



# CITY OF CONCORD

*New Hampshire's Main Street™*

## MINUTES

### Public Transportation Subcommittee of the Transportation Policy Advisory Committee

September 19, 2017, 4:00 PM  
Horseshoe Pond Place – Community Resource Room  
26 Commercial Street, Suite 105, Concord, NH

**Members Present:**

Sheila Zakre, Chair  
Dean Williams (CNHRPC)

**Members Absent:**

Dick Lemieux  
Brent Todd  
Cathy Wyrenbeck

**Staff and Guests:**

Rob Mack (Traffic Engineer)  
Ed Roberge (City Engineer)  
John Stoll (Senior Planner)  
Jim Sudak (CAT)

**1. Call to Order**

Attendees participated in the CAT Bus Service Study public meeting which began at 4:00 PM. Discussion notes related to the public meeting will be included in the CAT study report. Following the conclusion of the public meeting at 5:25 PM, the Chair called TPAC-PT meeting to order.

**2. Approval of Minutes**

The minutes of the August 22, 2017 meeting were approved with minor amendment (motion-Zakre; second-Sudak; unanimous).

**3. Referrals - None**

**4. Public Comment – None.** Public comments received during the prior CAT public meeting, as noted in Item 1, would be summarized in the CAT study final report.

**5. Updates/Old Business**

**a. Bus Stop Snow Maintenance**

The Chair reported that she had met with the City Manager to discuss TPAC's recommendation to have the city provide priority snow-maintenance in the areas around the ten highest-use bus-stop locations. The Manager suggested that the potential additional time and cost to do this

would need to be investigated. For starters, he would ask General Services how much time it takes the Main Street crew to clear the sidewalk areas at the four downtown bus stops as was initiated last winter.

**b. CAT Vehicle Replacement Program**

Jim Sudak noted that delivery of the first two buses was anticipated in spring 2018. Ed Roberge noted that City Council would be considering appropriation of the city's funding match for these two vehicles on October 10, 2017.

**c. CAT Quick Report**

A CAT Quick Report was not available, although August 2017 CAT ridership statistics were distributed. Jim Sudak noted that CAT had collaborated with CNHRPC to compile an updated CAT boarding and alighting survey. The survey results will be incorporated into the CAT Bus Service Study (Item 5d, below).

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

Dean Williams reported that RLS continues work on the study, and that tonight's CAT public meeting was part of that study. Ongoing data collection efforts were noted in Item 5.c, above.

**e. CNHRPC's Franklin-Concord Transit Feasibility Study**

Not discussed.

**6. Other Discussions - None**

**7. New Business - None**

**8. Upcoming Meetings**

The next meeting will be scheduled for October 17, 2017 at 6:00 PM. The Chair suggested that consideration be given to planning two or three subcommittee meetings each year at a different venue, such as on the Heights, to potentially attract public attendees that might not otherwise travel to the committee's usual city hall location.

**9. Adjourn**

The meeting was adjourned by unanimous consent at about 5:50 PM.