

**CITY OF CONCORD
PUBLIC TRANSPORTATION SUBCOMMITTEE
of the
TRANSPORTATION POLICY ADVISORY COMMITTEE
MINUTES OF MARCH 7, 2023**

The Public Transportation subcommittee of the Transportation Policy Advisory Committee (TPAC) met at 12:00 noon, on March 7, 2023 in the Second Floor Conference Room, City Hall, 41 Green Street.

Attendees: Terri Paige, Chair
Councilor Brent Todd
Councilor Stacy Brown
Matt Baronas – Regional Planner, CNHRPC
James Ziegra, Disability Rights Center NH

Absent: None

Staff: Karen Hill, Transportation Engineer City of Concord
Alec Bass, Senior Planner City of Concord

Guests Present: Terry Bridges – CAPBM Transportation, Office Manager

1. Call to Order

The Chair called the meeting to order at 12:07pm.

2. Introduction of invited guests and potential new members

The Chair welcomed attendees and brief introductions were made.

3. Approval of Minutes

The minutes of the December 6, 2022 meeting were presented for approval.
(Motion-Baronas; Second-Brown; Unanimous; Abstaining-Todd)

4. Referrals

Question from Hill regarding clarification on protocol for bus stopping any place other than established bus stops. Paige responded that the bus is only allowed to stop at designated bus stops unless directed otherwise for unique circumstances.

5. Public Comment

None.

6. Updates/Old Business

a. CAT Quick Report

Paige provided a summary presentation of the quick report:

- Paige gave a quick update on the struggle to find CDL licensed drivers. Noted the positions currently vacant. Also mentioned two positions currently vacant due to staff out on long term medical leave.
- There was a brief discussion regarding higher than normal ADA Paratransit applications received this quarter. Paige noted that the Mobility Manager and Travel training have been working with some applicants to transition to fixed route services which has been moderately successful. This has eased the request for the ADA Paratransit service. Paige gave an example of how this transition training works and how it impacts customers.
- There was a discussion about the CST senior bus service with attendees requesting clarification on how the service works and who is eligible.

Paige went over the data reports provided. She noted the continuing increases in ridership across all routes.

b. NHDOT's CAT Bus Service Study update

Paige reported that she has reached out to the consultant to restart the route change project and begin the planning process for the proposed expansion route from Penacook out to the new Merchants Way development, the Merrimack County complex and on to Franklin and Laconia. Public outreach will need to happen before we can move forward on actual changes. Paige hopes to have the public hearings begun late fall early winter with changes made in the spring of 2024. Brief discussion ensued regarding some of the proposed route structure and changes. Hill asked about the prospect of getting service out to Manchester street noting that reconfiguring Manchester street is in the 10-year plan which is quickly moving forward. Now might be a good time to get bus top locations into the plan for that reconstruction before final plans are completed.

c. CAT Vehicle Replacement Program

Paige reported that there was not real update on this except that the lead time for getting vehicles has been moved out even further with estimated delivery times being out three years

d. 2020 Census Impact

Paige reported that FTA finally released their decision on redesignations based on the 2020 Census numbers. No changes will be made to the existing Urban Compact including Manchester and Concord. So CAPBM Transportation will remain a 5311 grant sub-recipient. We will not be merged with Manchester or any other provider for the next 10 years.

e. New Service Model – Micro Transit

Paige reported that Teri Palmer the new Statewide Mobility Manager has taken on feasibility of Micro Transit in NH as a project. Paige will work on getting Palmer to a future meeting to present on the subject.

7. Other Discussions

a. Service Expansion- Inter-City Route Concord to Laconia

Paige reported that Merrimack County has provided a grant using their ARRPA funding to provide the match needed to get the route started. CAPBM Transportation staff have laid out the route and have done timing runs. Paige has begun advertising to hire drivers. Once drivers have been hired and the routes schedule has been solidified the route will be launched. Brown asked about bikes on the bus for this route. Paige responded that all of the CAPBM fixed route buses have bike racks that hold two bikes.

b. Alternative to using Storrs Street when Main Street is shut down.

Paige will contact the parking committee to begin the conversation on this.

c. Replacement of bus stop signs which are currently facing the street.

Paige reported that given the plan to redesign the existing city routes it was decided to wait until the new stop signs are procured and are ready to install. At that time Concord General Services will reset the posts to be turned 90 degrees to face the sidewalk.

8. New Business

a. City of Concord support for State operating match for Transit

Paige reported on the advocacy work being done through the NH Transportation Coalition to request that additional operating funds be added to the state budget for this budget cycle. The request is to increase the existing \$200,000 to \$2.75 million. Her request is for TPAC and the City of Concord to provide a letter of support which would go to the State budget committee to add the additional funding to the budget for Transit operating funds. Councilors Todd and Brown suggested that this be brought up for discussion at the next full Council meeting with Paige present to provide information and answer questions. Discussion of dates and when this would need to be voted on in order for it to impact the State budget process ensued. Hill suggested that Paige just bring this directly to the City Manager and Mayor Bouley to get the letter created and submitted. Councilor Todd made the motion that TPAC-PTS supports a resolution made by the City of Concord to support the advocacy effort by NH Transportation Coalition to increase the line item in the State budget for transit operating. (Motion-Todd; Second-Brown; Unanimous)

9. Upcoming Meetings

The subcommittee agreed to set the next meeting for June 06, 2023 (first Tuesday of the month) at 12:00pm.

10. Adjourn

The meeting was adjourned at 1:25 p.m. (Motion – Todd; Second –Ziegra; Unanimous)