

**Cape Cod Regional Transit Authority
Advisory Board Meeting
Hyannis Transportation Center
September 18, 2013**

Minutes

A meeting of the Cape Cod Regional Transit Authority Advisory Board was held on Wednesday September 18, 2013, at 9:00 a.m., at the Hyannis Transportation Center, Hyannis, Massachusetts. The meeting was called to order at 9:00 a.m. by Bob Lawton, Acting Chairman.

Board members present were: Bill Doherty, Harwich; Roy Jones, Brewster; Bob Lawton, Yarmouth; Mark Ells, Barnstable; Brian Currie, Falmouth; Neil Andres, Eastham; Tom Guerino, Bourne; Bud Dunham, Sandwich; Dorothy Voelker, Yarmouth Port; Tom Mayo, Mashpee; Jill Goldsmith, Chatham; Suzanne Grout Thomas, Wellfleet; John Jannell, Orleans.

Others present included: Thomas Cahir, CCRTA; Glenn Cannon, Cape Cod Commission; George Slade, CCRTA; Dennis Walsh, CCRTA; John Kennedy, Eastern MA Transit; Fred Valdivia, Eastern MA Transit; Brian Dale, CCRTA; Kathleen Jensen, CCRTA; Paula George, CCRTA; Ed Maroney, Barnstable Patriot

An 83% quorum was determined.

I. Minutes of June 19, 2013 Advisory Board Meeting

Bud Dunham moved the minutes be accepted, Tom Guerino seconded, approved unanimously.

II. Reports

Administrator Tom Cahir announced that the CCRTA had a very successful and productive summer. He touched on the new student passes that are available to all Cape Cod students, offering rides at a discounted rate of \$1.50. The new student pass was introduced to the more than 30 organizations represented at the Youth Council meeting on September 17th.

Cahir also lauded the success of the inaugural season of the CapeFLYER summer rail service, saying it has exceeded all expectations in terms of ridership and revenue. He noted that revenue has exceeded operating costs and that service was extended until Columbus Day. He said Massachusetts Transportation Secretary Richard Davey would be visiting CCRTA to discuss future planning.

Cahir mentioned that the Massachusetts legislature has passed a state budget and transportation bill, which will make forward funding available to the Regional Transit Authorities. He reported that several members of our staff had attended the 2013 MARTA Conference at the Sea Crest Hotel held on September 17th. Representative Sarah Peake, Co-Chair of the RTA Caucus, attended and spoke at the event.

Cahir noted that CCRTA participated in Smart Transportation week which ran from June 23 to June 29 and emphasized the importance of taking public transportation.

Cahir reported that fare box receipts were up 5.5% over last year, contract revenue up 11%, and miscellaneous revenue had a 60% increase due to George Slade's efforts. Cahir mentioned that after a thorough review, the audit for FY 2013 is complete and there were no findings or deficiencies.

Cahir touched on our excellent relationship with MV Transportation and their emphasis on safety, noting that they provide daily safety messages to all drivers. One MV driver, Steven Hull, received the Katherine McClary safety award for his spotless driving record and the many compliments received. He also mentioned that on-time performance is improving and ridership is up about 10% over last year.

Cahir spoke briefly about the state effort to reorganize the Human Services Transportation Brokerage office by having a single statewide broker subcontract with two or more Regional Transit Authorities to manage the transportation needs of the state agencies under the HST office. Paula George is working closely with Massachusetts Regional Transit Authority (MART), which is presently the largest HST Broker. MART will be submitting a proposal to become the single statewide Broker and CCRTA has applied to become a subcontractor with them. The reorganization should be more cost effective and efficient.

III. Advisory Board

No committee reports.

IV. New Business

Tom Cahir introduced Jill Goldsmith who will be representing Chatham on the board.

Election of Officers:

Tom Mayo withdrew his interest.

Bud Dunham nominated Tom Guerino, Neil Andres seconded, approved unanimously.

Tom Guerino assumed Chairman's seat.

Bill Doherty nominated Bob Lawton as Vice Chairman, Guerino declared nominations closed, approved unanimously.

Bob Lawton nominated Bud Dunham as Clerk, Guerino declared nominations closed, approved unanimously.

The committee then went on to amend the Advisory Board Bylaws to include 801CMR, which adds audit and compensation oversight to the appropriate committee. Tom Cahir said he had been working with George Slade on this issue, and they suggest the board committees be revised, absorbing required functions into the existing committees and renaming them to reflect the titles put forth in the legislation. The proposed committees would include:

- Executive (with expanded responsibilities of personnel and compensation)
- Audit and Finance (formerly Budget and Capital)
- Fare and Service
- Rail

Roy Jones moved that a vote be proposed to accept the committee listing submitted by the director, Jill Goldsmith seconded, and passed unanimously.

Discussion about appointments to the committees continued. It was concluded that the appointments would be proposed by the chairman, who asked for names to be submitted before the next meeting, when a vote would be taken. It was asked if people who were already on a committee would be able to continue with their current appointments and whether there were limitations as to how many people could serve on a committee.

Bill Doherty asked about potential outreach with tech school. There had been a suggestion by one of our drivers that we offer a chance to get CDL exposure as a possible job opportunity to engage younger peoples' transit interest. Cahir mentioned that the Youth and Service Committee already had plans to have Julie Quintero-Schulz go to the tech school to discuss the matter.

When asked about the CDL license, Fred Valdivia said they had already looked into it and that Paula George had the information. George responded that a person had to be 21 years old for the intrastate license and 18 years old for the interstate one.

Lawton requested an update at the next meeting on the land situation at the Hyannis Transportation Center.

V. Old Business

Tom Cahir talked about recent activity in the Legislature relative to RTA's. He said they had voted to include two new riders names to a list of five people the AFL/CIO will present to towns to choose two to their boards as voting members. One of the members of the board must be a rider from the disabled community. Dorothy Voelker will now have a partial vote with the new law. It was suggested the issue be brought up for disposition at the next meeting.

VI. Public Questions/Concerns

None.

VII. Adjournment

Bill Doherty moved to adjourn, Bud Dunham seconded, approved unanimously.

Meeting adjourned at 9:30 a.m.