

May 15, 2012
Meeting Minutes

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

Members Present:

Jennifer Kretovic, Chair
Dick Lemieux
Brent Todd
Ken Hazeltine
Kim Murdoch
Ed Roberge (Staff Representative)
Steve Henninger (Staff Representative)
Laura Aibel (Staff Representative)

Members Absent:

Ruairi O'Mahony

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

Minutes from the March 20, 2012 meeting were reviewed and approved.

III. Public Comments

IV. Mr. Curdie indicated the wheelchair lift on the Trolley isn't working. It needs to be operated manually. There are no bike racks on the Trolleys, can they be added? CAT will check with NHDoT about blocking the middle head light in the front and report back to the subcommittee.

V. Referrals

There were no referrals this month.

VI. Updates/Old Business

i. NHDoT Application- Mr. Littlefield has not received any feedback at this time. Mr. Roberge asked for details of the state funding reduction. Mr. Littlefield believes DoT will work to fund this year's applications using three methods, 1. Carryover of unused rural system funds from last year, 2. After reinstating the required 15% for urban systems, transfer unused funds to rural systems and 3. Fund the systems based on system performance.

ii. Route Timing –Mr. Littlefield distributed Mr. Crikelair's route changes and timing. Mr. Crikelair has worked on long term changes to the system, but not short term. CAT does not have the funds to pay Mr. Crikelair \$2,000-\$3,000 for the short term timing changes. The distributed timing calls for 4 buses.

Ms. Kretovic wondered if the long term scenario could be tested on the ten week Saturday Service period. Mr. Curdie noted the last Penacook bus still leaves the State House at 5:30, not allow workers whose day ends at 5:30 to ride the bus. Is there a way to shift the Penacook service back one hour? NHDoT won't allow routes to go straight on Loudon Road because too much residential housing would be missed on Christian Ave.

- iii. Other Old Business
 - 1. CAPBMCI/CAT Staffing Update – No report.

VII. NEW BUSINESS

- i. CAT Quick Report- Mr. Hazeltine asked Mr. Littlefield if any ARRA projects have been dropped. Mr. Littlefield didn't think so. Mr. Littlefield mentioned the Route Matching software has not been implemented because of difficulties with coordinating the different programs.
- ii. JAN-MARCH Productivity Report- Mr. Littlefield requested permission to provide DoT billing detail on a quarterly basis when he provides the productivity report to the subcommittee. It is easier to provide a high level of detail in a single report rather than create multiple reports. Mr. Roberge asked if City of Concord quarterly payments were timely. Mr. Littlefield responded in the affirmative.
- iii. FY2013 CAT Budget Review
 - 1. June 4, 2012, 6:30 PM in Council Chambers
- iv. CAT 3rd Quarter Report to Council- Ms. Kretovic reported the report will be distributed and reviewed electronically by both the subcommittee and TPAC for inclusion in the June 11, 2012 City Council meeting packet.
- v. Other New Business –
 - 1. RESERVED- New development and Capital Improvement Projects – No update.

VIII. Adjournment

MOTION to adjourn was made, seconded and carried.