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**MINUTES OF PVTA'S  
ADVISORY BOARD REGULAR MEETING  
March 30, 2016**

The Advisory Board Meeting of the Pioneer Valley Transit Authority was held on Wednesday, March 30, 2016 at the Pioneer Valley Planning Commission Office located at 2808 Main Street in Springfield, MA, at 12:00 P.M.

**1. ROLL CALL**

|                      | <i>Present (51.79 vote)</i> | <i>Not Present (10.19 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             |                             | Peter D'Errico                  |
| Longmeadow           | Mark Gold                   |                                 |
| Ludlow               |                             | Carmina Fernandes               |
| Northampton          | Mayor David Narkewicz       |                                 |
| Palmer               | Paul Burns                  |                                 |
| Pelham               |                             | Mark Santos                     |
| South Hadley         | Marilyn Ishler              |                                 |
| Springfield          | Helen Caulton-Harris        |                                 |
| Sunderland           | Sherry Patch                |                                 |
| Ware                 |                             | Nancy Talbot                    |
| West Springfield     | Jim Czach                   |                                 |
| Westfield            | Peter Miller                |                                 |
| Wilbraham            | Paula Dubord                |                                 |
| Williamsburg         |                             | David Mathers                   |
| 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 51.79 present.

## **2. PUBLIC COMMENT**

Chairman Narkewicz opened the floor for public comments.

## **3. APPROVAL OF MINUTES OF FEBRUARY 24, 2016**

Chairman Narkewicz asked for a motion from the Advisory Board to approve the meeting minutes of PVTA's Regular Advisory Board Meeting held on February 24, 2016.

**Motion:** Moved and seconded (O'Leary/Huntley) to approve the meeting minutes of PVTA's Regular Advisory Board Meeting held on February 24, 2016.

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

Mark Gold abstained.

Motion passed by a majority vote.

## **4. REPORT OF THE FINANCE COMMITTEE**

Chairman of the Finance Committee, Steve Huntley, reported that the Finance Committee met on Monday, March 28<sup>th</sup> at 10:00 AM. The Committee did not have a quorum and met for informational purposes. The members present received a report on PVTA's FY16 Budget to Actual, FY17 Draft Budget, and additional costs of Union Station.

Chairman Narkewicz asked for a motion from the Advisory Board to accept the report of the Finance Committee.

**Motion:** Moved and seconded (Theroux/O'Leary) to accept the report of the Finance Committee.

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.

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

Chairperson of the Paratransit Committee, Carolyn Brennan, stated that the Paratransit Committee met on Tuesday, March 29 at 1:00 PM. The Committee voted to approve the Paratransit Minutes from March 15, 2016.

Chairperson Brennan stated that the Paratransit Committee is very pleased and supportive of the Administration's approach to provide split fleet assignment for paratransit services along with two pilot programs to be implemented.

PVTA will provide separate dedicated fleets for ADA riders and for senior riders. This approach will provide an adequate number of vans for ADA riders to ensure that On Time Performance (OTP) for ADA service is compliant with FTA standards and PVTA's contract standards. There is

no change to the service standards or policies for the ADA population. The seniors will have the remaining vans provided solely for their transportation needs. There are no policy changes for the senior van service. The PVTA aims to implement this service by July 1, 2016.

PVTA will begin a Pilot Program providing Saturday service for the seniors during FY17. PVTA pays a flat rate on Saturdays from 7:00 AM to 7:00 PM. This Pilot will be reviewed and reported to the subcommittee on the impact of the increase to overall revenue hours and utilization of the service. The additional day will enable shopping and social trips to take place that would otherwise occur during the weekdays.

PVTA will Pilot a Program which will provide operational funding and vans to four communities to administer senior van services within their municipality. The concept is to enable local communities and their Council on Aging's (COA) to provide senior van trips that would otherwise be provided by the PVTA. The COA's can provide trips at a much lower cost than the Authority. The communities selected must have an existing method for transporting seniors in their communities. The pilot will be evaluated throughout FY17 to identify if this is a viable option for service delivery when the new paratransit contractor begins service in FY18. This pilot program is capped at a total of \$100,000 for all communities.

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

**Motion:** Moved and seconded (Ishler/Theroux) to accept the report of the Paratransit Committee.

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.

Chairman Narkewicz asked for a motion from the Advisory Board to approve PVTA's split fleet proposal with the pilot program for four council on aging's and pilot program for Saturday service for Dial-a-Ride.

**Motion:** Moved and seconded (Theroux/O'Leary) to approve PVTA's split fleet proposal with the pilot program for four council on aging's and pilot program for Saturday service for Dial-a-Ride.

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

Helen Caulton-Harris abstained.

Motion passed by a majority vote.

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

Mary MacInnes, PVTA Administrator, reported the following:

Cottage Street Operations and Maintenance Facility was not included in the Draft Capital Improvement Plan. Mass DOT has indicated they will not fully fund any new RTA facility. They expect RTAs to apply for federal funding and other sources. There is about \$5.5 billion dollars allocated to the MBTA in the CIP and there will also be a \$100 million dollar reserve fund in case they forget anything.

There is \$11.4 million dollars for RTA facility replacement in the 5-year CIP for all 15 RTAs. There is \$11.7 million dollars for the Rail and Transit Division to provide IT technical assistance for rural RTAs. The rural RTAs never asked for this assistance and PVTA could provide it at no cost.

There is \$10 million in gaming revenue in FY 17 and it increases each year. PVTA's hub is about a mile from MGM Casino and we will be bringing employees and customers to the casino and we derive no benefit from this new revenue.

The Mass DOT Board had been provided virtually no information regarding RTA's and they never would have been made aware of this project. Ms. MacInnes stated she has discussed this project with five of the eight Mass DOT Board Members and will be attending the Mass DOT Board meeting on April 11th.

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

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

PVTA's fixed route bus system transported 7,832,408 passengers through January of FY16. This is a 2.1% increase compared to the year to date ridership over the previous Fiscal Year.

PVTA's paratransit service transported 138,438 passengers during FY16. This is an increase of 9.8% compared to FY15.

PVTA installed a new bus shelter at the academy of music in Northampton. The new shelter is 32 feet long by 8 feet wide. The City of Northampton has provided an electrical conduit to the shelter for the installation of a real time sign, as well as poured the foundation for the shelter.

PVTA has purchased twenty new vans through the Mass DOT contract. These new vans will be built by Shepard Bros and will be delivered during the month of June. The new vans will replace vehicles that have reached the end of their useful life which is four years or 100,000 miles. These vans are often donated to social service agencies or communities that would like to increase their fleet. If your community is interested in one of these vans please send a letter of the request to the PVTA. Vans will likely be ready to go to communities during the month of July.

## **8. NEW BUSINESS**

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

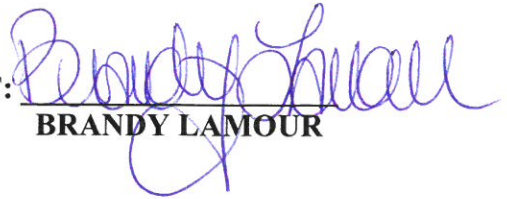
## **9. OLD BUSINESS**

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

**10. ADJOURNMENT**

The meeting of the Advisory Board adjourned (Burns/Huntley) at 12:48 P.M.

**A TRUE RECORD**

ATTEST:   
**BRANDY LAMOUR**

Documents filed with Board Meeting packet:

- February 24, 2016 Advisory Board Meeting Minutes

**Minutes of this meeting approved: May 25, 2016**

