



CITY OF CONCORD

New Hampshire's Main Street™

MINUTES

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

June 19, 2018, 5:30 PM
2nd Floor Conference Room
City Hall, 41 Green Street, Concord, NH

Members Present:

Sheila Zakre, Chair
Dean Williams (CNHRPC)
Karen Davies
Dick Lemieux

Staff and Guests:

Rob Mack (Traffic Engineer)
Dave Cedarholm (City Engineer)
Jim Sudak (CAT)

Members Absent:

Brent Todd

1. Call to Order

The Chair called the meeting to order.

2. Approval of Minutes

The minutes of the April 17, 2018 meeting were approved as submitted (Motion-Zakre, Second-Davies, unanimous).

3. Referrals - None

4. Public Comment – None.

5. Updates/Old Business

a. CAT Web Site Update

Jim Sudak noted that CAT staff continue to learn WordPress and will be making updates to the new web site as needed.

b. CAT Vehicle Replacement Program

Jim Sudak noted that the two new large buses are in Hudson, NH for final fitting. They are anticipated to be put into service by August. There was some discussion about CAT's

consideration of developing a list of bus-stop names that will be added to the electronic ‘spoken’ menu on each bus. An issue is removing select low-use stops from this spoken list for simplicity. The Chair asked that the committee have a follow-up discussion on this item later this summer when CAT’s list is developed.

c. CAT Quick Report

Jim Sudak reported on the CAT Quick Report for May 2018. CAT has hired a temporary driver and is still looking to fill other vacant driver positions. CAT reinstalled the bus schedule holders along Loudon Road. CAT is preparing for temporary bus stop locations that will be needed when Main Street is closed for the annual Market Days event. CAT also approved two of three ADA Paratransit applications received in May.

d. NHDOT’s CAT Bus Service Study

Dean Williams reported that RLS is finalizing a draft Task 1 Report with the initial results of the user and driver surveys. The next part of their study will include recommendations for bus routes, alignments and schedules.

6. Other Discussions

The potential for a press release to advertise the new CAT buses this summer was discussed. Jim Sudak noted that he was planning to park the new buses at State House Plaza for a public viewing event.

7. New Business – FTA Section 5339 Bus & Facilities Program Grant

Dean Williams described the grant program which provides funds for pedestrian and bicycle infrastructure improvements that enhance pedestrian and bicycle access to transit services. The program is administered by the NHDOT with a total of \$200,000 available for state-wide projects this year. Attendees discussed potential projects including: location of bus shelters; bike racks at select bus stops; and reinstallation of CAT’s bus-stop schedule signs city-wide on new posts to face the sidewalks rather than the street. Attendees concurred that the bike racks and the sign relocations would be the most promising applications, as bus stop shelters would likely require acquisition of easements beyond the right-of-way.

CAT, as a transit service provider, would need to apply for the grant. Dean Williams would ask if TPAC Bike-Ped members could assist CAT with the potential applications. Local match funding of 5 to 10 percent would also need to be sought from local businesses or organizations. The application deadline is August 10, 2018.

8. Upcoming Meetings

The next meeting was scheduled for August 7, 2018 with hopes that it could also coincide with CAT’s new bus display planned at the State House Plaza. There will be no meeting in July, and the August 7 meeting will take the place of the otherwise regularly-scheduled meeting date of August 21, 2018.

9. Adjourn

The meeting was adjourned by unanimous consent at about 7:50 PM.