

Cape Ann Transportation Authority  
Board Meeting  
June 1, 2016  
9:00am

Attendance: Administrator Paul Talbot, Felicia Webb, Bill Nelson, David Gardner, Robert Ryan, Stephanie Jackson, Mitchell Vieira, Dan Smith, Joe Randazza, and Jackie LaFlam

Called to order by Dan Smith at 9:00am

Approval of Dec 2<sup>nd</sup>, 2015 minutes

Motion to Approve by Mitchell Vieira  
Seconded- Bill Nelson  
Vote- Unanimous approval

Paul Talbot discussed the FY17 Budget and the recommendation for an increase for all 9 employees and an additional step. Step is approx. \$.40 more and the increase pay is 4%.

Also the operating company's major change in the budget was insurance. First a customer fell and broke his arm, second issue was a woman in Ipswich was on a bike on a narrow road and was frightened by the bus and fell. No contact with the bus but the insurance company settled it with her.

Motion to approve the Budget Revenues for FY17 in the amount of \$16,518,048.

By Dan Smith  
Seconded by Bill Nelson  
All in Favor

Motion to approve Budget Expenditures for FY17 in the amount of \$16,518,048.

By Dan Smith  
Seconded by Bill Nelson  
All in Favor

Felicia Webb explained Title VI is a program of non-discrimination on the basis of race, color, or national origin. CATA's TitleVI program describes CATA's compliance with Title VI, including the level and quality of transit service, outreach and inclusion of minority and LEP persons, and the method of addressing Title VI complaints. CATA is required to update every three years and submit the update to the FTA Regional Civil Rights Officer for her review and feedback. We have to submit to be in compliance with federal regulations and there haven't been any complaints since the last submissions. The Title VI needs board approval.

Motion to approve TitleVI Program Updated June 1, 2016.

By Dan Smith  
Seconded Bill Nelson  
All in Favor

Paul Talbot gave an overview of the projects and that have been completed during 2016.

Stephanie Jackson Asked about the new Charlie Cards we have in place. She wanted to know if they are refillable here.

Felicia responded with the card set up is here but money on the cards is done in Boston.

Paul discussed the Service Updates he had a meeting with Manchester by the Sea about getting on board with CATA, they have shown an interest. They need to meet with their Board to accept the proposal. They also want a certain route from all the elderly housing to downtown.

Dan Smith did ask about the rates.

Felicia did say the rates will be the same as CATA's.

Felicia was approached by Ipswich Council of Aging on doing medical transportation. She will be at their next town meeting to discuss this.

Felicia talked next about the Mall Runs and explained the new additional locations and new schedule for the mall trips which will be starting in July.

Mitchell Vieira commented on the nice adjustments and the nice job Felicia is doing on this project.

Bob Ryan mentioned he got a call from Mayor Romeo Theken about the free parking for the shuttle during the summer. She said it was being abused. Bob said the only problem with that is that the schedule and announcements are already on the subways and the MBTA and that goes to them in January so it's too late to change it. He did say that he changed the schedules to read Park and Ride instead of free parking but this could become an issue.

Dan said he would talk to the Mayor to find out why this change.

Bob Ryan said he is also willing to work with the DPW about the parking for these cars.

Adjournment – 9:35am

Motion by Dan Smith  
Seconded: by Mitchell Vieira  
Vote: Unanimous in Favor