

MetroWest Regional Transit Authority

Advisory Board Meeting Minutes Monday, September 13, 2010

The MetroWest Regional Transit Authority Advisory Board met on Monday, September 13, 2010 at 4:30p.m., at the MetroWest Regional Transit Authority, 37 Waverley Street, Framingham, MA, at the call of Mr. Carl Damigella, Chair. Mr. Damigella asked for a roll call of communities. In attendance were; Edward Carr, Administrator, Charles Stevenson, Counsel, Debra Galloway, Sudbury, Krista Holmi, Marlborough, Sarkis Sarkisian, Wayland, Toni Wolf, Weston and Ken Chernack, Disabled Community. Also in attendance were Jim Parker (First Transit), Lynn Ahlgren (MetroWest Regional Transit Authority), and JoAnne Thompson, (Thompson Transit).

Questions and Comments from the Audience- None

Administrator's Report:

- **Fixed Route Service:**

Mr. Carr stated that the MWRTA building renovations are well into the third phase of the build out which still requires finish work outside and some general finish work inside.

The Marlborough East service was implemented Tuesday, September 7, 2010. The MWRTA was received well, in the Marlborough Labor Day Parade.

Charlie Card Implementation is ready to go. The MBTA is going to announce it soon. All software and licenses are in place.

The MWRTA is applying again for the Job Access and Reverse Commute (JARC) Grant to complete the technology interface with the fixed route buses.

This grant will help put Mobile Data Terminals on the fixed route buses and eliminate the use of the cell phone gps. This will also tie into the MWRTA mobility management network and improve data gathering, such as the on time performance reports.

As part of the federal section 5307 requirements, the MWRTA will need to spend 1% of the formula funds on enhancements. The MWRTA is beginning a program to survey and reach out to the communities with regards to bus shelters and signage. Former Board Member Joe Nolan, will be heading up this program and will be in touch with member communities to discuss specifics in each community. The MWRTA also intends to apply for 5 additional fixed route buses through the MAP Program. Most of the original 10 buses have well over 100,000 miles on them.

- **Demand Response:**

The MWRTA is currently working with the Massachusetts Department of Transportation to create a program to provide medical transportation, focusing on veterans, but open to others. The grant is for \$300,000 over three years. At the same time the MWRTA is applying for an Enhanced Communication grant for about \$450K over three years, which will allow an upgrade to the current system. The hardware is already in place with the Mobile Data Terminals, that were bought last year and have been installed in all the demand response vehicles, including some of Busy Bee's vehicles that provide service for the MWRTA. This software will not only allow hands free communication for the drivers, but also will create an automated call back system for when the vehicles are approaching the customer's house, within 5 minutes of arrival. It will also help create an interactive web site for customers to better manage their accounts. Both of these grants are from the Federal New Freedoms Program and geared towards people with disabilities.

The MWRTA has been working with the Commission for the Blind for a couple of months, to create an environment where a visually impaired person can be hired to work in the call center. The Commission will provide the necessary software to adapt a reservation work station as well as provide several candidates to interview for the position. This is expected to be in place by next month.

The MWRTA will also be applying for additional demand response vehicles to expand the Dial-a-Ride capabilities through the MAP program.

- **Other**

Mr. Carr stated that he had met with several Advisory Board Members to discuss community needs over the summer and that he hoped to meet with the remaining ones, as well as some of the new members.

Mr. Carr welcomed new board members, Krista Holmi of Marlborough, Debra Galloway of Sudbury, and Ken Chernack for the disabled community.

- **Old Business**

Mr. Damigella stated that the notice of the meeting was posted in adequate time for everyone to attend today.

He welcomed Joe Nolan and the new board members.

Mr. Damigella stated that he was still working on the parking facility for the Sherborn/Holliston Shuttle run.

- **New Business**

Mr. Damigella spoke to Mr. Chernack about his responsibilities regarding contacting and coordinating with the other communities to be sure the needs of the disabled are being met by the MWRTA. Mr. Carr can supply contact names within the communities.

Mr. Damigella gave Mr. Nolan the floor to summarize what his position in the MWRTA is now.

Mr. Nolan explained that he is involved in the program to evaluate the system and utilize funds to enhance service in the member communities, by creating infrastructure, which includes building shelters, benches, bike racks and signs that are uniform. Mr. Nolan will be reaching out to the communities and determining the needs of each.

Jason Smith arrived at 4:45pm and a quorum was declared.

A motion was made by Mr. Smith to waive the reading of and approve the minutes of June 14, 2010.

The motion was seconded by Mr. Sarkisian.

The motion passed unanimously.

Comments from the Board

Mr. Damigella inquired about advertising on the buses. Mr. Carr explained about the MWRTA promotions firm , Crocker Design and offered to put them in contact with each other

Mr. Sarkisian thanked the MWRTA for the service video made for Wayland.

Mr. Carr explained about the video and offered to make ones for all the member communities.

Mr. Smith discussed the Framingham State University expansion and integrating the buses into that-

Mr. Carr stated that he was already in contact with Dale Hammel.

A meeting has been scheduled with Brockton Area Transit to view the Bridgewater State /BAT cooperation.

Ms. Wolf discussed the Route 7C and travel training with Mr. Carr, and Ms. Ahlgren. Individual travel training needs were discussed.

Mr. Carr explained the 7C service and how it came into existence.

CTPS did a study and determined East Marlborough service was needed.

The MWRTA applied for JARC funds and received 900,000 to run the service for 3 years.

Plan to turn the 7C into an inner city route. from Solomon Pond Mall to Hager Street.

Busy Bee service will still be utilized.

Marlborough paying assessment for all Route 7 services.

Mr. Carr would like to connect with the Worcester Regional Transit Authority in the future.

Ms. Wolf mentioned lack of service in Hudson.

Mr. Carr stated that Hudson was not a member of the MWRTA and did not pay for service. Mr. Carr stated that funding for towns such as Hudson and Milford would need to be discussed through the legislators.

Discussion ensued over putting together a government day where the board members could have a chance to talk with the legislators.

Other Business

None

Mr. Damigella made a final call for comments and questions. There were none.

The next meeting was scheduled for Tuesday, November 16, 2010 at 4:30pm.

Ms. Wolf made a motion to adjourn: seconded by Mr. Sarkisian and voted unanimously.

The meeting ended at 5:10pm

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Certificate

The undersigned being the duly qualified clerk of the MetroWest Regional Transit Authority Advisory Board, acknowledges that the foregoing minutes accurately reflect the actions taken at a legally convened meeting of the Advisory Board held on September 13, 2010

Christopher Peck, Clerk