



Town of Sudbury

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

Sudbury Transportation Committee

Minutes

Wednesday September 5, 2018

9:00 AM

Silva Conference Room, Flynn Building, 278 Old Sudbury Road

Core Members Present: Daniel Carty, Carmine Gentile, Alice Sapienza, Beth Suedmeyer, Daniel Nason, Bethany Hadvab,

Advisory Group Members Present: Deb Galloway, Scott Nix,

Absent: Charlie Dunn

Confirmation of Quorum

The statutory requirements as to notice having been complied with, Dan Carty as acting chair convened the meeting at 9:02 a.m.

Member Introductions

Dan Carty confirmed that all members knew each other, introductions not required

Selection of Clerk to take minutes

Dan Carty volunteered to take minutes for this meeting.

Review Mission Statement

Mission Statement reviewed by Committee.

- Alice Sapienza: Who needs to become engaged in order for Transportation to become integral to Sudbury? And what can this Committee actually do?
- Beth Suedmeyer: Is the mission really to dissolve Committee into Town Staff? Alice Sapienza referred to the Lexington model and that this could mean adding staff at some point. Beth Suedmeyer said that this Committee and concept is in its infancy in Sudbury, other towns have staff and committees working on issue together due to size.
- Scott Nix Said there is indeed a need but Sudbury is different from Lexington- no downtown per se. Thought the way to proceed is to identify first the need then develop the model to support it.
- Alice Sapienza – School aged children is something we may not have a handle on
- Beth Suedmeyer – thinks data collection is first step. We have UMass Livability study coming back to us end of September; both focus group and survey results. What other data do we need?
- Alice Sapienza – Local clergy association states their #1 issue is transportation
- Dan Carty recommended started with identification of customers, group agreed. Also group agreed that we would not tackle this today and this should be topic for next meeting.

Discussion of recent and future Cross Town Connect (CTC), Minuteman Advisory Group on Interlocal Coordination (MAGIC) meetings & topics

- Alice Sapienza gave overview of MAPC (Metro Area Planning Council), CTC (Cross Town Connect), and MAGIC (Minuteman Advisory Group on Interlocal Coordination). Alice will be presenting to MAGIC at Sept 6 2018 meeting about the taxi, Bus, and Livery initiative. MAPC has asked us to cease talking to individual vendors and instead suggested we put out an RFI to multiple companies. Meeting to be held at 2:30pm. Carmine Gentile gave address as Concord DPW Building, 141 Keyes Road. Beth Suedmeyer stated she will be in attendance along with Alice. The Town's official MAGIC representatives are Pat Brown (Board of Selectmen) and Steve Garvin (Planning Board). Pat will not be able to make it and Beth was not sure of the status of Steve Garvin.
- Alice Sapienza asked forum if we felt we should continue paying the \$5,000 annual fee to CTC as our membership expired in August. Deb Galloway and Alice agreed that CTC has not yet met their expectations and that we could always rejoin if we wanted or needed to. Alice opined that CTC needs to become less Acton-focused and more regionally focused. Beth Suedmeyer mentioned working within a regional structure, MAPC and/or the Metrowest 495 partnership would help with collaboration and coordination. Alice recommended not taking action immediately; Scott Nix asked if we have received a bill. Deb Galloway took the **action item** to find out if we have received a bill; from there committee can decide what they want to do regarding CTC membership.
- Alice Sapienza discussed TransLoc, a Ford-owned provider of demand-response technology for city-owned microtransit solutions. She was introduced to TransLoc by MAPC and while we'd need to do an RFI to engage them there is a small window of opportunity. Through December 31 of 2018 the price would be \$25,000 but it goes up to approximately \$200,000 in 2019. She also noted that if we partner with TransLoc Ford would co-own our data.
- Beth Suedmeyer suggested that we get a document repository going; she will take the **action item** to get pertinent documents up onto the Town website in the Transportation Committee section. She also suggested centralizing documents like contracts that would be helpful to have in one place yet not necessarily appropriate to put on website. Beth agreed to be the keeper of said folder.
- Deb Galloway took **action item** to provide the group with Senior Center transportation options. Bethany Hadvab took **action item** to reach out to Sudbury Public Schools and Lincoln-Sudbury to get applicable transportation data. The group agreed that these would be very helpful and thanked Deb and Bethany for the suggestions. Group also agreed that these would mesh nicely with the upcoming Customer identification exercise.

Member Updates, Administrative Updates

None suggested by Committee

Future Agenda Items

The following suggestions were made regarding future agenda topics:

- Review of action items
- CTC membership extension
- Identification of Microtransit providers for December 31 RFI deadline with TransLoc
- Formulation of strategy on how this committee should proceed

- Customer Identification
- Stakeholder analysis
- Funding and Grant opportunities
- Future Housing developments and transportation impacts
- Integration of data from UMass Livability Assessment
- Discussion of roadway, crosswalk, sidewalk, and trail network
- How this Committee integrates and engages with other departments and committees
- Safe Routes to School – DOT program
- Addition of member and/or participation from Commission on Disability
- Examples of similar committees from other towns – Acton, Lexington, others

Discuss and schedule upcoming meetings

Group was in agreement that bi-weekly meetings would be appropriate to start with and that mornings were generally better than evenings. Suggestion of next meeting to be held Monday September 17th at 9AM was made and group agreed.

Elect Committee Chair

Carmine gentile motioned that Dan Carty should be Chair. Dan Nason second. Group unanimously agreed. Carty gave caveat that he would Chair but that we needed to rotate Clerk duties each meeting, group agreed.

The committee voted unanimously to adjourn at 10:13 am.