



Town of Sudbury

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

Sudbury Transportation Committee

Minutes

Thursday, July 14, 2022

10:30 AM

Via Town Zoom Conference Call

Core Members Present: Daniel Carty, Alice Sapienza, Adam Duchesneau, Kay Bell, Bob Lieberman, Debra Galloway

Core Members Absent: None

Advisory Group Present: None

Advisory Group Absent: Martha Welsh, Scott Nix, Beth Suedmeyer, Carmine Gentile, Bethany Hadvab, Silvia Nersessian, Mary Warzynski

Guests: Linda Faust, Ana Cristina Oliveira

Confirmation of Quorum

The statutory requirements as to notice having been complied with, Dan Carty as Chair convened the meeting at 10:31am. Dan Carty made an announcement that this was a public meeting, and the meeting was being recorded via Zoom and by Sudbury TV. He took roll call, noted a quorum was present, then announced that he was making Adam Duchesneau co-host of the Zoom session.

Selection of Clerk

Debra volunteered to take meeting minutes.

Dan noted that the MA State Legislature has not voted to extend approval of remote Committee meetings, and the approval expires tomorrow. This could change before our next meeting, but the Committee will need to plan for a possible in-person meeting just in case. The Town Counsel shared language that can be used on the next meeting agenda to indicate that the meeting may be virtual or in-person depending on legislative action. This information will be included in the next agenda.

Administrative Updates:

Dan recapped the action items from last meeting and agenda items for discussion:

- Making the Connections Meeting is July 25 at 12:00 PM

- Adam sent out the most recent finance summary to the group
- Roll out of changes to GoSudbury programs
 - Dan made the Committee's recommended updates to the registration pages/applications for both the GoSudbury Uber and Taxi programs and will review with the group today
 - Kay created a communication piece on the changes to the programs to be reviewed by the group today; Dan thanked Kay for this and indicated that he was able to use some of the language for the new registration pages
 - Adam worked with Nelson/Nygaard to get a GoSudbury logo prepared, and this was shared with the group and added to new registration pages
 - Adam reports that he is able to edit our Uber account to change the copays and geofencing when we are ready to do so

- Alice is working on the final MAPC report; and has asked for input
- Alice submitted the MassDevelopment grant proposal and will share it with the group
- Alice, Adam and Dan are to meet with the MPO staff to discuss our request for technical assistance regarding the Regional Transportation effort described in the Business Plan to the Select Board
- Dan and Alice examined Taxi and Uber data for summary statistics

Taxi and Uber Data

Alice and Dan reviewed the Taxi and Uber data. Dan reported that there were 69 unique riders and 920 rides provided through the Taxi program. He noted that 10% of rides were by 40% of riders; and 2/3 of riders took 10 or fewer rides. A few of the riders accounting for a high percentage of rides used the Taxi service to get to dialysis or cancer treatments.

Dan also reported that of 112 people who signed up for Uber, there were 45 who used the service. For the Taxi program, 173 people signed up, and 69 people have taken taxi medical trips. Dan reported that 68 people signed up for both programs and he hopes to figure out how many riders have *used* both the Taxi and the Uber programs.

Alice shared that the provision of a cap of 20 one-way rides per month would have impacted only one individual in the year of the Taxi program. The Committee previously has agreed that the cap may be adjusted, should a rider have a significant or urgent need.

Update on Financial Status:

Adam reviewed the current month's expenditures and remaining resources available for the Go Sudbury programs. June charges for Tommy's Taxi were \$3,507 and the Uber invoice totaled \$4,243 (the JFK invoice was not available at meeting time). The phone calls by Ana Cristina to the high users of the Uber program seemed to have an effect and resulted in a decrease in Uber rides after peaking in May. The Taxi program invoice increased by about \$1,000 from May.

Adam noted that the July invoices will exhaust all the Meadow Walk mitigation funds and the Annual Town Meeting Article 14 funding will be used going forward (\$93,000 remains from the original \$100,000). The MAPC grant is also exhausted. There is still a possibility of some funds from the MAGIC grant and additionally a small amount from the “Making the Connections” grant.

MAPC Final Report

Alice sent an email request to the group for input into the MAPC final report. She heard from Debra and hopes others will send any stories or feedback that they have heard, especially from riders who used the service.

MassDevelopment Grant

Alice finished the MassDevelopment grant application and submitted it. Last year, the application requested \$225,000 for the 6-town collaboration and received \$100,000. She noted that Sudbury, Acton, Bolton and Stow are collaborating on this year’s grant. Sudbury and Acton have the largest funding requests. Dan thanked Alice and asked if she could share the finished proposal with the Committee.

MPO Tech Assistance

Alice is awaiting more information from the MPO regarding our request for technical assistance. She noted that they may ask a Route planner to assist with this regional effort.

Roll Out of Program Changes

Dan thanked Kay for creating the communication piece on the GoSudbury program changes. Dan indicated that he was able to use some of the language for the new registration pages. As Dan shared the communication language on the screen, edits were made to clarify the changes in eligibility, co-pays and ridership for the Uber and Taxi programs. Key changes, approved by the Committee at the last meeting, were made to the eligibility guidelines, copayments, geofencing, and ridership.

A summary of the program changes added to the communication and registration pages follows below:

Riders are eligible if they are either:

- A Sudbury resident
- A person with a child enrolled in Sudbury Public Schools or Lincoln-Sudbury Regional High School
- A person that resides elsewhere and works in Sudbury

AND one of the following:

- 60 years of age and older
- 18 years of age or older with a disability that limits driving
- Active duty military, Reserves, National Guard, or veteran of the armed forces
- 18 years of age or older with financial need

The Committee has added a ride limit of 20 one-way rides per month per participant in the program.

Copayments will be increased for the Uber program as follows: for rides up to 5 miles the copay is \$3; for rides between 5-10 miles – copay is \$5; and for rides beyond 10 miles the copay will be \$15.

Current registered riders will be required to re-register with the program so that they can view and indicate that they understand the program and policy changes.

The new GoSudbury logo will be added to the communication piece. Dan will finish any edits and share the revised communication with the Committee. Debra and Ana Cristina, as well as Adam, will use the communication language and links to send emails to program participants, as well as update the Senior Center and Planning Department/Town webpages with the information. The Communication will also be shared with Bethany Hadvab, Town Social Worker. The changes and re-registration will begin on August 1, 2022.

The Committee discussed the idea of adding copays to the Taxi program. It was decided instead to add language indicating that copays may be instituted for the Taxi program in the future.

The new program communication language will be shared with users via email as of July 15, 2022.

Review of GoSudbury Applications for Uber and Taxi Programs

Dan shared on the screen the online applications for the GoSudbury Uber and Taxi programs. The Committee members reviewed and updated the language to reflect the changes in eligibility and copayments. The application language will mirror the language in the revised communication above. Annex Transit was added as a new vendor for Taxi services.

Ana Cristina questioned whether the Uber riders would need to be removed from the Uber dashboard and then re-entered after the re-registration. After discussion, the Committee decided that the current riders would remain on the Uber dashboard. After the communications and new applications are shared with riders, the riders who are no longer eligible will be given a grace period of perhaps one month at which time they will be notified that they are no longer eligible to use the program and they will be removed from the Uber dashboard. Current riders who remain eligible but who have neglected to re-register, will be notified that they need to re-register to continue utilizing the program.

A question arose about a rider who needed to change her email address when re-registering. Dan explained that Ana Cristina may need to remove the person's old email address from the Google sheet.

Dan will copy the question about *how applicants learned about the program* from the Taxi application into the Uber application. COVID-19 safety language was removed from both applications.

Dan will finish the updates to the applications and will share the new applications as Word documents and as links, as well as the spreadsheets with Ana Cristina and Debra. The communication language and links will be also be shared with the Committee.

Summary of Follow-up Items:

- Dan asked that Adam review the legal language of both the Uber and Taxi waivers.
- Alice will contact CrossTown Connect about the listed holidays for the dispatch service.
- Dan will allow access to new Google application/sheets to Debra and Ana Cristina.
- Dan will share the updated communication language (Word doc) and applications with the Committee.
- Debra and Ana Cristina will publicize the program changes and email current riders regarding the changes and re-registration
- Dan, Alice and Adam will be in touch regarding the application for Technical Assistance with the MPO
- Dan will calculate the number of riders who have used both programs.

Next Meeting:

The group set the next Transportation Committee meeting for Wednesday, July 27, 2022, at 10:30 AM via Zoom or in-person, pending legislative action on remote meetings (virtual is preferred by members).

Actions for Next Meeting:

- Any last-minute changes to the GoSudbury applications.
- Return to discussion of the recommendations to the Select Board.

Meeting Minutes:

Dan reviewed proposed changes to the minutes of June 9th. A motion to approve the edited Transportation Committee meeting minutes for June 9 was made by Alice, seconded by Bob, and unanimously approved by a roll call vote. Dan reviewed proposed edits to the June 24 Minutes with the group. A motion to approve the edited Minutes was made by Kay and seconded by Alice, and approved unanimously by roll call vote of the Committee. And finally, the July 1 edited minutes were reviewed. A motion was made by Bob and seconded by Kay, and approved by roll call of the Committee members, with Debra abstaining.

Adjournment

Kay moved to adjourn the meeting at 12:05 PM, Debra seconded, and the motion passed unanimously.