

**CITY OF CONCORD  
PUBLIC TRANSPORTATION SUBCOMMITTEE  
of the  
TRANSPORTATION POLICY ADVISORY COMMITTEE  
MINUTES OF APRIL 16, 2019**

The Public Transportation Subcommittee of the Transportation Policy Advisory Committee (TPAC-PT) met at 5:30 p.m., on April 16, 2019, in the Second Floor Conference Room, City Hall, 41 Green Street.

Attendees: Sheila Zakre, Chair  
Dick Lemieux  
Rebecca McWilliams

Absent: Councilor Brent Todd  
Dean Williams

Staff: Rob Mack, Traffic Engineer  
Jim Sudak, CAT

**1. Call to Order**

The Chair called the meeting to order.

**2. Approval of Minutes**

The minutes of the January 15, 2019 meeting were approved as submitted (Motion-Zakre; Second-Lemieux; Unanimous).

**3. Referrals - None**

**4. Public Comment - None**

**5. Updates/Old Business**

**a. CAT Quick Report**

Jim Sudak presented the March 2019 CAT Quick Report. Key items included: N. Main Street bus stops at Eagle Square and Park Street have been temporarily relocated to Storrs Street under the state parking garage because of the Main Street crosswalk construction; the CAT web site and 'service alert' notification is working well; and CAT is still having difficulty hiring both full and part-time drivers.

**b. NHDOT's CAT Bus Service Study**

Rob Mack noted that RLS findings and recommendations were not yet available. Staff will continue to follow up with NHDOT on the status of the study.

**c. CAT Vehicle Replacement Program**

Jim Sudak was informed by NHDOT that the third Eldorado Passport fixed-route bus and one demand-responsive ADA bus should be delivered by December 2019. After this delivery, CAT will have the bus-stop announcement system set up in all three fixed-route buses.

## 6. Other Discussions

Dick Lemieux led a discussion of the NHDOT's use of 'toll credits' to fulfill their 20% state-match required for Federal highway funds. The use of toll credits has been applied to both NHDOT and selected municipal transportation projects. The NHDOT has stated that all federal projects in the current Ten Year Plan are proposed to use toll credits. A bill currently in the Legislature proposes to use toll credits as match for FTA funding for commuter rail, suggesting that toll credits can be used to match FTA funding for other transit projects as well, including CAT. CAT's current proposed budget application for FY2020 included an approximate \$171,000 city contribution and a \$62,000 CAP-BM contribution to CAT's 20% match for FTA funds. The use of 'toll credits' in lieu of these local contributions could save substantial local funds. Attendees concurred that the option was worth exploring with NHDOT. It was suggested that this option should be discussed next week with TPAC. It was felt that 2020 budgets are already in the process of being developed, so that any potential use of the toll credit option might be applicable to agencies' budgets for the following fiscal year.

The Chair inquired as to the issue brought up last month about cleaning the Park Street bus shelter of the build-up of adhesive tape from years of poster placements. It was suggested that the City's 'Report a Concern' link on its web page be used to report the issue.

The Chair suggested that upcoming TPAC-PT agendas include a 'legislative update' discussion in Item 5 above. This forum would be to discuss current or proposed state legislation related to transportation.

Jim Sudak noted that he cannot participate this year in CommuteSmart's NHDOT Community Technical Assistance Program grant as was discussed at TPAC-PT's last meeting. The grant is available for use over the next few years, so CAT participation might be reconsidered in the future.

## 7. New Business

- a. None

## 8. Upcoming Meetings

The next scheduled meeting is May 21, 2019 at 6:00 PM. Attendees concurred to move the start time of this meeting, and all subsequent meetings, from 5:30 to 6:00 PM to better accommodate members' schedules.

## 9. Adjourn

The meeting was adjourned by unanimous consent at about 7:15 p.m.