



Town of Sudbury

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

Sudbury Transportation Committee

Minutes

Friday, August 28, 2020

10:30 AM

Via Town Zoom Conference Call

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

Core Members Absent: 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 10:34 am. A quorum was confirmed. (Because of unexpected work commitment, Dan Carty had to leave the meeting at 11 AM; Adam continued in the role of chair.)

Selection of Clerk

Alice volunteered to take meeting minutes.

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

Adam described the status of a number of documents related to the MAPC grant:

- The contract document between Sudbury and MAPC has been reviewed by counsel and is ready to be signed (this is the “latest fillable pdf” form sent by MAPC on 26 August). The contract should be sent back to MAPC today or early next week, which then permits the award money to be electronically deposited (\$23,050). NOTE: Adam sent the signed contract to MAPC 8/28.
- Contracts between Sudbury and the two taxi companies (Tommy’s and JFK) have been reviewed and are ready to be sent/signed. Adam will ask for insurance review as well (relevant text is included in the document in the “indemnification” section 15).
- Company COVID cleaning policy documents for the two taxi companies have also been reviewed and will be returned to the companies (one addition recommended: *leaving vehicle windows open as much as possible*).
- Waiver documents for riders reviewed:
 - Data sharing waiver (originally for Uber) agreed upon; this will be included in the GO Sudbury! application.

- COVID hold-harmless waiver, based on the Silver Spring waiver provided earlier by Debra, is agreed upon and will also be included in the GO Sudbury! Application. The title on this document was originally the “Sudbury Emergency Rides Program.” Linda noted the confusion that might be caused by the word, emergency, and the title was changed to: “GO Sudbury! Taxi Rides Program.”
- Dan Carty will update the online application to reflect the above documents.

Community Compact Grant Updates

Adam stated that he will try to arrange a virtual meeting of the multi-town Steering Committee during the week of 14 September (after school has opened, and following the Town Meeting on 8/12/20). The purpose of the meeting is twofold: to update everyone (we assume one or more towns may have applied for the MAPC grant as well), and to discuss the possibility of a multi-town contract with a provider of WAV services or another arrangement.

WAV Provisions

Members discussed the current time constraints of JFK’s WAV vehicles, which have been allocated to prior clients between 7:30 AM and 9:30 AM/1:30 PM – 4 PM during the week. The “slots” available for Sudbury will make it difficult for residents to schedule medical visits.

The example of Carlisle provides an interesting option. Their CoA collaborated with the regional transit authority (Lowell) and were funded for an MV-1, wheelchair accessible vehicle. The town then contracted with a 3rd party Livery Service vendor to operate the MV-1 on behalf of Carlisle. The town subsidized rides (40% to 50%), with the rest of the fare coming from voucher purchases by the riders.

Debra noted that their CoA vehicles from the MWRTA are still not available because of a delay in an electrostatic spray that is to be used after every ride. In addition, the Town Manager has not yet given permission to the CoA for these vehicles to be put into service, even with the cleaning proposed. Once approved, drivers are available and willing to provide services.

Administrative and Other Topics

Linda asked if transportation could be provided to the upcoming Town Meeting (9/12), held at the high school and outdoors. There was a discussion of the use taxis, Uber, and school buses for individuals who needed rides in order to attend (e.g., Linda). Sandy volunteered to send an email to Henry, asking about transportation possibilities. (Again, WAV services would be challenging to provide.) According to MA law, general town meetings cannot be held virtually but must be in-person. Special town meetings can be held virtually.

Debra, Doug, and Sandy will continue to refine the communications strategy associated with both the taxi and Uber portions of GO Sudbury! It appears likely that we may be able to start offering rides in about 2 weeks; communicating in advance will allow people to register beforehand. Debra provided a copy of the Wayland taxi application, and the committee agreed it was an excellent model for

Sudbury (Debra will modify as needed). Ana Cristina will register people using the form, and Beth will be the liaison with the taxis (dispatch) based on the form. It should be noted that the form provides places for drivers to include information on the ride, which will help in the ongoing analyses. Note that the form is in addition to the GO Sudbury application.

Because of the confluence of the MAPC taxi grant with the likely start of Making the Connections (with Uber), Alice reviewed the specific purpose of both the taxi and Uber services. As stated in the proposal to MAPC, three types of rides will be subsidized by the taxi grant for our target population (seniors, people with disabilities, veterans, and the financially vulnerable):

- Non-COVID related, non-emergency medical trips
- Grocery or other essential shopping trips
- Workforce transportation for essential workers (medical, nursing home, grocery workers, etc.)

According to the Making the Connections grant, Uber rides will be subsidized for transportation to health and community resources, as well as economic opportunities. This initiative is for a broader range of destinations (e.g., community resources can include the library and faith communities) as well as a broader range of residents (*economic opportunities* can apply to anyone in the target groups, not just *essential workers*).

In terms of billing and payment, contracts between Sudbury and the taxi companies state: *At an agreed upon date each month, the Contractor shall present the accumulated charges with an invoice outlining the month's ride activity to the Town's Planning and Community Development Department.*

Approval of Minutes

Alice moved to accept the minutes of 21 August; Doug seconded the motion; minutes unanimously approved.

Motion to Adjourn

Adam made the move to adjourn at 11:34 AM; the motion was seconded and unanimously accepted.

The next meeting is 4 September 2020 at 10:30 AM via the town Zoom service