



# Town of Sudbury

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## Sudbury Transportation Committee

### Minutes

Friday, February 2, 2024

10:30 AM

Via Town Zoom Conference Call

Core Members Present: Daniel Carty, Alice Sapienza, Bob Lieberman, Adam Burney, and Cheryl Wallace

Core Members Absent: Debra Galloway

Advisory Group Present: Dani Marini-King Town of Sudbury Sustainability Coordinator

Advisory Group Absent: Martha Welsh, Dan Nason, Chief Scott Nix, Carmine Gentile, Silvia Neressian and Mary Warzynski

Guests: Kay Bell, Linda Faust, Tyler Terrasi (MWRTA)

**Confirmation of Quorum:** The statutory requirements, as to notice having been met D. Carty as chair convened the meeting at 10:31 AM. D. Carty made an announcement that this was a public meeting, and the meeting was being broadcast live via zoom and recorded by Sudbury TV. Roll call was taken, a quorum was present with only D. Galloway being absent.

**Selection of Clerk:** A. Burney was assigned the duties of Clerk for the meeting.

**Administrative Updates:** D. Carty reviewed the previous meetings discussion about a potential need for an off-cycle meeting. This was unnecessary as the Select Board approved \$17,000 in ARPA Funding to provide the local match for the CatchConnect Shuttle Program.

D. Carty noted that there would not be any substantial financial update as the numbers are not available this early in the month.

D. Carty thanked the Committee for signing the Annual Report and noted that A. Burney still needed to do so.

D. Carty outlined action items from the last meeting:

- Follow-up with Emerson Hospital: Assigned to D. Galloway, awaiting status update
- Uber Account Setup Process: Assigned to D. Carty,

- Setup can be accomplished with or without a functioning credit/debit card or can be done funded using a prepaid gift card or Uber gift card. This should assist with getting those riders who don't have access to banking cards signed up for Go Sudbury! Program.
- Disperse \$10,000 in MAGIC Funding as voted last meeting: Assigned to A. Burney,
  - No action taken at this time; the communities will be contacted before the next meeting.
- CTC Membership/TransAction: Assigned to D. Carty/A. Burney,
  - See Below
- MassDevelopment Grant Extension: Assigned to D. Carty,
  - There has been no movement from MassDevelopment despite regular contact from the Town Manager. D. Carty will continue to work with the Town Manager to move this forward.
- Uber Location Data Conversion: Assigned to D. Carty,
  - D. Carty noted that he has written a script that appears to perform the conversion of street addresses to longitude and latitude to a reasonably accurate degree. There are still some tweaks required but the data is accessible. A. Sapienza indicated she would work with D. Carty offline to increase the accuracy to ensure that the Transportation Committee can continue to use the data for grant reporting and application purposes.
- State Earmark Funding Contract: Assigned to A. Burney,
  - A. Burney reported that the State Contract has been signed and returned for the reduced earmark amount. Receipt of funds is outstanding.

**Annex Transportation Contract:** D. Carty recounted the discussion from the previous meeting regarding the contract term for Annex Transportation. The contract expired in June of 2023. D. Carty questioned if the Town should pursue a new contract or an extension of the expired contract? A. Burney suggested that it would be in the Town's best interest to pursue a new contract, even if it is short-term. D. Carty & A. Burney will work on this item with the Town Manager

The Committee also agreed that it would be prudent to seek out additional vendors that provide Wheelchair Accessible Vehicle (WAV) service to supplement or replace Annex. Members will do so independently.

**Cross Town Connect Dispatch & TMA Costs:** D. Carty explained that the Town will have dispatch services through September 2024. D. Carty asked A. Burney to provide information about the Transportation Management Association (TMA) and their conversation with TransAction. A. Burney gave a brief history of the Cross Town Connect program, the intermunicipal agreement, and transportation management association that was part of it. This included that the intermunicipal agreement (IMA) is now expired and the lead town (Acton) decided to abandon formalizing the TMA. A major part of the IMA was an agreement that Acton would contract for dispatch and the TMA would allow for private sector actors to contribute and get the benefits of the transportation services. The public/private partnership was slow to develop and led to the cessation of the TMA. A. Burney went on to outline how the lack of TMA creates a question of the amount Sudbury owes for dispatch services, which is complicated by the expiration of the IMA. A. Burney went on to explain that he has contacted the appropriate individuals in Acton to confirm that Sudbury is up to date on their payments and ensure that there are no outstanding invoices.

A. Burney explained that he believes it may be worth the Town and other partners in the IMA working to aid local businesses in setting up a TMA to work in parallel and partnership with the IMA. D.

Carty and A. Burney will begin to explore the renewal of the IMA with the Town Manager and the Town of Acton.

**Public Input:** K. Bell inquired about the number of WAV trips that are assigned to Annex on a monthly basis? D. Carty informed her that it was only a handful or so per month, but it is a valuable service.

K. Bell went on to inquire about the important work relative to the Transportation Program that was performed by the former Assistant Director of the Senior Center. R. Lieberman indicated that the search is underway to fill the position. A. Burney added that the work is being handled by existing staff and is being done, although it is being combined with the other individuals' day to day work.

L. Faust questioned why Uber was transitioning from address to LAT/LONG trip tracking? D. Carty indicated it was just a record keeping matter for them and outlined some real-world examples to illustrate the change.

**How to Shift Riders from Taxi/Uber to New Services:** D. Carty posed the question, how do we (the Transportation Committee) shift ridership from existing services to the new lower cost services? He went on to opine that the sooner the transition happens the longer both services will survive.

A. Sapienza noted that using the Senior Center to disseminate information about the upcoming programs would get the information out and to focus on the program not the desire to shift ridership.

A. Burney recommended targeting housing developments that are within the geofenced service area.

R. Lieberman felt that using the previous methods (i.e., Senior Center newsletter, flyers at Town Buildings and other high traffic areas) could yield success.

C. Wallace suggested a targeted email to current users might be the most efficient.

D. Carty agreed and noted that this was something that Ana Christina normally handled. He went on to suggest that any message should outline the benefits of the new programs to current riders and be easily digestible as R. Lieberman suggested.

A. Sapienza and D. Carty both noted the new programs are a collaboration with MWRTA and partnering with them to develop the message may be the best course of action.

T. Terrasi, MWRTA, introduced himself to the group, outlined his position with MWRTA and offered to assist the Transportation Committee in any way that he could with the messaging and MWRTA related issues.

There was a brief discussion about the status of the Catch Connect and Transportation Innovation Grants and their specific statuses.

K. Bell lamented the loss of the Town Cryer and the impact that had on the Town's ability to do outreach through the news. She went on to suggest an article in "The Patch."

A. Sapienza suggested that the Committee may be at the point where placing items in the Boston Globe may be the best bet. She continued that the Catch Connect funding has the potential to be available by mid to late 2024.

D. Carty opined about rider trends and the need to create financial sustainability for transportation programming.

D. Carty outlined the Action/Future Items for upcoming meetings.

- Commuter Shuttle possibilities
- TransAction and Acton IMA/contract
- Working with Rep. Gentile in the April timeframe to extend the earmark funding
- How the Town can support a future TMA

He then inquired if anyone else has future items

A. Burney expressed a desire to, in conjunction with the rail trails, explore multi-modal connections in Town.

C. Wallace inquired about what happened to the Route 20 to Riverside shuttle that was operating prior to COVID? Is there a possibility that this can be revitalized?

T. Terrasi offered to do some checking amongst MWRTA staff for additional information about that.

L. Faust stated her recollection that the cessation was related to a lack of drivers.

**Minutes:** D. Carty presented the minutes with corrections from A. Sapienza and R. Lieberman. There was a brief discussion about the proposed edits.

A. Burney moved to accept the minutes as edited; Seconded by A. Sapienza. Roll Call vote was unanimous to accept the minutes

**Next Meeting:** The next meeting was scheduled for Friday, February 16, at 10:30 AM via Zoom.

**Adjournment:** Dan asked for an adjournment, Bob moved, and Adam seconded. Roll call was made and was unanimous.