**Cape Cod Regional Transit Authority**

**Advisory Board Meeting**

**Via Zoom**

**May 10, 2023 – 9:00 a.m.**

**Minutes**

A meeting of the Cape Cod Regional Transit Authority Advisory Board was held on Wednesday, May 10, 2023, at 9:00 a.m. via video conferencing. The meeting was called to order at 9:00 a.m. by Robert Lawton, Chairman.

Board members present were: Robert Lawton, Yarmouth; Andy Clyburn, Barnstable; George Slade, Bourne; Peter Lombardi, Brewster; Jill Goldsmith, Chatham; Brenda Vazquez, Dennis; Roslyn Diamond, Eastham; Joe Powers, Harwich; Judi Wilson, Orleans; Dan Riviello, Provincetown; George Dunham, Sandwich; Darrin Tangeman, Truro;

Others present included: Thomas Cahir, CCRTA; Kathy Jensen, CCRTA; Henry Swiniarski, CCRTA; Stephanie Spadoni, CCRTA; Debra Shores, CCRTA; Mariela Cordero, CCRTA.

A 77.76% quorum was determined.

1. **Minutes of December 22, 2022 Advisory Board Meeting**

George Slade made a motion to approve the December 22, 2022 minutes, Roslyn Diamond seconded, approved unanimously by roll call vote.

1. **Reports**

Tom opened up the Advisory Board meeting with a brief statement on the CCRTA FY2024 Budget, which he indicated is once again structurally balanced with federal, state, and local assessment funding. Tom stated that Bob Lawton will present a summary of the FY2024 Budget for Advisory Board Member Vote later in the meeting. Tom Cahir then moved on to discuss the great relationship the CCRTA has with the Steamship Authority and the positive results they have acquired together. One highly innovative and successful example included the substantial new federal funding resources generated through reporting SSA ferry ridership data to the FTA’s National Transit Database that are shared with the SSA. These shared federal funding resources will support the SSA’s replacement of its oldest vessels that were built over 40 years ago and are approaching the end of their useful life, which will be accomplished through the cost-effective replacement of vessels procured and reactivated through a comprehensive preventive maintenance program. Tom then mentioned the CCRTA’s ongoing and productive interactions with MassDOT, including the recently completed annual Program Preview review. At the conclusion of the Program Preview review, MassDOT stated “The CCRTA is always ahead of the RTA class”. Tom went on to inform the Advisory Board that he was asked to participate in the Cape Cod Bridges Advisory Group considering his extensive background in transportation and is also a Borne resident. Tom continued his discussion by highlighting the 10 years the CapeFLYER has been in operation, and praised Kathy Jensen’s involvement and hard work for its success. Tom went on to discuss the tremendous progress being made on the EV transition study underway with the HATCH consulting firm. Up to date information is posted on the CCRTA’s website and through the distribution of monthly newsletters, which Tom encouraged everyone to review. Tom next discussed the CCRTA’s partnership with the Cape Cod Gateway Airport and the $2 million clean energy smart grid grant awarded to the Barnstable Airport, in collaboration with the CCRTA, for the planning of a smart microgrid that generates and distributes clean, reliable power and is looking forward to working with Barnstable Airport Manager Katie Servis on this project.

Tom further informed the Advisory Board members that CCRTA will be hosting a “Recharge Event” on June 3, 2023, which will educate the public on electric vehicles and provide an opportunity to test drive one. An electric bus and electric bicycles will also be represented. Tom passed along his thanks to Cape Cod Commission’s Steve Tupper and staff for working closely with the CCRTA in the planning of the event beginning last fall and extended a “welcome to join” invite to everyone. He also discussed his invitation by the Cape Cod Commission to sit on their Regional Housing Strategy Steering Committee to ensure future developments of housing have a transit plan in place.

Next, Tom emphasized his continued commitment to senior mobility and thanked Brenda, Judi, and Susan for their guidance. He mentioned the $50,000 in FY2024 CCRTA funding to support the Cape Cod COA’s for older adults’ transportation and said he will be sending out a letter to all COA’s Directors with specific funding details in the next few weeks.

Tom wrapped up by briefly mentioning our driver shortage and the challenges its presents in the provision of the CCRTA’s transportation services. Tom indicated how proud he was able to say that the CCRTA continues to closely manage its transportation services and, unlike every other RTA, has not reduced transportation service levels. Managing transportation services is further supported through the ratified Collective Bargaining Agreement that increased drivers’ starting wages in combination with the aggressive advertising CCRTA is doing to hire more drivers, which has resulted in a six-fold increase in the number of applicants. Lastly, Tom thanked Dan Riviello and Alex Morse for their valuable input with all things Provincetown related, specifically with the newly added early morning late night transportation service.

**Advisory Board:**

**Executive/Budget Committee**

Advisory Board Chairman, Robert Lawton, presented a summary of the Budget Committee’s review of the proposed FY24 CCRTA Budget. Chairman Lawton stated that after the Committee’s review, it was the unanimous recommendation to approve the FY24 Budget as presented. Highlights from the Chairman’s presentation included the following:

1. The Local Assessment charge for member towns was once again limited to a 2 ½% increase.
2. While the budget is increasing, the Federal Operating Assistance has increased by $617,322 or up 6.5%. Another way to look at the increase is that the operating budget is up by $740,987 with Federal Assistance up $617,322, with the balance of the increase covered by fares and assessments.
3. The Administration has settled all the collective bargaining contracts without any disruption in services. A very positive result.
4. There is a significant move by the CCRTA Administration to purchase and build the infrastructure for electric buses. While this will not happen quickly, starting in FY24 an investment of $2.5M will be made and additional investments will be made through FY28. This changeover is fully funded by Federal Stimulus funds.

**George Dunham moved to approve CCRTA FY24 Budget as submitted, Jill Goldsmith seconded.**

**A roll call vote was taken to approve the FY24 Budget as submitted:**

* **Barnstable YES**
* **Bourne YES**
* **Brewster YES**
* **Chatham YES**
* **Dennis YES**
* **Eastham YES**
* **Falmouth ABSENT**
* **Harwich YES**
* **Mashpee ABSENT**
* **Orleans YES**
* **Provincetown YES**
* **Sandwich YES**
* **Truro YES**
* **Wellfleet ABSENT**
* **Yarmouth YES**
* **Yarmouthport ABSENT**
* Fare and Service Committee – No report
* Rail Committee – No report.
1. **New Business -** none
2. **Old Business -** none

**Public Questions/Concerns –** Dan Riviello thanked Tom and his team for all of their efforts while also extending his appreciation for their partnership. Brenda Vazquez expressed how happy she was to have CCRTA be part of her event. She also expressed her excitement about the award she received from the Executive Office of Health and Human Services which comes with a $352,000 Grant which she will use for her new program called Destination Respite. This program is expected to have various satellites with transportation included. Roslyn Diamond asked Tom if the Eastham to Provincetown pilot program has a name or is it just extended service? Tom responded no, unless Dan named it differently. Dan responded as of right now it is just called Early Morning/Late Night service. Second question from Roslyn was: Is it 7 days a week and when will it end? Tom responded the program began May 1st and it will go until Columbus Day. Bob Lawton thanked Kathy Jensen for attending the Board of Selectmen Meeting and complimented her involvement. Tom made one last comment, and mentioned how he is looking forward to our next Board Meeting being in person. Jill Goldsmith asked if the Board could be given a head’s up well in advance for the next in person Board Meeting to make sure it is on everyone’s calendar? Tom responded yes.

1. **Adjournment**

**George Slade moved to adjourn, Brenda Vazquez seconded.**

Meeting adjourned at 9:35 a.m.