

**CITY OF CONCORD  
PUBLIC TRANSPORTATION SUBCOMMITTEE  
of the  
TRANSPORTATION POLICY ADVISORY COMMITTEE  
MINUTES OF DECEMBER 17, 2019**

The Public Transportation Subcommittee of the transportation policy Advisory Committee (TPAC-PT) met at 1:00 p.m., on December 17, 2019, in the Second Floor Conference Room, City Hall, 41 Green Street.

**Attendees:** Terri Paige, Chair  
Dick Lemieux  
Dean Williams  
Sheila Zakre

**Absent:** Councilor Brent Todd  
Rebecca McWilliams

**Staff:** Sam Durfee,  
Karen Hill, Transportation Engineer  
Dave Cedarholm, City Engineer

**1. Call to Order**

The Chair called the meeting to order.

**2. Approval of Minutes**

The approval of the minutes of the May 2019 meeting will be tabled until the next meeting.

**3. Referrals- None**

**4. Public Comment - None**

**5. Updates/Old Business**

**a. CAT Quick Report**

Terri Paige presented the September 2019 CAT Quick Report. Key items included: Terri Paige was hired as the new Transportation Director for CAPBMCI and CAT; Cindy Yanski has been hired as the new Mobility Manager for CAPBMCI and CAT; Terri is working to hire for two full time drivers and 1 substitute driver,

(update: as of October these positions have been filled); Main Street Bus Stop (State House & Eagle Square) were moved to Storrs street for market days.

**b. NHDOT's CAT Bus Service Study**

Terri reports that she has restarted the CAT short term transit plan. She has contacted the consultants hired by NHDOT to complete the plan and they will be working together to review and update the proposed route changes. It was suggested by the committee that the plan take into account the expected changes that will be happening with the following proposed projects: Storrs Street Extension; Exit 13 Garvin Falls project; Exit 17 Market Basket development.

**c. CAT Vehicle Replacement Program**

Terri was told by NHDOT that the third Eldorado Passport fixed route bus and two demand response ADA buses should be arriving mid-December. (Update, the buses have been delayed at the manufacture due to huge order that landed at the factory from the west coast. The buses are now expected to arrive sometime in the late spring of 2020).

**d. Additional Chart**

The committee requested that an additional productivity report be added to the existing report. They would like to see a fixed route by FY comparison chart, like the demand response route already provided, for the Penacook, Heights and Crosstown routes. Terri will work to get that created for the next quarterly report.

## **6. Other Discussions**

There was a discussion regarding the use of the CAPBMCI FTA 5310 funded Taxi Voucher Program (TVP) and how it might be accessed or replicated to provide after hours or weekend rides for the CAT service system. Terri explained that the funding for the existing TVP is designated by FTA to be used for individuals over the age of 60 or persons with disabilities only, so the use in connection to the CAT public transit service would have to be carefully managed. There was also a concern raised regarding the need to then provide accessible rides for this extended service if it was put into place per the ADA.

Snow removal at bus stops was brought up again. Terri reported that City Services did a really great job of clearing the major stops on main street after the last couple of storms and that the drivers and customers were very appreciative. Snow removal at other stops throughout the city remains an issue. It was suggested that Terri look into working with the state prison to see if there is a way to have them assist with this issue. Teams from the prison already clear the section of sidewalk that runs along 393. Terri will reach out to the prison to see if they are willing to partner on other stops in the system.

## **7. New Business**

Terri brought up two bus stops that need to be relocated to better facilitate safe boarding for customers.

- a. The bus stop located on North Main Street, northbound, currently placed in front of a social services provider. This bus stop requires the bus to cross three lanes of traffic at the intersection of 393 and North Main street in order to continue on the route after stopping to pick up or discharge customers.
- b. The bus stop located on Storrs Street across from Market basket. This stop requires passengers to walk down to the light intersection where there is a crosswalk or to cross a very busy section of road there without a crosswalk, (which most of them attempt).

David Cedarholm noted that the TOC committee will look at these stops and discuss possible alternatives.

## **8. Upcoming Meetings**

Terri will send out doodle polls for dates for the January meeting. A permanent date will be set for ongoing meetings at the January meeting. It was suggested that a future meeting be held at the CAPBMCI office so that committee members can see the work space for the CAT service.

## **9. Adjourn**

The meeting was adjourned by unanimous consent at about 2:15 p.m.