



CITY OF CONCORD

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MINUTES

Public Transportation Subcommittee of the Transportation Policy Advisory Committee

June 27, 2017, 3:30 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:

John Stoll (Senior Planner)
Jim Sudak (CAT)

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 May 16, 2017 meeting were approved (motion-Zakre; second-Hutchins; unanimous).

3. Referrals - None

4. Public Comment - None

5. Updates/Old Business

a. Bus Stop Snow Maintenance

The Chair had nothing new to report.

b. CAT Vehicle Replacement Program

Jim Sudak noted that the bus procurement re-bid had received two bids. NHDOT is waiting to receive "Buy America Certificates" before the bid can be awarded. The results should be known the first week of July.

c. CAT Quick Report

Attendees reviewed the CAT Quick Report for May 2017 and related CAT ridership statistics. Jim Sudak noted that Ralph Littlefield announced his upcoming retirement as Executive Director of Community Action Program Belknap-Merrimack Counties, Inc. The Board of Directors is actively seeking Mr. Littlefield's replacement. CAT is currently seeking to fill two vacant positions: 1 Driver and 1 Afternoon Dispatcher. Committee members discussed the Volunteer Driver Program.

d. NHDOT's CAT Bus Service Study

Dean Williams reported RLS has finalized the user survey forms for both the public and bus riders. Surveys will be conducted in July. The survey now includes recommendations previously suggested by TPAC-PT.

6. Other Discussions

a. Potential Use of Taxi Voucher Program

At the request of the Chair, discussion continued on the potential use of Taxi Voucher Program funds for Concord-area travel. Dean Williams reported that there is some potential for a "pilot" program and that he has met with some organizations but no progress has been made at this point. Merrimack County Corrections currently has a contract for a taxi voucher program. Further discussion needs to take place with the RCC. TPAC-PT members discussed the potential challenges for administration of a taxi voucher program.

7. New Business - None

8. Upcoming Meetings

The next meeting will be scheduled for July 25, 2017 at 3:30 PM.

9. Adjourn

The meeting was adjourned by unanimous consent at about 5:20 PM.