

**Sudbury Transportation Committee
Minutes
Friday, October 4, 2024
Via Town Zoom Conference Call**

Core Members Present: Daniel Carty, Alice Sapienza, Debra Galloway, Bob Lieberman, Adam Burney, Cheryl Wallace

Guests: Jim Nee, Daniel Fitch, Tyler Terassi, Sudbury TV, Linda Faust and Kay Bell

Confirmation of Quorum: The statutory requirements, as to notice having been implied with Dan as chair convened the meeting . Dan made an announcement that this was a public meeting, and the meeting was being broadcast live via zoom and recorded by Sudbury TV. He took a roll call, noted a quorum was present and announced that he was making Adam co-host of the zoom session.

Selection of clerk: Dan asked Cheryl to take minutes and Cheryl confirmed, yes.

Administrative topics: Dan discussed the upcoming Doing Good Fair, MVP, and the select board meeting he had requested. References about metrics of the MWRTA program were noted with Alice agreeing to add her research to the discussion, In addition, surveys and Uber rides were to be discussed. Dan thanked Jim, Daniel and Tyler of the MWRTA for their presence and spoke of grant reporting and general discussion of how the Catch Connect program was going. Alice updated the committee of her revisions with Daniel concerning the Catch Connect

metrics. The survey was again mentioned as a plan and the metrics for Catch Connect and the Hospital Shuttle. She mentioned "Un-met needs" and the intention to keep track of destinations and ride requests that were not covered by either of the programs. This would be important data tracking and address the opportunity for potential expansion. Dan shared the grant program document and asked how granular we should be with the data. Daniel said addresses would be collected and Alice would convert that into necessary metrics. Dan offered to collate the drop off destinations of both programs, allowing the MWRTA to see what medical or shopping destination not covered by the current program could be incorporated, based on need. The time constraints made this a high priority project. Dan asked about surveys and Alice brought up the previous surveys used for Uber and taxi riders and how that could be applied to Catch Connect and the hospital shuttle. Debra voiced the idea of using the current email list of users of all the programs to create a mailing list. Potentially an onboard survey link would also be provided. Dan brought up that there are users who are not currently on an email list so only those that have used the Uber, Lyft and taxi service would have access. Adam broached the idea of a QR code that could be posted in the Catch Connect and hospital shuttle vehicles for people to take surveys, guaranteeing that ridership would already be confirmed. Jim confirmed that would be a simple and easily implemented service. Dan offered to write the surveys and create the QR code necessary. Daniel made note that no email addresses were collected with hospital shuttle riders, and they may have assign the QR codes to the actual drivers. Bob asked whether the previous survey percentages warranted another go and Alice confirmed that 30% is the minimum needed for good results and the program had at least 40%-50%. Debra noted the lack of cell phone availability by some users so printed versions would be made available. Linda Faust asked if the emailed versions would be screen reader accessible and Dan confirmed he'd make sure to do a dry run.

Dan reminded the group about the impending Sudbury Doing Good Fair and said he'd be getting the committee a table and would be there between 11-2. Cheryl said she would be there representing the Commission on Disability and offered to try to split time between tables. Dan said he'd make sure the tables were next to each other for convenience. Linda asked what the latest ride she could take was on the shuttle and Daniel replied that 5:30 PM would be the safest bet for guaranteed pick up as the drivers are supposed to finish their shift at 6PM. Kay Bell confirmed the times for Doing Good Fair and thanked everyone for all their hard work. Cheryl asked if any "SWAG" was going to be available to be given away at the Sudbury Doing Good Fair and Jim offered to provide some materials and would try to see if they could send someone from the MWRTA to the event as well. Dan spoke about going to the next Municipal Vulnerability Plan (MVP) meeting in Boston and providing them with as much info as he could. Dan asked Adam about the town meeting money that needed to be spent down and the reimbursement of the earmark funds already spent.

Transit Issues: Jim confirmed that though the ridership has leveled off it was still far above expected numbers. The hospital shuttle numbers were at the expected ridership which includes both Sudbury and Wayland residents. Dan postulated that reduced numbers might be because of the kids going back to school. Dan asked whether the potential of extending Catch Connect to a 3 year program. Jim said if the service is successful after the first year they may be able to apply for extended funding and in this case, it would be through the Boston Metropolitan Planning Organization (MPO), CMac grants. The program is currently funded through the Community Transit Grant program. Jim noted they are similar application processes but very different

programs. Alice confirmed that this was so and that she had already looked into grants through Transportation Network Companies (TNC) and the MWRTA. Debra said that if we felt the program was a success and wanted to continue, we should contact the Town Manager and Select Board and have them consider whether to increase the local assessment which if from the RTA/MWRTA and consider asking for additional funding. Adam and Jim both agreed making it known we hope to continue the program and putting that forward to the Select Board was prudent. Dan noted a meeting on Tuesday, October 8th with the Select Board with the intention to renew the budget for the current Sudbury Transportation Committee programs. Potential commuter rail, and bike share services were also to be discussed as well as the Transportation Management Associations (TMA) master plan. Adam spoke about tying these programs in the sustainability program was a good strategy to discuss with the Select Board. Kay noted that there are students that commute to private school in Sudbury from other cities and that the lack of public transportation from the Concord commuter rail was a known issue. Dan spoke on the importance getting this meeting in as soon as possible and must be done by November. Alice added that the money being provided for taxi service was also of great importance. Cheryl stated that Sudbury not qualifying for "The Ride" and the consequential gaps in the system are the whole reason for the need for supplemental town services.

Minutes: A motion to move to approve the Friday, September 20, 2024 minutes was made by Alice and seconded by Adam. A roll call vote to approve the minutes was unanimous.

Next Meeting: The next transportation committee meeting would be on Friday, October 18, 2024 to which all agreed.

Adjournment: Dan asked for an adjournment, Adam moved, and Debra seconded. Roll call was made, and was unanimous at

11:45 AM