



# Town of Sudbury

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

## **Sudbury Transportation Committee**

### **Minutes**

**Friday, August 21, 2020**

**10:30 AM**

**Via Town Zoom Conference Call**

Core Members Present: Daniel Carty, Alice Sapienza, Sandy Lasky, Doug Frey, Debra Galloway

Core Members Absent: Adam Duchesneau, Dan Nason

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

Guests: Linda Faust, Kay Bell

### **Confirmation of Quorum**

The statutory requirements as to notice having been complied with, Dan Carty acting as chair convened the meeting at 10:35 am. A quorum was confirmed.

### **Selection of Clerk**

Sandy volunteered to take meeting minutes.

### **MAPC COVID-19 Taxicab, Livery, Hackney Transportation Partnership Grant**

MAPC Grant has been awarded to Sudbury effective through February 2021 pending some required information:

- Town Contract with Taxi Companies, which is currently moving through Town Counsel by Adam.
- Revised contract with MAPC is also being reviewed (revised contract states that, if Covid 19 virus goes away before the end of the contract, all monies must be returned).

Alice expressed concern that, if the taxi contracts were dated through June 21, 2021 (date listed in the first draft of the contracts), they would reduce the town's ability to negotiate rates later. It was agreed that we would monitor actual taxi usage through the MAPC grant period of February 28, 2021, and determine if we wanted to set different rates within the GoSudbury initiative, at a later date. As part of MAPC contract, JFK will only be used for WAV transportation.

The funding provided under MAPC is \$23,050. This amount was based on the assumptions used in the grant application, which estimated a likely number of rides within certain distances from the center of Sudbury. See attachment.

Additional funds have also been made available to supplement this grant including:

- Just under \$3,000 through a grant awarded to the Senior Center from Bay Path
- \$5,000, out of the \$20,000 originally allocated to GO Sudbury support from the Meadow Walk Mitigation Fund (now, \$15,000 remaining).

A motion was made that the above funds (\$23,050, ~\$3,000 and \$5,000) all be used for the Taxi Service Program as defined in the MAPC grant.

The motion was accepted unanimously by the Transportation Committee members present.

### **TO DO List**

Documents that need to be moved to a final form include:

- Waivers – to be finalized and approved by Town Counsel. Adam has edited and submitted these forms w/o 8/17. These forms will be shared with Doug, Linda and Kay for input.

Communications:

- Press release is ready and flyer will be edited. These will be released within 10-14 days of the start of the program. Those who currently have applied with rides will be notified of the program to enable access as soon as possible.

Dispatch:

- Adam has a person (Beth) designated as liaison for dispatch to the Taxi Companies (this position is funded by the MAPC grant)
- Anna Christina from the Senior Center will register people for the program
- Beth will enter names to the spreadsheet and communicate with the taxi companies every day.
- Registration will be open 9-4 weekdays and instructions as to how and when to reserve rides will be made available to all who are registered.
- JFK WAV rides will not be available M\_F 7:00 -9:30 a.m. and 1:30-4:00 p.m.
- JFK hours of operation at Saturday and Sunday 6:00 a.m. to 8:00 p.m. and M-F 5:30 a.m. to 8:00 p.m.
- It was proposed that these taxi rides be made available for Town Meeting on September 12 as well as asking if Bethany has any ride gift cards available for that date.
- Grant purposes for ride will take priority over other needs (see grant) and pent up demand for Medical appointments will be filled immediately.
- GoSudbury application will be used for registration purposes. Dan will update form and provide a print copy as well.
- We will look at the language used by Wayland for notices and applications

### **Follow Up from last meeting**

Reverse 911 is still open. Town Manager has some reservations about using this source in non-emergency situations.

Determine lead time for taxi reservations. 24 vs. 48 hours.

### **Other**

On-demand rate comparisons (GoSudbury Proposal) clearly illustrates why we need both Uber and Taxis. However, we need both given that Uber does not provide WAV transportation. We will use our experience and data from the MAPC grant, to further refine our assumptions about transportation providers.

### **Assignments**

Adam – Legal Follow Up

Dan – Technical Follow Up

Alice- MAPC Communications, JFK Blackout periods for WAV vehicles

Debra – Circulate Covid Waivers

### **Motion to Adjourn**

Motion made at 11:20. Seconded and unanimously accepted.

The next meeting is Friday, August 28, 2020 at 10:30 AM via the town Zoom service (info to follow).

## Attachment: COST/USE ESTIMATES FOR MAPC GRANT

**Total grant amount sought: \$23,050**

- **Tommie's Taxi (\$16,620)**
  - \$15,000 for approx. 162 round trips (see assumptions, below)
  - \$1,620 cleaning (\$10 per round trip X 162 total round trips)
- **JFK Transportation (\$5,360)**
  - \$5,000 for approx. 33 round trips (see assumptions, below)
  - \$330 cleaning (\$10 per WAV round trip X 33 round trips)
- **Sudbury grant administration and dispatch (\$1,100)**
  - Part-time Planning and Zoning Coordinator in Planning and Community Development (see budget details in grant application)

### **Published rates of partner companies (cleaning cost separate)**

Tommie's Taxi (Framingham) Rates: From/to Sudbury and its contiguous towns: \$10 plus \$3.50 for first 2/7th mile plus \$0.50 each 1/7th of mile (i.e., first mile costs \$16; each additional mile costs \$3.50). For trips starting in Framingham, there is no \$10 surcharge.

Cleaning between round trips (see attached procedure): \$5 per ride, \$10 round trip

JFK Taxi (Natick) Rates: For WAV, fee is based on time: \$50/hr, 3-hr minimum.

Cleaning of WAV (see attached procedure): \$10 per round trip

**Assumptions:** Tommie's Taxi estimates are based on three distinct round trip categories (RIDE 1, RIDE 2, Wild card). Each category is defined by two factors. The first is an assumed distance of a resident from likely locations of health care, shopping, pharmacies, etc., in Sudbury (5, 10, and 24 miles each way, respectively). The second is the probable percentage of the total budget that would be allocated to round trips in each category (10-, 20-, and 48-mile round trips, respectively). The WAV estimate simply assumes a rider would utilize the entire 3-hour minimum for a round trip to the latter types of destinations.

Tommie's Taxi, \$15,000 allocated as follows to three distinct roundtrip categories:

- **RIDE 1, 50% of total (\$7,500):** residents within 5 miles of Shaw's Plaza, including pharmacy, Emerson Medical, dental practices, mental health resources, physical therapy (RT = 10 miles), *\$61 round trip, about 20 round trips/month or about 5 round trips/week*
- **RIDE 2, 40% of total (\$6,000):** residents traveling to Emerson, MetroWest Medical Center, Baker Avenue physician offices, etc. (RT = 20 miles), *\$158 round trip, about 6 round trips/month or about 1 round trip/week*
- **Wild card, 10% of total (\$1,500):** resident traveling 24 miles from pickup to destination; 48-mile round trip costing *\$200, about 1 round trip/month*

JFK Transportation, approx. 33 WAV round trips total

\$5,000 funding over 6 months could provide about 33 round trips total, or between 5 and 6 round trips/month (or about 1 round trip/week) @ \$150/round trip minimum.