**Cape Cod Regional Transit Authority**

**Advisory Board Meeting**

**Via Zoom**

**December 15, 2021 – 9:00 a.m.**

**Minutes**

A meeting of the Cape Cod Regional Transit Authority Advisory Board was held on Wednesday, December 15, 2021, at 9:00 a.m. via video conferencing. The meeting was called to order at 9:05 a.m. by Bob Lawton, Chairman.

Board members present were: George Slade, Bourne; Bob Lawton, Yarmouth; Mark Ells, Barnstable; Bud Dunham, Sandwich; Brenda Vazquez, Dennis; Sam Patterson, Falmouth; Darrin Tangeman, Truro; Peter Lombardi, Brewster

Others present included: Thomas Cahir, CCRTA; Kathy Jensen, CCRTA; Chris Kennedy, CCRTA; Leah LaCross, CCRTA; Henry Swiniarski; CCRTA

A 61.82% quorum was determined.

1. **Minutes of September 15, 2021 Advisory Board Meeting**

George Slade made a motion to approve the September 15, 2021 minutes, Mark Ells seconded, Peter Lombardi abstained, approved.

1. **Reports**

Tom Cahir discussed the very positive outcome from MassDOT’s annual Program Preview meeting held on December 8, 2021, which consisted of a comprehensive review of CCRTA’s operations and finances. In particular, MassDOT noted at the end of the presentation that “it is clear that CCRTA is at the head of the RTA class”. He then gave an update on ridership trends and the positive impact our marketing efforts and Free Fare Friday on fixed route have contributed to the increase.

Tom gave an update on the status of the expansion of the Bourne Rail Trail, including discussions regarding the possible use of federal stimulus funding to expedite the development of this project. Sam Patterson asked if there had been any studies conducted regarding transportation needs and the effect this project may have. Tom answered that Cape Cod Commission has conducted 2 studies and they have explored alternative options in depth.

He continued stating as a result of a conversation with Town of Barnstable, Town Manager Mark Ells about Transit Oriented Development, affordable housing units with office space on Cape Cod RTA property is currently under discussion and likely to move forward.

He concluded with the status of the new website development and went over some of the new features. Beginning next week key staff will be testing the beta version of the website and Tom went over new features. Brenda Vazquez asked about the accessibility and translation abilities of the new website. Tom answered that there are tools built into the website that accommodates interpretation and accessibility options.

1. **Advisory Board:**

* Executive/Budget Committee – No report
* Audit & Finance Committee – Report
  + Bob Lawton went over his discussion with Bruce Norling regarding the annual Audit Reports and stated that there were no findings. He explained that even with the pandemic with the federal stimulus funding the RTA is in solid financial shape.
* Fare and Service Committee – No report
* Rail Committee – No report.

1. **New Business -** none
2. **Old Business -** none
3. **Public Questions/Concerns -** none
4. **Adjournment**

**Brenda Vazquez moved to adjourn, Sam Patterson seconded, roll call vote approved unanimously**.

Meeting adjourned at 9:31 a.m.