



# Town of Sudbury

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<https://sudbury.ma.us/transportation/>

## Sudbury Transportation Committee

### Minutes

Friday, December 4, 2020

10:30 AM

Via Town Zoom Conference Call

Core Members Present: Daniel Carty, Sandy Lasky, Debra Galloway, Adam Duchesneau, Alice Sapienza, Dan Nason

Core Members Absent: Doug Frey

Advisory Group Present: Lisa Kouchakdjian

Advisory Group Absent: Charlie Dunn, Scott Nix, Beth Suedmeyer, Carmine Gentile, Bethany Hadvab, Ellen Joachim

Guests: Linda Faust, Kay Bell (silent observer)

### **Confirmation of Quorum**

The statutory requirements as to notice having been complied with, Dan Carty as chair convened the meeting at 10:32 am. Dan made an announcement that this was a public meeting and the meeting was being recorded via Zoom and by Sudbury TV for future viewing.

### **Selection of Clerk**

Sandy volunteered to take meeting minutes.

### **MAPC COVID-19 Taxicab, Livery, Hackney Transportation Partnership Grant and Taxi Program a.k.a. the "Go Sudbury! Taxi Rides Program"**

Alice Sapienza submitted the new grant application. The grant application came in slightly under \$250,000. The numbers she used in her calculations in the new grant application are different from those in the first application since her projections are now based on real usage rates.

Included in the new application are assumptions based on actual numbers and specifying that Sudbury has used other funds than MAPC to provide needed services.

Other assumptions used in setting the budget for the new grant:

- WAV rides in multitown application will be used mostly by Sudbury
- Other towns are currently operating and using their town vans for WAV rides

The use of multi-town grant is an additional steppingstone to making “Making the Connections” a reality and highlights the need for a regional approach to WAV transportation.

Going forward the committee must be scrupulous in following the grant guidelines and be more rigorous in looking at monthly numbers and adjusting as needed. So far, we have exceeded the projections for WAV usage and are slightly above the number of roundtrips projected on a monthly basis.

### **Original Grant Status**

Financially, we are on target with the original grant through the end of October. Invoices for November are expected shortly.

September/October – we spent @\$9,000 with Tommy’s Taxi. If we stay on this trend we will come in at @\$13,000 in November. We can use the mitigation funds from Meadow Walk, B’nai Brith and Bay Path to cover our overage.

Based on our usage, we may be close to \$17,600 over our grant allowance by February if there is no change in run rates.

Rides and enrollment have remained stable after the initial surge. And, as stated earlier, WAV rides are the outlier on costs. In the next months we will explore ways to control this overage. There is concern that with the COVID spike we may see an increase in taxi usage.

Ana Christina has observed an increase in younger riders which may be due to the flyers sent out by Bethany Hadvab.

The Ridership Survey was mailed (emailed and snail mailed) to riders the week of 11/18. Linda Faust had trouble submitting her survey online. We will investigate this situation and Debra mentioned that she would reach out to Linda to get her feedback manually.

Dan will organize and send the survey data to the team.

We discussed how and when to reach out to riders who have been identified as “heavy” users. This was put on hold pending the written policy and procedures which have been submitted by Debra. The team provided feedback to the policies and procedures, specifically for Frequency of Rides and Late Fees. These will be updated and distributed to the people enrolled in the program and become part of the Go Sudbury application.

### **Go Sudbury – UBER**

Alice and Dan volunteered to work offline to finish the Process Map for Uber services, which will be reviewed at our next meeting. Given our success with the Taxi program there is now a model on which to base the Process Map including safety protocols.

The Town Finance Department is processing the credit card for this program and the GIS and Geofencing are still to be addressed.

Given that we have the Taxi program running, the team discussed if we should roll out the Uber program to “lower risk” target groups first, since we cannot control safety protocols as closely as we can with the Taxi program.

### **Other Updates**

At the last Select Board meeting during the State of the Legislature presentation, Dan Carty provided an update on our Go Sudbury Taxi program. Senator Barrett was interested in what we are doing and clearly recognized leadership in this endeavor.

Dan also reported that the Town’s Annual Goals will be set at the next Select Board meeting. Usually 5 or 6 goals are identified as high priority and Expanding and Funding Transportation is on the cusp of being.

### **Follow Up Items**

- Adam to ensure the credit card is processed for GoSudbury Uber
- Debra to edit the policy and procedures for Go Sudbury Taxi and distribute to current and new enrollees
- Survey to be readministered to Linda Faust
- Alice and Dan to draft the Process Map for GoSudbury Uber.

### **Approval of Minutes**

The minutes of the November 20 meeting were approved.

### **Next Meeting**

The next meeting was set for December 18, 2020 at 10:30 AM via the town Zoom service.

### **Motion to Adjourn**

Dan moved to adjourn at 11:45 AM and Sandy seconded; the motion was passed 5-0.