

**PVTA  
Pioneer  
Valley  
Transit  
Authority**

**Administrative Headquarters  
Old North Main St. Firehouse  
2808 Main Street  
Springfield, MA 01107  
(413) 732-6248**

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**MINUTES OF PVTA'S  
ADVISORY BOARD REGULAR MEETING  
February 24, 2016**

The Advisory Board Meeting of the Pioneer Valley Transit Authority was held on Wednesday, February 24, 2016 at the Pioneer Valley Planning Commission Office located at 60 Congress Street in Springfield, MA, at 12:00 P.M.

**1. ROLL CALL**

	<i>Present (48.64 vote)</i>	<i>Not Present (13.34 vote)</i>
Agawam	Richard Theroux	
Amherst	Douglas Slaughter	
Belchertown	Brian O'Leary	
Chicopee	Steve Huntley	
East Longmeadow	Carolyn Brennan	
Easthampton	Melissa Zawadzki	
Granby	Jessica Scahill	
Hadley	David Moskin	
Hampden	Becky Moriarty	
Holyoke		Mayor Alex Morse
Leverett		Richard Brazeau
Longmeadow		Mark Gold
Ludlow		Aaron Saunders
Northampton	Mayor David Narkewicz	
Palmer	Paul Burns	
Pelham		William Martell
South Hadley	Marilyn Ishler	
Springfield	Anthony Wilson	
Sunderland	Sherry Patch	
Ware		Nancy Talbot
West Springfield	Jim Czach	
Westfield	Peter Miller	
Wilbraham	Paula Dubord	
Williamsburg		Jeffrey Ciuffreda
ADA Representative		TBD
Rider Representative		Patrick Burke

A quorum of 31.01 majority vote being present, Chairman David Narkewicz called the meeting of PVTA's Advisory Board to order at 12:04 PM; majority vote of 48.64 present.

## **2. PUBLIC COMMENT**

Chairman Narkewicz opened the floor for public comments.

## **3. APPROVAL OF MINUTES**

Chairman Narkewicz asked for a motion from the Advisory Board to approve the meeting minutes of PVTA's Regular Advisory Board Meeting held on September 23, 2015 and PVTA's Regular Advisory Board Meeting held on January 27, 2016.

**Motion:** Moved and seconded (O'Leary/Ishler) to approve the meeting minutes of PVTA's Regular Advisory Board Meeting held on September 23, 2015 and PVTA's Regular Advisory Board Meeting held on January 27, 2016.

Chairman Narkewicz asked if there was any discussion, hearing none, asked for all those in favor to say aye.

Motion passed by a unanimous vote.

## **4. APPOINTMENT OF SUB-COMMITTEE MEMBERS**

Chairman Narkewicz appointed the following members to sub-committees:

PVTA's Finance & Audit Committee: Steve Huntley, as Chairman, Brian O'Leary, Marilyn Ishler, Doug Slaughter, Patrick Burke, and David Moskin.

PVTA's Paratransit Committee: Carolyn Brennan, as Chairperson, Paul Burns Johnson, Paula Dubord, Mark Gold, Marilyn Ishler, Brian O'Leary, Steve Huntley, Becky Moriarty, and Richard Theroux.

PVTA's Futures Committee: Doug Slaughter, as Chairman, Brian O'Leary, David Moskin, and Patrick Burke.

PVTA's Route Committee: Brian O'Leary, as Chairman, Paul Burns Johnson, Nancy Talbot, Jim Czach, Patrick Burke, and Peter Miller.

PVTA's Compensation Committee: Paul Burns Johnson, as Chairman, Brian O'Leary, Mark Gold, and Doug Slaughter.

PVTA's Nominations Committee: Doug Slaughter, as Chairman, and Brian O'Leary.

Chairman Narkewicz stated that if anyone else is interested in joining a committee to contact Brandy.

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

Chairperson of the Paratransit Committee, Carolyn Brennan, stated that the Paratransit Committee met on Monday, February 22nd. The Committee voted to approve the Paratransit minutes from January 27, 2016. The committee continued discussion of on-time performance improvement

options for Paratransit Service. The Committee is still in the process of reviewing and discussing these as well as other options and no recommendation is ready to bring to the full board. The Committee has scheduled their next meeting to further discuss on-time performance improvement options for Paratransit Service.

## **6. ADMINISTRATOR'S REPORT**

Mary MacInnes, PVTA Administrator reported the following:

We are still awaiting a response from MassDOT regarding construction funding for our Cottage Street and Westfield facilities. We are ready and have the funding to lay the foundation for Cottage Street in May or June. Both of these projects are shovel ready.

Several months after the company that we selected to provide 20 Type E Paratransit Vans we discovered they could not produce the vehicle according to specifications. We needed to figure out a way that we could get the vehicles from another vendor before June 30<sup>th</sup> which is a requirement for the state funding we receive. Fortunately, MassDOT allowed us to exercise options on their MAP Program procurement so we will get the vehicles on time.

We have been communicating with the real estate company for Union Station. The cost to operate out of Union Station will be about \$200,000 more annually than what we are paying for the current Springfield Terminal and downtown Springfield office space for customer service.

Steve Huntley asked for a Union Station discussion at the next finance meeting.

## **7. MANAGER OR PLANNING & OPERATIONS REPORT**

Josh Rickman, PVTA Manager of Operations & Planning, reported the following:

The State Street Bus Rapid Transit (BRT) study is reaching its final stage. By the end of March a Locally Preferred Alternative (LPA) will be developed. The LPA has been determined by a team made up of PVTA, the City of Springfield, MassDOT and with feedback gathered through public comment. Once the final documents have been produced PVTA staff will hold public meetings to present the concept and receive more public feedback. The next step for the BRT process is to take the concept out to bid for engineering and design services.

PVTA has been working to install two electric bus chargers at the Holyoke Transportation Center and Union Station in Springfield. These fast chargers will top off the new Proterra buses when they pull into the two stations. Once charged and depending on the operating environment the buses can operate for up to 100 miles. The proposed plan is to implement the Proterra buses on the P21 express which operates from the Holyoke Transportation Center to the Springfield Bus Terminal.

PVTA will be rolling out a new ADA application in March. The new application will be in sixteen point font and reduces the number of pages required to be filled out by applicants. The application is currently being translated into Spanish.

Marilyn Ishler stated that complaints on the van service for unsafe operations is very high and would like more information on these complaints.

Mr. Rickman stated that he can look into the complaints individually and report back to the Board.

**8. NEW BUSINESS**

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

**9. OLD BUSINESS**

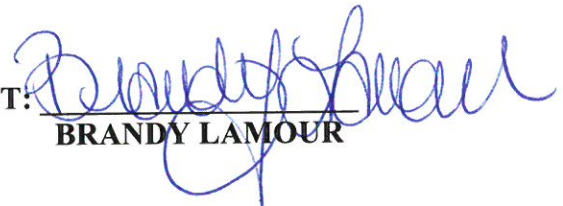
Chairman Narkewicz reported that there is no old business to discuss.

**10. ADJOURNMENT**

The meeting of the Advisory Board adjourned (Ishler/Huntley) at 12:52 P.M.

**A TRUE RECORD**

ATTEST:



**BRANDY LAMOUR**

Documents filed with Board Meeting packet:

- September 23, 2015 Advisory Board Meeting Minutes
- January 27, 2016 Advisory Board Meeting Minutes

**Minutes of this meeting approved: March 30, 2016**