

November 3, 2011
Meeting Minutes

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

Members Present:

Jennifer Kretovic, Chair
Brent Todd
Ken Hazeltine
Ruairi O'Mahony
Ed Roberge (Staff Representative)
Laura Aibel (Staff Representative)
Steve Henninger (Staff Representative)

Members Absent:

Kim Murdoch
Dick Lemieux

Others Attending:

Mike Rossi
Ralph Littlefield
Ralph Clarke Harwood
Kevin Curdie

I. Call to Order/Introductions

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

II. Approval of Minutes

Due to a lack of quorum, the minutes from the October 6, 2011 meeting were not reviewed.

III. Public Comments

Solsky-Brown Referral- Jennifer reported that Ginny Schneider responded and is waiting for a reply. Kevin Curdie mentioned he's been striking up conversations with other riders about the route changes and effective dates. He is delighted the Crosstown Route will cover NHTI in both directions. He has concerns that the timing may be optimistic.

Ralph Harwood expressed his concern that there will be one less bus going north and two fewer buses going south on the Penacook Route. The first southbound bus leaves Penacook 5 minutes later and the last northbound bus leaves Eagle Square 20 minutes earlier.

The transfer from the Crosstown Route to the Penacook Route in the afternoon leave only one minute at the Franklin Street stops on Main Street. Jennifer mentioned the Subcommittee is concerned about transfers at that location. Steve Henninger reminded the Subcommittee of a fatality at that location in the 1990s.

Mike Rossi mentioned he hasn't seen any promotions for the new services.

IV. Old Business

- i. Status Report of CAT Route Changes- Ralph reported there is an open house at Delta Dental on Friday, November 4, 2011 from 12-1 to launch the new routes and Saturday service. The Saturday service begins on November 5, 2011 and will run for 10 weeks. The new routes will start Monday, November 7, 2011.
- ii. Review of CAT Program Goals for FY2012

Jennifer distributed a spreadsheet with the goals from the Nelson/Nygaard study combined with the goals Ginny had distributed at the October Subcommittee meeting.

iii. Other Old Business

1. City Council Report – Jennifer distributed and requested input. There wasn't a formal acceptance due to the lack of quorum.

V. NEW BUSINESS

i. First Quarter Productivity & Ridership Report –
The reports were reviewed.

ii. CAT Quarterly Progress Report – Ginny provided the subcommittee with this report prior to the meeting for review.

iii. Other New Business –

1. Transportation Impact Fees- Staff Presentation/Discussion – This presentation was deferred. Steve Henninger suggested the City Solicitor's office review the RSA for impact fees to determine whether or not transportation impact fees could be used for Public Transportation improvements.
2. Request to eliminate covenants at Exit 17 – Brent distributed a draft of TPAC comments regarding the proposal to revise the development covenants attached to land located at the southwest corner of the intersection of Route 4 and Whitney Road. A lengthy discussion ensued regarding feasibility of extending public service transportation service to what might become a supermarket and other retail outlets. Given the remote location, distance from the existing public transportation system and lack of potential stops along the extension, the Subcommittee felt proposing an extension to this property would be an impediment to the rest of the system.
3. Boardings and Alightings Counts- Ruairi stopped by after CNHRPC completed the data collection for three days of boardings and alightings counts on all fixed routes within the CAT system. He shared the time required to complete these counts was greater than anticipated, but it was completed.

VI. Adjournment

MOTION to adjourn was made, seconded and carried.

Correspondence received by Ginny Schneider to revise August 4th minutes

Public Transportation Committee be changed to Public Transportation Subcommittee (unless it is Committee).

Under V. Old Business, i, paragraph 3 – Please change Demand Response Service to on-demand service.

Under V. Old Business, i, paragraph 4 – Please change to read, “CNHRPC’s contract with NHDOT to support CAT.”

Under V. Old Business, ii, paragraph 1 – It is not clear where the deadline for the goals came from that is recorded in the minutes. I had said that we would be able to work on the goals as soon as the ARRA RFPs had been released and grant deadline had been met. There seemed to be agreement on the part of the subcommittee members to this sequence of events.

Under V. Old Business, ii, paragraph 3 – Delta Dental has not committed to provide \$25,000 in match. Please change the minutes to read, “Delta Dental has committed to provide match to fund CAT’s deficit. Ginny suggested support of \$20,000 to 40,000 to Delta Dental management. Funds will be available after January 1, 2012. Ginny will draft a letter of request to Delta Dental in September.

Under V. Old Business, iii, #3- Please revise it to read, “Ginny asked for subcommittee members to email their comments on the draft Communications Plan to her by August 12, 2012. The calendar of implementation will be drafted after the comments are incorporated into the plan.”

VI. New Business, i, paragraph 4 – Please revise to read, “CAT would like to have boardings and alightings counted in October and November.”

Other New Business – Please revise to read, “Ginny has been asked to attend the Greater Concord Safe Community Coalition to discuss winter bus stop safety.”