



Town of Sudbury

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

Sudbury Transportation Committee

Minutes

Friday, December 9, 2022

11:00 AM

Via Town Zoom Conference Call

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

Core Members Absent: None

Advisory Group Present: None

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

Guests: Linda Faust

Confirmation of Quorum

The statutory requirements as to notice having been complied with, Dan Carty as Chair convened the meeting at 11:01 AM. 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, and announced that he was making Adam Duchesneau co-host of the Zoom session.

Selection of Clerk

Dan volunteered to take meeting minutes.

Administrative Updates:

Topics that needed discussion this meeting, as stated by Dan, included the following:

- Recap of recent Select Board meeting
- Prepare for Adam and Deb upcoming meeting with Interim Town Manager
- Prepare for upcoming meeting with CTPS
- Quick check of finances
- No minutes will be reviewed this meeting
- As time allows perhaps discuss vouchers and copays for taxi program

Action items were reviewed:

- Annual committee report – Dan to complete
- Policy document update – Deb reported that Town Council should review, Dan concurred and stated he would forward accordingly
- Related to above Dan noted that he still needed to discuss with Interim Town manager appeals processes, capping rides, and related legal issues
- Grant status – Adam reported that the contract with MassDev has been submitted
- Annex Transit – Adam reported that Annex submitted last insurance info required and they signed the agreement which now is with the Interim Town Manager. Once signed he will set up a meeting with Annex and dispatch
- Outdated Cross Town Connect (CTC) link – Deb reached out to CTC and they reported that it can and will be fixed
- Medicaid Eligibility – Deb submitted to Dan
- Sr Van eligibility – Deb submitted to Dan
- Uber and Taxi data – Alice submitted to Dan
- Compile asks from Select Board – in process per Dan
- Hours spent by various members supporting program – Members reported this was in process and they would submit hours to Dan who would compile tasks performed and associated hours
- Metropolitan Area Planning Council (MAPC) report – Alice requested that it be discussed later in meeting

Recent Select Board Meeting recap: Dan began conversation by advising members to take the time to watch the meeting recording so that nothing was lost in translation. He then summarized that there was a shift in the discussion in that the Select Board suggested that the transportation programs be looked at as if they were to be run by staff and not a committee. Dan then reported that Adam and Deb were to meet with the Interim Town Manager in the near future to discuss further and asked what information would be helpful in those discussions. He added that he had concerns with rider data and possible HIPAA violations and asked that we be very careful with what level of detail is shared. Alice pointed out that riders agreed that data be shared only in the aggregate, as described in waivers signed upon enrollment. Kay asked about the time required to mask the data as needed and Alice added that similar data was submitted to Central Transportation Planning Staff (CTPS) and the MAPC. Dan stated that he wanted to be careful how he answered this question and stated while he was trying to fulfill requests made of him he was also doing some personal prioritization in how he was addressing. He then screen-shared a document recently received from the MAPC final report, which he shared with the Select Board showing Sudbury as a case study along with Medford and Somerville. Alice and Kay both noted that they liked this document both in content and level of detail. Discussion ensued regarding the close proximity of rides in Medford and Somerville versus longer distances covered to and from Sudbury. Deb mentioned that perhaps once the Select Board had a chance to digest this report perhaps they would be more satisfied with the information this committee has already provided. Dan stated that he would make sure everyone received a copy of this report.

Prepare for Adam and Deb upcoming meeting with Interim Town Manager: Discussion turned to upcoming staff meeting with Deb, Adam, and Interim Town Manager Bilodeau. Deb noted that there were two areas to consider if and when incorporating transportation service operation into town departments: The first encompasses a) big picture planning, b) grant applications, c) meetings with

groups like MAPC, and other similar items. The second is would include the hands on working with riders, helping them troubleshoot issues, and providing technical assistance. Alice added that the Senior Center was very good at saying who can go where and why via the Senior Center van but it was important to note that if we are providing a medical ride in the van it could possibly bump someone that was using the ride for shopping or socialization. Dan stated that there certainly were the operational aspects of the discussion that would be important but also the budgetary constraints needed to be discussed. Bob noted that from the Select Board meeting the three takeaways he heard were operationalization of the program, how would it be funded, and does the town currently have transportation experts on staff. He added that a new Town Manager was starting on February 13.

Prepare for upcoming meeting with CTPS Next Dan asked Alice to recap recent and upcoming activities relative to CTPS. Alice stated that a meeting with CTPS was scheduled for Monday December 12. She added that CTPS was interested in reviewing the draft scope of work and she added that this would be a multi-year process involving the design of appropriate proof of concept pilots with collaboration between neighboring towns and Regional Transit Authorities (RTAs). She recapped the status of transportation in the neighboring towns of Acton, Bolton, and Concord and added that Lincoln, Wayland, and Weston may be interested. Dan thanked Alice for all the work she has done to get us to this point then added that he was asked the interesting question in the recent Select Board meeting “What would the future look like?” He answered that the technical details would likely have to be worked out with groups like CTPS but there were the softer aspects like relationships between towns and RTAs that needed to be considered as well. Alice concurred and stated she was careful to bring forward some of the items mentioned. Kay stated there was a lot of focus from the Select Board on the taxi program and the data it provided and then asked what role the Uber program played in our planning. Alice stated the two programs collaboratively served a need. Kay added the Senior Center van does as well and like towns that have robust transportation programs multiple modes are used. Dan stated that options were important but we needed to consider how to make people take the lowest cost options that is appropriate for their situation.

Program finances: Dan shared the financial spreadsheet document and noted that the burndown view had not been assembled as we did not yet have the November taxi data. The November Uber data was discussed and that it came in under \$4,000 again for the third month in a row while the previous six months had been over.

Meeting Minutes: Dan noted minutes would not be reviewed in this session.

Next Meetings: Dan noted the next meeting would be for Friday, December 16 at 11:00 AM via Zoom. Discussion ensued about potentially scheduling a session for Friday December 23 but decided to hold off until the next meeting before scheduling.

Adjournment: Kay moved to adjourn the meeting at 11:53 AM, Alice seconded. Dan called for public comment but there was none. Roll call to adjourn was taken and it passed unanimously.