



CITY OF CONCORD

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MINUTES

Public Transportation Subcommittee of the Transportation Policy Advisory Committee

July 25, 2017, 3:30 PM
2nd floor Conference Room
City Hall, 41 Green Street, Concord, NH

Members Present:

Sheila Zakre, Chair
Dean Williams (CNHRPC)
Dick Lemieux

Members Absent:

Brent Todd
Cathy Wyrenbeck
Patricia Hutchins

Staff and Guests:

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

1. Call to Order

The Chair called the meeting to order.

2. Approval of Minutes

The minutes of the June 27, 2017 meeting were approved (motion-Williams; second-Zakre; unanimous).

3. Referrals - None

- 4. Public Comment** – Karen Davies, a CAT patron, wanted to pass on a compliment to CAT regarding its newly-hired bus driver, David Heisman. On another topic, she noted that it was difficult to see out of the windows of CAT buses. Jim Sudak noted that the advertising ‘bus wraps’ do reduce visibility somewhat, but that CAT receives about \$65,000 annually in ad revenue from the wraps which is used as ‘matching funds’ for additional Federal funding. Several attendees felt that CAT’s substantial revenue benefits from the wraps act to offset the limited window visibility.

5. Updates/Old Business

a. Bus Stop Snow Maintenance

The Chair plans to draft the subcommittee's recommendation for prioritized snow clearing at CAT's top-ten bus stops for TPAC consideration.

b. CAT Vehicle Replacement Program

Jim Sudak noted that the bid for procurement of two new buses was awarded to Alliance Bus Corporation. Delivery of the new buses is expected within 270 days (about 9 months). The purchase of the third new bus is anticipated later this year subject to funding approval in NHDOT's FY2018 budget. Jim Sudak will provide Ed Roberge with the exact amount of the recent bus purchase so that an appropriation request for city-match funds can be prepared for City Council consideration.

c. CAT Quick Report

Attendees reviewed the CAT Quick Report for May 2017 and related CAT ridership statistics. Jim Sudak noted that CAT has recently filled its two vacant driver positions. CAT staff is temporarily handling the duties of the Mobility Manager until a replacement can be found. The Chair noted that the CAT website was difficult to negotiate due to an apparent malware issue. Jim Sudak noted that the site was recently damaged in a hack attack and restoration efforts have not yet been successful. CAP-BMCI is constructing a new web site in the coming months and plans to include the CAT site. Attendees concurred that it might be better to shut down the infected site in the short term if it cannot be fixed. A site such as Facebook might be an option to post schedules and other information in the short term until the CAP-BMCI site is completed.

d. NHDOT's CAT Bus Service Study

Dean Williams noted that the study is ongoing but there was nothing new to report.

e. CNHRPC's Franklin-Concord Transit Feasibility Study

Dean Williams noted that Steadman Hill Consulting had recently completed the study. He shared some of the findings of the currently-draft study report, including a finding that there is a limited, albeit small, demand for such a potential bus route. Attendees questioned whether the apparently-low ridership estimates could justify the cost of a full-service transit route. Several attendees offered to review the draft report further and provide additional feedback at the next meeting.

f. Potential Use of Taxi Voucher Program

Attendees continued the discussion from last month. Dean Williams noted that the administrative burden to manage such a Federally-funded program was a typical agency concern versus the monetary benefits received by users. The funding available each year cannot be used for administrative costs. Riders must also be pre-approved by the administrative agency (yet another cost) to establish eligibility for receiving vouchers. It was suggested that currently-approved ridership for, say the CAT Paratransit Program, might meet this eligibility requirement without needing further reviews. Jim Sudak noted that there are only about 30 riders currently registered with CAT's paratransit program.

6. Other Discussions

Long-time member Tricia Hutchins submitted her resignation from the subcommittee on July 23, 2017 due to a schedule conflict with other personal commitments.

7. New Business – None

8. Upcoming Meetings

The next meeting will be scheduled for August 22, 2017 at 3:30 PM.

9. Adjourn

The meeting was adjourned by unanimous consent at about 5:10 PM.