



Town of Sudbury

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

**Sudbury Transportation Committee
Minutes
Friday May 12, 2023
10:30 AM
Via Town Zoom Conference Call**

Dan Carty, Chair, called the virtual meeting to order at 10:31 AM

Core Members Present on Zoom screen

Dan Carty, Chair; Deb Galloway, Adam Duchesneau, Bob Lieberman, Alice Sapienza, Kay Bell

Core members absent - none

Advisory members present - none

Advisory members absent

Martha Welsh, Dan Nason, Chief Scott Nix, Representative Carmine Gentile, Bethany Hadvab, Silvia Nersessian, Mary Warzynski

Other attendees

Linda Faust (resident), Sudbury TV, and Ana Cristina Oliveira (Senior Center Outreach/Information and Referral Specialist)

Confirmation of quorum

Chair, Dan Carty called the roll, and all members were present. He read the legal protocols.

Selection of Clerk for this session: Kay will take minutes.

Selection of Clerk

Kay will take minutes.

Review of administrative items

1. Town Meeting Article 14 – Transportation Funding passed. The count was 189 to 19 in favor.
2. Terms of members run for a year. At their May 16 Select Board meeting they are likely to consider member appointments.
3. Adam Duchesneau is leaving his post as Director of Planning and Community Development in Sudbury. Dan extended his best wishes and sincerely praised Adam's dedication and achievements. Adam expressed his thanks and noted the “above and beyond” work members of the Transportation Committee (TC) have been contributing, all to the benefit of the community.

4. Minutes for the April 28 meeting will be available at the next meeting.
5. At this meeting we will review the Annex program; general; financials; enrollment; and various meetings/calls that have occurred since the last TC meeting.

Review of Action items from Prior Meeting

1. Dan sent the “495 Transportation” invitation off to Alice and Debra.
2. Dan set up a meeting of Metropolitan Planning Organization (MPO) including Adam and Debra.
3. Alice sent a spruced-up image to Dan to replace one in the presentation for Town Meeting.
4. Ana Cristina was to follow up with Uber about the weekend configuration of service. That was done and operations are resolved.
5. The reported problem with a link for signing up in the Town website article was fixed.
6. Middlesex Advisory Group of Interlocal Coordination (MAGIC, part of Metropolitan Area Planning Council - MAPC) funds: Adam will get an invoice out next week and copy a couple of committee members so they can follow that up.
7. Dan and Alice will work on automating some of the data-parsing for the Uber portion of the program.

Finances

1. Dan shared the finances spreadsheet. The month of April is not yet complete.
 1. JFK April invoice: \$2,628
 2. Uber April invoice: \$2,154
 3. Annex March invoice: \$719
 4. No April invoices yet from Tommy’s now Annex.
2. Dan has begun including data about enrollment on the spreadsheet relative to Finances.
 1. Taxi: added in March – 3, April – 8, May – 3, bringing total to 205 enrolled.
 2. Uber: added in March – 4, April – 6, May – 3, bringing total to 169 enrolled.
 3. There is no mapping yet about new users taking rides. Dan will send the spreadsheet out to members. Alice will send April ridership data, as usual, when she receives it.
 4. Bob is interested in tracking the prior 12-month average of invoices for each program.
 1. Tommy’s \$2,939
 2. JFK is \$2,969
 3. Uber is \$3,594
 4. All is \$9,502

Discussions with Agencies: Boston Region Metropolitan Planning Organization (MPO) and 495 MetroWest Partnership

1. Dan had attended a virtual meeting of the MPO, and they then contacted him asking to learn more about what we are doing in Sudbury. Dan, Alice and Adam met with Logan Casey, Capital Programming Planner, Ethan LaPointe, Manager of the Transportation Improvement Program (TIP – a large source of funding). Logan and Ethan were favorably impressed with GoSudbury, and the

- data Sudbury has acquired saying multiple times “Sudbury has a proven record of tracking rider data. This makes the Sudbury program stand out.”
2. They stated that they, as an MPO, are not an implementation group. Partners like Regional Transit Authorities (RTAs) or Mass Department of Transportation (MassDOT) are the implementation agencies. Funds for this grant come from the “CMAC” fund which is targeted at air quality. How would the program improve air quality? Some of the assessment Sudbury contributes to the MetroWest RTA may be applicable to the program we are seeking to do. Cost per rider is of high interest to them when considering a grant opportunity.
 3. Dan asked and they indicated that if funding was provided for a Route 20 on-demand, fixed route shuttle that would not pull funds or funding eligibility from other Transportation Improvement (TIP) programs or projects Sudbury is engaged in, such as rail trails and public works road, intersection, and walkway projects. They are looking for more projects from the MAGIC region, of which Sudbury is part.
 4. Alice confirmed that Logan and Ethan appreciated the robustness of our data. She detected very strong support for Sudbury going forward with this three-year funding request for a Community Connections project. They implied partnering with adjacent towns who have much less sophisticated data might water down an application, to which Alice responded that we would work very closely with a partner such as Wayland to assure strong data collection and reporting. Blake Acton of Central Transportation Planning Staff (CTPS) will continue to work with us and with Wayland on presentation of data.
 5. Debra has arranged a meeting next Wednesday with Jim Nee, Director of MetroWest Regional Transit Authority (MWRTA) and folks from Wayland and Sudbury to discuss general concepts for a grant request for a program with shuttle and/or CatchConnect services. The substance of the AARP Grant Application - CatchConnect services in Sudbury – could be applied to a Sudbury-Wayland program. Wayland COA Director, Julie Secore, is enthusiastic about collaborating on extended services in terms of hours/days and geography. Wayland is interested in rides to medical facilities and Mr. Nee is looking for connections to fixed routes, such as in Natick, Framingham, and Marlborough.
 6. The Community Transit Grant program now has funds from ARPA and other federal sources. Sudbury could apply for 100% through them and the grant cycle can be 12- or 18-month duration.
 7. There is interest in having a single application for a rider to use by entering their destination to receive information on all the services available from which the rider can choose. The CTPS staff would like to be involved in these processes.
 8. Dan summarized that Sudbury will keep the GoSudbury programs running while developing a similar program administered by the MWRTA involving Sudbury and (an)other nearby town(s). This is in the formative, discussion stage with some possibility of funding from a couple of sources. Adam highlighted the positive potential in taking up the call for project proposals from MAGIC towns.
 9. Alice reported that MAGIC towns have 5% of the population and currently only receive 1% of the funds. Kay expressed appreciation for the diligent focus on data collection and presentation that

- is reaping rewards now. Alice met with and will provide further information to Town Manager Andy Sheehan regarding the methodical proof-of-concept, modification, and taking intelligent risks process we have been taking along with the whole business plan presented to the Select Board.
10. Alice added that seeking contributions for corporations operating in the area may be part of the 495 Partnership. Focus on where people need to go to work may be a factor in that effort.
 11. Dan will explain to the Select Board at its upcoming meeting the direction of these discussions. Community Transit Grant application is due June 24 and Alice has been compiling CTPS data to use for that. The Community Connections Grant (a 3-year project) could involve another community (either Wayland or Lincoln) and will be a “bigger lift” to compose for the December deadline. Dan asked and was assured that seeking these grants will not negatively affect the AARP grant application that has been submitted.
 12. MassDOT is hosting an informal discussion for those interested in “software options to expand mobility for older adults and people with disabilities” through accessible technologies as a follow up to application training that was offered recently. Kay is unavailable; Dan will try to attend.
 13. Kay reported that Stella Jordan from Central Transportation Planning was responsive to learning that the “Destination 2050” long-range planning survey was not working with a screen reader for a resident. She produced a fully accessible version. Linda Faust of 189 Post Road confirmed she was able to use the accessible version.

Annex

Ana Cristina reported that initially some people were confused and thought they needed to apply for Uber to use Annex rather than be registered in the Taxi program. That is now clarified and there are six qualified for Annex.

COA

Bob explained that he, along with Debra, provides updates on transportation programs at every COA meeting to keep members and the public up to date and those reports are incorporated into COA minutes. Dan added that if there is feedback from the COA or the COD bring it forward. It's a two-way street.

Next meeting

Friday, June 2, 2023, at 10:30 AM

Adjournment

Kay moved and Debra seconded that the meeting be adjourned. The motion passed unanimously on a roll call vote. The meeting was adjourned at 11:16 AM.

Minutes respectfully submitted by Kay Bell.