

April 30, 2013
Meeting Notes

**Transportation Policy Advisory Committee
Public Transportation Sub-Committee**

Members Present:

Jennifer Kretovic, Chair
Brent Todd
Laura Aibel (Staff Representative)
Steve Henninger (Staff Representative)

Members Absent:

Ken Hazeltine
Dick Lemieux
Ruairi O'Mahony
Ed Roberge (Staff Representative)

Others Attending:

Ralph Littlefield
Kevin Curdie

I. Call to Order/Introductions

Ms. Kretovic called the meeting to order and reviewed the agenda.

II. Approval of Minutes

Due to a lack of quorum, action on the minutes from the March 19, 2013 meeting was postponed.

III. Public Comments

Ms. Kretovic asked CAT representatives about the issue of rider personal hygiene on vehicles. Mr. Sudak is reaching out to other systems to determine how to handle the situation of no restrooms.

Mr. Curdie made some observations and had questions

- There is a "bus stop" sign at the intersection of Pleasant and Pine Streets. Is this an official bus stop?
- The prison bus stops do not have signs.
- Trolley #1 door wouldn't close.

IV. Referrals/ City Council Actions/April Letters

The subcommittee received three letters from Mr. Sudak regarding two incidents and one request for bus shelters. The subcommittee reviewed the letters as points of information. Ms. Kretovic reiterated the need for CAT staff to conduct themselves in the highest professional manner at all times. The incidents were considered closed at this time. The request has been addressed and is also considered closed.

V. Updates/Old Business

- i. DOT updated budget/city budget schedule-** Mr. Littlefield distributed updated copies of CAPBMCI/CAT's FY014 Attachment A and Exhibit B portions of the NHDoT budget request. Lengthy discuss followed regarding CAPBMCI's application to NHDoT as it relates to budget cuts to 5311 funding and congressional sequestration. The proposed revisions include eliminating the Director of Transportation position in order to maintain the same level of service provided in FY2013. NHDoT has cut funding for preventing maintenance and the capital match. Mr. Littlefield stated there is still no official notice regarding cuts to funding due to sequestration.
- ii. Boarding and Alighting Study- Draft-** Due to time constraints, the study was not discussed.

- iii. **3rd Quarter Report** – Ms. Kretovic requested this report be distributed at a later date and approved electronically.
- iv. **CAT Quick Report**- Mr. Sudak distributed the CAT Quick Report. Mr. Littlefield noted the increase in rides provided each month by the volunteer driver program. This program helps to relieve the pressure on the Senior Transit portion of CAT’s system.
- v. **Downtown Streetscape Improvement Project** – There was no official update this month.

VI. NEW BUSINESS

- i. **Budget hearing**- Ms. Kretovic expressed a need for CAT and some members of the subcommittee to gather prior to the City Council Budget Public Hearing scheduled for June 3, 2013. The subcommittee decided to cancel the May 14, 2013 meeting and reschedule for May 28, 2013 to allow the maximum amount of time for NHDOT to receive final budget decisions from FHWA.
- ii. **Other New Business** –
 - 1. RESERVED- New development and Capital Improvement Projects
 - 2. CAPBMCI/CAT Staff Updates – CAT has a full complement of drivers at this time.

VII. Adjournment

The meeting adjourned at 7:30PM.