue as long as the weather and funding allows.

8. New Business

a. Manchester Street bus stops

Because construction of the Manchester Street improvements will not take place until 2027. The current plans for the bus stops will be shelved. Once the construction date gets closer, inclusion of bus stops can be made at that time.

b. Rebranding and Marketing

Terri shared the draft schedule for the new logo and color scheme that the consultants have created. Everyone liked the new look. Terri reported that once the lay-out is finalized a small batch will be printed up and distributed.

9. Upcoming Meetings

The subcommittee agreed to set the next virtual meeting for May 4th, 2021 (first Tuesday of the month) at 12:00pm.

10. Adjourn

The meeting was adjourned at 1:19 p.m. (Motion – Todd Second –Williams; Unanimous)