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**MINUTES OF PVTA'S  
ADVISORY BOARD MEETING  
April 9, 2018**

The Advisory Board Meeting of the Pioneer Valley Transit Authority was held on Monday, April 9, 2018 (postponed from March 28, 2018) at the Pioneer Valley Planning Commission Office located at 60 Congress Street in Springfield, MA, at 12:00 P.M.

**1. ROLL CALL**

	<i><u>Present (56.94 votes)</u></i>	<i><u>Not Present (5.05 vote)</u></i>
Agawam	Michael Squindo	
Amherst	Douglas Slaughter	
Belchertown	Brian O'Leary	
Chicopee	Steve Huntley	
East Longmeadow	Carolyn Brennan	
Easthampton	Brendan Rogers	
Granby	Jessica Langlois	
Hadley	David Moskin	
Hampden	Becky Moriarty	
Holyoke	Mayor Alex Morse	
Leverett		Peter D'Errico
Longmeadow	Mark Gold	
Ludlow		Brian Mannix
Northampton	Mayor David Narkewicz	
Palmer	Paul Burns Johnson	
Pelham		William Martell
South Hadley	Marilyn Ishler	
Springfield	Anthony Wilson	
Sunderland		Sherry Patch
Ware	Nancy Talbot	
West Springfield	Jim Czach	
Westfield	Peter Miller	
Wilbraham	Sue Bunnell	
Williamsburg	J.M. Sorrell	
ADA Representative	Jennifer Carbery	
Rider Representative	Patrick Burke	

A quorum of 31.01 majority vote being present, Chairman Mayor Narkewicz called the meeting of PVTA's Advisory Board to order at 2:00 PM; majority vote of 56.94 present.

**2. PUBLIC COMMENT**

Chairman Mayor Narkewicz opened the floor for public comments.

Seven members of the public commented in opposition of PVTA's fares and service change proposals.

**3. APPROVAL OF MINUTES**

Chairman Mayor Narkewicz asked for a motion from the Advisory Board to approve the meeting minutes from the Regular Advisory Board Meeting on January 24, 2018.

**Motion:** Moved and seconded (O'Leary/Huntley) to approve the meeting minutes from the Regular Advisory Board Meeting on January 24, 2018.

Chairman Narkewicz asked if the Board had any discussion. Hearing none. Chairman Narkewicz asked all those in favor to say aye.

Patrick Burke abstained.

Motion passed by a majority vote.

**4. DESIGNATE PVTA'S WEBSITE AS THE OFFICIAL METHOD OF POSTING MEETING NOTIFICATIONS**

Chairman Mayor Narkewicz asked for a motion from the Advisory Board to designate PVTA's website as the official method of posting meeting notifications, in accordance with the Attorney General Open Meetings 940 CMR 29.03(3)b.

**Motion:** Moved and seconded (Talbot/Ishler) to designate PVTA's website as the official method of posting meeting notifications, in accordance with the Attorney General Open Meetings 940 CMR 29.03(3)b.

Chairman Narkewicz asked if the Board had any discussion. Hearing none. Chairman Narkewicz asked all those in favor to say aye.

Patrick Burke abstained.

Motion passed by a majority vote.

**5. NOTIFY EACH MUNICIPAL CLERK OF MEMBER CITIES AND TOWNS OF CHANGE IN OFFICIAL METHOD OF POSTING MEETING NOTIFICATIONS**

Chairman Mayor Narkewicz asked for a motion from the Advisory Board to notify each Municipal Clerk of member cities and towns of change in official method of posting meeting notifications to www.pvta.com, in accordance with the Attorney General Open Meetings 940 CMR 29.03(3)b.

**Motion:** Moved and seconded (Talbot/Ishler) to notify each Municipal Clerk of member cities and towns of change in official method of posting meeting notifications to www.pvta.com, in accordance with the Attorney General Open Meetings 940 CMR 29.03(3)b.

Chairman Narkewicz asked if the Board had any discussion. Hearing none. Chairman Narkewicz asked all those in favor to say aye.

Motion passed by a unanimous vote.

## **6. REPORT OF THE FINANCE & AUDIT COMMITTEE**

Doug Slaughter, Chairman of the Finance & Audit Committee reported the following:

The Finance & Audit Committee met on April 3, 2018. The committee voted to approve the Finance & Audit Minutes of January 24, 2018.

The Committee received a report on the preliminary FY19 Budget. There are some items that are still unknowns that could substantially affect the budget including:

- Final passing of the State Budget is estimated to be done by the 2nd week of July 2018
- Final costing and approval of a paratransit contract
- Possible price lock of diesel fuel
- Possibility of solar electricity employed at Cottage Street

The Committee voted to accept and recommend to the Board approval of the FY19 Preliminary Budget as presented.

The Committee voted to accept and recommend to the Board approval of the Title VI Fare Equity Analysis for FY19 fare change proposals.

The Committee voted to approve and adopt a 20% fare increase as outlined for both fixed route and paratransit service effective July 1, 2018 and recommend approval to the Advisory Board.

The Committee voted to approve and adopt a multi-year fare increase of 5% annually to be implemented every three years and recommend approval to the Advisory Board.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none. Chairman Mayor Narkewicz asked for a motion from the Advisory Board to accept the report of the Finance & Audit Committee.

**Motion:** Moved and seconded (Burns Johnson/Ishler) to accept the report of the Finance & Audit Committee.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none, asked all those in favor to say aye.

Motion passed by a unanimous vote.

## **7. FY 19 PRELIMINARY BUDGET**

Chief Financial Officer, Patty O'Leary, reported the following:

Revenue:

- Farebox Revenue – overall increase due to a projected 20% fare increase.
- Advertising –we are predicting an increase in FY 19 as advertising will be expanded to our paratransit fleet.
- Capital Grant Reimbursement – \$1 Million in subsidies (UMTS, CMAQ, and Five College), another \$200K from MGM to support a shuttle service that cost 174K.
- Federal Grants – Continue to max out preventive maintenance, ADA, and planning dollars.



- Local Assessments increase 2.5% per year.
- State Contract Assistance – Level funded to \$80,400,000. Same as FY 18. \$400,000 more than FY 15 level.

Expenses; SATCo/VATCo:

- Actual Labor projections were made based on the current labor contract negotiated (3.4%). An assumption was made on the new labor contract which begins July 1, 2018.
- Health Insurance increased 6% and historical costs of other category expenses were used.
- Cottage Street operating costs are projected at \$679,937 as the move will begin in January and should be operational by April 1<sup>st</sup>.

UMass:

- At the request of PVTA’s Administrator and CFO, UMTS reduced its original budget request by \$500,000 and the University is now subsidizing the service by that amount, for a net increase in direct UMTS operations of 3% (minus PVTA direct costs, primarily fuel).
- SATCo purchases diesel through a competitive procurement process for all of PVTA’s fixed route operations. The current budget has the diesel fuel rate at \$2.10 per gallon. Due to uncertainty with service reductions we have yet to lock in a fuel rate for FY 19. A \$0.10 cent change in diesel fuel costs PVTA approximately \$116,000 per year.
- The paratransit management service was released for competitive procurement through an RFP process in FY 18 as the current paratransit management contract expires on June 30<sup>th</sup> of this year. Four (4) proposals were received. Cost Proposals are all at a dollar value higher than in this budget. The proposals are being scored by the Selection Committee this week. It is expected the Authority will be able to negotiate a cost proposal with the highest-ranking firm. The committee charged with this contract selection is aware of this issue.

Mayor Morse: Are service changes included in this budget?

Ms. O’Leary: No. A 20% fare increase is included. We are required to approve the budget before June 1<sup>st</sup> without knowing actual state contract assistance numbers from the state.

Chairman Mayor Narkewicz asked if the Board had any further discussion. Hearing none. Chairman Mayor Narkewicz asked for a motion from the Advisory Board to approve the FY19 Preliminary Budget as presented.

**Motion:** Moved and seconded (Burns Johnson/Talbot) to approve the FY19 Preliminary Budget as presented.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none, asked all those in favor to say aye.

Patrick Burke voted Nay.

All other members were in favor. Motion passed by a Majority vote.

**8. FARE IMPACT STUDY UPDATE**

Price Armstrong, Transit Operations Analyst reported the following:

The 2017 ridership and revenue numbers have been adjusted to estimate where ridership and revenue are expected to be on July 1, 2018. This assumes a loss of -16% in ridership compared to 2017 incorporating a ridership loss of approximately -6% due to FY18 service cuts and the elimination up to another 16% of service by July 1st.

The Fare Impact Study results show that there is not a disparate impact or disproportionate burden. The complete Fare Impact Study is included in your Board packet.

## **9. TITLE VI FARE EQUITY ANALYSIS FOR FY19 FARE CHANGE PROPOSALS**

Krystal Oldread, Director of Operations and Planning, reported on PVTA's Title VI Fare Equity Analysis and stated the following:

The Title VI Fare Equity Analysis is included in your packet.

Title VI of the Civil Rights Act of 1964 prohibits race and ethnicity discrimination (Disparate Impact) and low-income discrimination (Disproportionate Burden). PVTA's Title VI Program defines any fare change as a major service change and defines the threshold for an inequitable outcome at 20%.

The Fare Equity Analysis looked at the possibility of a 20%, 25%, and a 50% fare increase as well as multi-year increase every three years with an annual escalation of 5% and 10%. The results of the Fare Equity Analysis indicated that there is not a disparate or disproportionate impact burden for any of these instances.

Chairman Mayor Narkewicz asked for a motion from the Board to approve PVTA's Title VI Fare Equity Analysis for FY19 fare change proposals.

**MOTION:** Moved and seconded (Burns Johnson/Huntley) to approve PVTA's Title VI Fare Equity Analysis for FY19 fare change proposals.

Chairman Narkewicz asked if there was any discussion. Hearing none; asked all those in favor to say aye.

Patrick Burke abstained.

Motion passed by a majority vote.

## **10. FARE INCREASE PROPOSALS FOR FY19 EFFECTIVE JULY 1, 2018**

Krystal Oldread stated that PVTA is recommending a 20% fare increase for FY19 rather than the 25% that was presented at public hearings.

20% Fare Increase Proposals

<b>Fare Type</b>	<b>Existing</b>	<b>Proposed</b>
Adult Basic Cash Fare	\$1.25	<b>\$1.50</b>
Adult Cash Transfer	\$0.25	<b>\$0.25</b>
31-Day Pass	\$45.00	<b>\$54.00</b>
31-Day Pass at Big Y	\$43.00	<b>\$52.00</b>
31-Day Reduced Fare (Seniors & Mobility Impaired) Pass	\$22.00	<b>\$26.00</b>
31-Day Reduced Fare (Seniors & Mobility Impaired) Pass at Big Y	\$20.00	<b>\$24.00</b>



7-Day Pass	\$12.50	\$15.00
1-Day Pass	\$3.00	\$3.50
Child Fare (6-12)	\$0.75	\$0.90
Child Transfer	\$0.25	\$0.25
Child age 5 and under	<i>Free</i>	<i>Free</i>
Seniors & Mobility Impaired Cash Fare	\$0.60	\$0.75
Seniors & Mobility Impaired Cash Transfer	\$0.10	\$0.10
1-ride Ticket	\$1.15	\$1.40
Paratransit Van Zone 1	\$2.50	\$3.00
Paratransit Van Zone 2	\$3.00	\$3.50
Paratransit Van Zone 3	\$3.50	\$4.00
Paratransit Van Beyond 3/4 mile	<i>no add'l charge</i>	\$5.00
20-pack of zone 1 ride tickets (1 free)	\$47.50	\$57.00
10-pack of \$.50 ride tickets ( \$.25 off)	\$4.75	\$4.75

Chairman Mayor Narkewicz stated that we have a recommendation from PVTA for a 20% fare increase and asked for a motion from the Board to approve and adopt a 20% fare increase as outlined for both fixed route and paratransit service effective July 1, 2018.

**MOTION:** Moved and seconded (Burns Johnson/Ishler) to approve and adopt a 20% fare increase as outlined for both fixed route and paratransit service effective July 1, 2018.

Chairman Mayor Narkewicz asked if there was any discussion and asked all those in favor to say aye.

Mayor Morse and Patrick Burke voted nay. All other members voted aye.

Motion passed by a majority vote.

## **11. MULTI-YEAR FARE INCREASE PROPOSAL**

Chairman Narkewicz stated that we have the recommendation from PVTA for a multi-year increase of 5% annually to be implemented every three years. If a multi-year fare increase is approved, PVTA would still need to go out to public hearings for comments.

**MOTION:** Moved and seconded (Burns Johnson/Ishler) to approve a multi-year increase of 5% annually implemented every three years.

Doug Slaughter: A multi-year increase is good for predictability.

Patrick Burke: By creating this as a policy more people will come out to speak.

Mark Gold: Prefers to see an increase range of 5-25% and a time frame rather than a fixed number for a multi-year increase.

**AMENDMENT:** Mark Gold moved to amend the motion for an increase range of 5-25% over a three year period.

Moved and seconded (Gold/Wilson) to amend the motion to a multi-year increase ranging from 5% to 25% over a three year period rather than a set 15% increase proposal every three years.

JM Sorrell: Why is there a need for an amendment when we would be reviewing the fares anyways.

Mark Gold: Prefers to leave variation to the Board opposed to a set number of 15%.

Chairman Mayor Narkewicz asked if there was any further discussion on the amendment to the motion. Hearing none; asked all those in favor to say aye.

Amendment Passed by a majority vote of 41.57 in favor/12.69 not in favor.

(Voted in Favor: Amherst, Belchertown, Chicopee, East Longmeadow, Easthampton, Granby, Hadley, Hampden, Longmeadow, Northampton, Palmer, Springfield, West Springfield, Mobility Representative;

Voted Not in Favor: Holyoke, South Hadley, Ware, Westfield, Wilbraham, Williamsburg;

Abstained: Agawam, Rider Representative)

**AMENDED MOTION:** Moved and seconded (Gold/Wilson): To approve a policy to examine fare increases in three year intervals with possible increases every third year ranging from a 5% to 25% increase.

Chairman Mayor Narkewicz asked if there was any further discussion on the motion. Hearing none; asked all those in favor to say aye.

Motion passed by a majority vote of 48.03 in favor/ 10.36 not in favor

(Voted Nay: Holyoke, Ware, Westfield, Williamsburg, Rider Representative)

## **12. REPORT OF THE PARATRANSIT COMMITTEE**

Steve Huntley, Chairman of the Paratransit Committee reported that the Paratransit Committee met jointly with the Route Committee on Thursday, April 5, 2018.

The Paratransit Committee voted to:

- Approve the meeting minutes of January 8, 2018
- Approve PVTA's Title VI Service Equity Analysis for FY19 Service Change Proposals
- Approve the service change proposals for FY19 as presented to be effective September 1, 2018 and recommend approval to the Board.

Chairman Mayor Narkewicz asked for a motion from the Board to accept the report of the Paratransit Committee.

**MOTION:** Moved and seconded (Burns Johnson/O'Leary) to accept the report of the Paratransit Committee.

Chairman Narkewicz asked if there was any discussion. Hearing none; asked all those in favor to say aye.

Motion passed by a unanimous vote.

## **13. REPORT OF THE ROUTE COMMITTEE**

Brian O'Leary, Chairman of the Route Committee reported that the Route Committee met jointly with the Paratransit Committee on Thursday, April 5, 2018. After much discussion the committee recommended changing the start date of the proposed service changes from July 1, 2018 to September 1, 2018 to have more information on funding before cutting service.

The Route Committee voted to:



- Approve the meeting minutes of January 8, 2018
- Approve PVTA's Title VI Service Equity Analysis for FY19 Service Change Proposals
- Approve the service change proposals for FY19 as presented to be effective September 1, 2018 and recommend approval to the Board.

Chairman Mayor Narkewicz asked for a motion from the Board to accept the report of the Route Committee.

**MOTION:** Moved and seconded (Huntley/Burns Johnson) to accept the report of the Route Committee.

Chairman Narkewicz asked if there was any discussion. Hearing none; asked all those in favor to say aye.

Motion passed by a unanimous vote.

#### **14. TITLE VI SERVICE EQUITY ANALYSIS FOR FY19 SERVICE CHANGE PROPOSALS**

Krystal Oldread, Director of Operations and Planning, reported on PVTA's Title VI Service Equity Analysis and stated the following:

The Title VI Service Equity Analysis is included in your packet.

Title VI of the Civil Rights Act of 1964 prohibits race and ethnicity discrimination (Disparate Impact, DI) and low-income discrimination (Disproportionate Burden, DB). PVTA's Title VI Program defines a major service change as greater than or equal to a 25% loss in revenue miles/day, or revenue hours/day, or bus stops/day. A Disparate Impact is a variance greater than or equal to 20% minority vs. non-minority riders. A Disproportionate Burden is a variance greater than or equal to 20% low-income (poverty) vs. non-low-income.

Service Equity Analysis:

- 36/42 bus routes are affected.
- 85 unique changes: 82 fixed route, 3 paratransit
- 58/82 fixed route service change proposals are considered "major"
- 52/58 major changes initially exceeded the 20% impact variance for DI, DB or both
- 31 mitigation modifications have reduced these Title VI exceedances from 52 to 41.

System Wide:

- 16.5% of all revenue service miles were originally proposed to be reduced.
- 31 mitigation measures will restore about 3% of service, reducing revenue service miles loss to 13.8%.
- PVTA does not have a system wide major service change threshold.
- For the 41 proposed changes that still exceed the Title VI policy, additional analysis must be provided to show that the change is the "least discriminatory alternative" that still allows PVTA to meet the necessary business purpose of balancing the FY2019 budget.

By packaging the individual changes, applying for other sources of funding and taking a closer look at ridership at a trip by trip level, mitigation was possible. Mitigation was achieved on 31 of the 85 unique changes.

A summary of the mitigation for each theme is presented below.

Reduce Saturday service to current Sunday service: Mitigation was possible on 13 of the 28 routes impacted. The mitigation included restoring select trips during times when the service would otherwise not operate (early morning and evening), adding limited service where the route would not operate altogether, and adding trips



during peak times where possible. Mitigation was achieved through savings associated with packaging the individual change and reducing trips in either the late evening or early morning on certain routes. Routes with mitigation: B7, B17, P20, R41, 30, 31, 36, 38, R42, B43, R44, X90, X92

Eliminate Sunday service on reduced service days (academic routes): Mitigation was possible on three of the five routes impacted. This was achieved by reducing the number of trips during non peak times on weekdays. Routes with mitigation: 30, 31, 33

Reduce frequency on reduced service days (academic routes): Mitigation was possible on all routes impacted. This was achieved by reducing the number of trips during non-peak times on weekdays. Routes with mitigation: 30, 31

Operate Sunday service on all holidays: Mitigation was not feasible for this service. Sunday service will be operated on Columbus Day and Veterans Day. This will impact 28 of the routes.

Reduce frequency on evening service (after 6:00PM): Mitigation was possible on one of the 8 routes impacted. This route (Route 38) received the most comments for this theme. Mitigation was achieved by reducing the number of trips during winter service on the route 38. Route with mitigation: 38

End service earlier on reduced service days (academic routes): Mitigation was not feasible on these routes.

Restructure poor performing routes and/or segments: Mitigation was possible on 11 of the 13 routes impacted. Mitigation was achieved by restructuring the routes' alignment or timetable, applying for CMAQ funding to operate the route, interlining with other routes, or replacing the fixed route service with demand response or deviated fixed route. Routes with mitigation: B17, R24, 39, R44, 45, 46, X92, X98, WS, NE, PV

Charge a premium fare on van trips outside ¾-mile buffer: No mitigation was done on these services.

Eliminate Senior Van Service to Adult Day Health centers and non-PVTA towns: No mitigation was done on these services.

Cost Savings: The individual scenarios were tested as packages in the Hastus operating system by each operator to determine the overall savings. By packaging the options, efficiencies are gained which allowed for additional modifications/mitigation. The cost savings with the mitigated service modifications is \$2.99 million, a difference of \$110,000 from the original estimate of \$3.1 million. The additional \$110,000 needed is expected to be achieved through negotiations of the paratransit contract.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none. Chairman Mayor Narkewicz asked for a motion from the Advisory Board to approve the Title VI Service Equity Analysis for FY19 Service Change Proposals.

**Motion:** Moved and seconded (Burns Johnson/Sorrell) to approve the Title VI Service Equity Analysis for FY19 Service Change Proposals.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none, asked all those in favor to say aye.

Patrick Burke abstained.

All other members were in favor. Motion passed by a Majority Vote.

## **15. SERVICE CHANGE PROPOSALS FOR FY19 EFFECTIVE 5/12/18 AND 6/24/18**

Krystal Oldread reported on the service change proposals for FY19:

**G1: Chicopee/Sumner-Allen/Canon Circle**

- No service to the Riverbend Medical Center on Saturday.
- Increase Saturday headway from 30 minutes to 45 minutes.
- No Saturday service before 7:00 AM.
- No Saturday service after 8:30 PM.
- Reduce service to hourly after 6:00 PM on weekdays (Reduce from 9 to 4 trips).
- All Holiday service will operate on a Sunday schedule.

**G2: East Springfield via Carew St/ Belmont-Dwight**

- Reduce service to hourly after 6:00 PM on weekdays (Reduce from 9 to 4 trips).
- No service to Dwight & Benton on Saturday.
- Increase Saturday headway from 30 minutes to 60 minutes.
- No Saturday service before 9:00 AM.
- No Saturday service after 7:00 PM.
- All Holiday service will operate on a Sunday schedule.

**G3: Springfield Plaza via Liberty St/King-Westford**

- No weekday 6:05 PM and 7:05 PM trips departing Union Station.
- Increase Saturday headway from 30 minutes to 60 minutes.
- No Saturday service before 9:00 AM.
- No Saturday service after 6:00 AM.
- All Holiday service will operate on a Sunday schedule.
- Service to Chicopee falls on Saturday will be provided.

**B4: Union Station/Plainfield Street**

- Increase Saturday headway from 30 minutes to 60 minutes.
- No Saturday service before 9:00 AM.
- All Holiday service will operate on a Sunday schedule.

**G5: Springfield/Dickinson/Jewish Home/ Longmeadow**

- No Saturday Service.
- No Holiday Service.

**B6: Ludlow via Bay Street**

- Increase Saturday headway from 30 minutes to 60 minutes.
- No Saturday service before 8:30 AM.
- No Saturday service after 7:30 PM.
- All Holiday service will operate on a Sunday schedule.
- Reduce frequency from 30 to 45 min after 6:00PM on weekdays.

**B7: Eastfield Mall via State Street**

- Reduce weekday service from 20 minutes to 45 minutes headway after 6:00 PM.
- No Saturday service before 7:00 AM.
- No Saturday service after 9:00 PM.
- No express trips.



- Increase Saturday headway from 20 minutes to 30 minutes between 9 AM and 5 PM, with one hour headways before 9 AM and after 5 PM.
- All Holiday service operate on a Sunday schedule.

R10: Westfield/WSU/West Springfield via Route 20

- No Saturday service before 9:00 AM.
- No Saturday service after 8:00 PM.
- All Holiday service will operate on a Sunday schedule.

R10s: Westfield Center Shuttle

- No Changes

P11: HCC/Springfield Express

- No Changes

R12: Stonybrook Express

- No Changes

R14: Feeding Hills/Springfield

- No service past Rocky's in Agawam on Saturday.
- No Saturday service before 8:30 AM.
- No Saturday service after 5:00 PM.
- All Holiday service will operate on a Sunday schedule.

B17: Eastfield Mall via Worthington St/Wilbraham

- End the B17 at the Eastfield Mall and replace the Wilbraham portion of the route with demand response van trips to the Eastfield Mall from within  $\frac{3}{4}$  of a mile of the existing fixed route portion in Wilbraham. Service will be available between 7:30 AM and 6:00 PM.
- Reduce Saturday service to 6 trips daily, with three in the morning and three in the afternoon.
- No Holiday Service.

P20: Holyoke/Springfield

- Reduce weekday service to 60 minute headway after 6:00 PM (Reduce from 10 to 5 trips).
- Increase Saturday headway from 20 minutes to 30 minutes between 10 AM and 5 PM, and one hour headways before 10 AM and after 5 PM.
- No Saturday service before 7:00 AM.
- No Saturday service after 10:00 PM.
- All Holiday service will operate on a Sunday schedule.

P20E: Holyoke Mall/Union Station Express

- No Saturday Service.
- No Holiday Service.

P21: Holyoke/Springfield via Chicopee

- Reduce Saturday headway from 30 minutes to 45 minutes.
- No Saturday service after 7:00 PM.
- All Holiday service will operate on a Sunday schedule.

P21E: Holyoke/Springfield Express

- No weekend service.
- No Holiday Service.

B23: Holyoke/Westfield via HCC

- No Changes.

R24: Paper City Express

- Replace fixed route with deviated fixed route and extend route to the Holyoke Mall.
- No Saturday service.
- No Holiday Service.

R29: Amherst/Holyoke Mall via Route 116 and Holyoke Transportation Center

- Five College Individuals will be able to ride the R29 by showing their student ID's between Labor Day and Memorial Day.

30: North Amherst/Old Belchertown Road

- Full Service
  - Reduce service to 20 minute headways from 15 minutes between 6pm-8pm.
  - No service past 12:15 AM on Mon-Wed
  - No Saturday service before 9:45 AM.
- Reduced Service
  - No service after 9:00 PM.
  - Reduce Sunday service to six trips/day at a 60 to 120 minute frequency.
  - Reduce weekday headways from 30 minutes to 60 minutes during non-peak times.
  - Eliminate Saturday service before 9:45 AM.

31: South Amherst/Sunderland

- Full Service Schedule
  - Reduce service to 20-minute headways from 15 minutes between 6pm-8pm.
  - No service past 12:00 AM on Mon-Wed
  - Eliminate Saturday service before 9:30 AM.
- Reduced Service Schedule
  - No service after 9:00 PM.
  - Reduce Sunday service to six trips/day at a 70 to 120-minute frequency.
  - Reduce weekday headways from 35 minutes to 70 minutes during non-peak times.
  - No Saturday service before 11:00 AM.

33: Puffer's Pond/Shopper Shuttle

- Full Service Schedule
  - No 7:20 PM trip from the GRC, 7:50 PM trip from stop and shop and 8:06 PM trip from Studio Arts Building.
  - No Weekend service after 7:20 PM



- Reduced Service Schedule
  - Reduce Sunday service to 5 trips from 7.5
  - No 7:20 PM trip from the GRC, 7:50 PM trip from stop and shop and 8:06 PM trip from Studio Arts Building.
  - No Saturday service after 7:20 PM
  
- 34: Northbound Campus Shuttle
  - No trips after 8:00 PM on weekdays.
  
- 35: Southbound Campus Shuttle
  - No Changes.
  
- 36: Olympia Drive/Atkins Farm
  - Reduce weekday service to 60 minute headways from 45 and end service at 7:00 PM.
  - Reduce Saturday service to 9 trips from 16 and run at 60 minute headways.
  
- 38: Mont Holyoke/Hampshire/Amherst/UMASS
  - Full Service Schedule
    - Reduce weekday frequency from 40 minutes to 80 minutes after 9:00 PM.
    - Reduce Saturday headway from 40 minutes to 80 minutes.
    - No Saturday service after 2:05 AM.
    - No Monday-Wednesday service after 12:15 AM
    - No Thursday service after 1:35 AM
  - Reduced Service Schedule
    - No spring break and end of December service.
    - Reduce winter session service to 90 minute frequencies
    - No service after 9:00 PM on weekdays
    - No Sunday service
  
- 39: Smith/Hampshire/Mount Holyoke Colleges
  - Full Service Schedule
    - No Saturday service after 11:45 PM.
    - Provide service to the Hampshire Mall after 6:00 PM weekdays + weekends.
  - Reduced Service Schedule
    - No Sunday service.
    - No service after 9:00 PM on weekdays.
    - Provide service to the Hampshire Mall on Saturdays.
    - No Saturday service before 10:30 AM.
    - No Saturday service after 8:00 PM.
  
- R41: Northampton/Easthampton/HCC/Holyoke Mall
  - Reduce weekday headway to 75 minutes from 60 minutes, terminate service at HCC (does not go to the Holyoke Mall). Reduces trips from 13 per day to 10.
  - Reduce Saturday headway to 90 minutes, terminate service at HCC (does not go to the Holyoke Mall). No reduction in the number of trips.
  - No service on holidays.

R42: Northampton/Williamsburg

- Reduce weekday headway to 75 minutes from 60 minutes. Reduces trips from 15 per day to 12.
- Reduce Saturday headway to 75 minutes. Reduces trips from 12 per day to 9.
- No service on holidays.

B43: Northampton/Hadley/Amherst

- Full Service Schedule
  - No 6:20 AM trip on weekdays, the 11:30 PM trip on mon-wed, and the 1:00 AM and 1:45 AM trips on Thursday that leave Smith College and the associated return trip from UMass/Amherst College.
  - No Sunday service after 10:00 PM.
  - No 9:30 AM and 1:45 AM trips on Saturday
  - No Saturday service before 8:00 AM.
  - Convert the 8:45 PM trip from Smith on Saturdays to 9:00 PM.
- Reduced “No School” Schedule
  - No Saturday service before 8:00 AM.
  - No weekend service after 10:00 PM.
- All Holiday service will operate on a Sunday schedule.

B43E: Northampton/Amherst

- No 8:15 AM and 4:15 PM weekday express trips.

R44: Florence Heights via King St and Bridge Rd

- Reduce Saturday frequency from 60 minutes to 120 minutes. Reduces trips from 12 per day to 6.
- No service on the last Saturday trip (6:20 PM).
- No service before 7:10 AM on Saturdays.
- No Sunday trip at 10:15 AM from the Salvo House to the Academy of Music
- Noon trip departing Academy of Music.
- All Holiday service will operate on a Sunday schedule.

45: Belchertown Center/UMass

- No 9:50 AM trip.

46: UMass/South Deerfield

- No direct service but provide one trip in the morning and one in the afternoon that is a combination of the Route 31 and 46.

B48: Northampton/Veterans Park

- No Saturday service after 7:00 PM.
- All Holiday service will operate on a Sunday schedule.

X90: Inner Crosstown

- Reduce Saturday headway from 30 minutes to 90 minutes but continue to serve the HTC and South Hadley.
- No Saturday service before 8:35 AM.
- No Saturday service after 7:45 PM.
- All Holiday service will operate on a Sunday schedule.



X92: Mid City Crosstown

- Reduce weekday service from 45 minutes to 60 minutes
- Service the new senior center in both directions on all trips when it is open.
- Reduce Saturday service to 14 round trips daily with service between 7:30 AM and 5:45 PM.
- All Holiday service will operate on a Sunday schedule.

X98: Crosstown Northampton

- Replace route with demand response service during the times that the Survival Center Food. Pantry is open. Service available within  $\frac{3}{4}$  mile of the existing fixed route to or from the survival center only.

NE: Nashawannuck Express Flex

- Restructure the route so it no longer runs back-to-back with the R41.
- Increase the service span to 8:30 AM-10:00 PM Mon-Friday to offset trips lost on the R41.
- Adjust the route timing on Saturdays to eliminate running back to back with the R41.
- No service on holidays.

OWL: Westfield State University Shuttle

- No changes.

PV: Palmer Village Shuttle

- Restructure route to provide express service to Springfield from Ware and Palmer during the morning and afternoon with local trips midday.

WS: Ware Shuttle

- Restructure route to provide express service to Springfield from Ware and Palmer during the morning and afternoon with local trips midday.

Senior Services:

- Premium fare for trips outside the  $\frac{3}{4}$  mile buffer.
- Senior Service – No service to Adult Day Health Centers.
- Limit service to origins and destinations within PVRTA member communities.

ADA:

- Premium fare for trips outside the  $\frac{3}{4}$  mile buffer.
- ADA hours will be changed to reflect fixed route changes.

Chairman Mayor Narkewicz asked if the Board had any discussion.

Steve Huntley: Recommends pushing back the effective date of the proposed service changes to September 1, 2018 rather than July 1, 2018 to wait until we have more information on the amount of state funding and carry a deficit budget. This way if we do receive additional funding, we are not cutting service one month and then possibly putting it back a month or two later.

Anthony Wilson: Why are we voting on this now if we push the date back to September.

Brian O'Leary: If we leave the vote alone with the effective date of September, we would not have to take further action if we get additional funding. If we cut service now, we will have to do everything all over again.

JM Sorrell: It makes sense to act now so we won't need another meeting.

Patrick Burke: What's proposed is to implement changes, what's the rationale.

Sandra Sheehan: A decision today will allow staff to prepare in time. Page 64 of the Board Packet shows the proposed service changes prioritized in a tier plan (ranked in order of priority starting at number one) if additional funding is received.

1. Reduce Saturday service to current Sunday service
2. Eliminate Sunday service on reduced service days (academic routes)
3. Reduce frequency on reduced service days (academic routes)
4. Operate Sunday service on all holidays
5. Reduce frequency on evening service (after 6:00PM)
6. End service earlier on reduced service days (academic routes)
7. Restructure poor performing routes and/or segments
8. Charge a premium fare on van trips outside ¾-mile buffer
9. Eliminate Senior Van Service to Adult Day Health centers and non-PVTA towns

Paul Burns made the motion to approve the proposed service changes effective September 1, 2018 as presented with the condition that as additional funding is increased; service will be restored based upon the available funding as prioritized in the tier plan presented in the Board Packet.

**Motion:** Moved and seconded (Burns Johnson/Ishler) to approve the proposed service changes effective September 1, 2018 as presented with the condition that as additional funding is increased, service will be restored based upon the available funding as prioritized in the tier plan presented in the Board Packet.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none, asked all those in favor to say aye.

Mayor Morse, Patrick Burke, and JM Sorrell voted Nay.

All other members were in favor. Motion passed by a Majority Vote.

## **16. NEW BUSINESS**

Chairman Mayor Narkewicz reported that there is no new business to discuss.

## **17. OLD BUSINESS**

Brandy Pelletier, PVTA's Clerk updated the Board on the following items needed for 2018:

- State Conflict of Interest Acknowledgment Form is included in your board packet. Please read and complete the acknowledgement form.
- Ethics Training: Please complete the online training and return the certification of completion for State Level. Training is valid for two years.
- PVTA Disclosure Statement. Please read and complete the acknowledgement form.



**18. ADJOURNMENT**

The meeting of the Advisory Board adjourned (Squindo/Burns Johnson) at 4:01 P.M.

**A TRUE RECORD**

**ATTEST:**

  
**BRANDY PELLETIER**

Documents filed with Board Meeting packet:

- Regular Advisory Board Minutes of 1-24-18
- FY19 Preliminary Budget
- Fare Impact Study
- Title VI Fare Equity Analysis for FY19 Fare Change Proposals
- Fare Increase Proposals for FY19
- Multi-Year Fare Increase Proposal
- Title VI Service Equity Analysis for FY19 Service Change Proposals
- Service Change Proposals

**MINUTES APPROVED: May 23, 2018**

