

Cape Ann Transportation Authority
Board Meeting
May 30th, 2025
9:30am

Attendance: Alex Kopplemen Gloucester, Mitch Vieira Rockport, John Round Manchester, CATA Legal Counsel Liz O'Connor, Felicia Webb Administrator, Jackie LaFlam

Not present was Essex Gil Frieden, Hamilton Joseph Domelowicz, Ipswich Interim Town Manager Tom Younger, Jay Smiledge ADA

This meeting was conducted remotely through GotoMeeting. All votes were Roll Call

Called to order by Mitch Vieira at 9:33am

Approval of Minutes

Approval of February 21, 2025 minutes held off until next meeting.

FY/26 Budget Expenditure

Felicia gave a general overview of CATA in FY25 compared to previous years including ridership and summer services. She explained the difference between CATA and CATM (operating company), explained the budget increases in expenses, including grant funded evening service and expanded On Demand, wages increases for both CATA and CATM employees, and pension expense for CATA.

I move that the CATA Advisory Board approve the Cape Ann Transportation Authority's Fiscal 26 budgeted expenditures in the amount of \$5,260,716

Motioned to approve budget expenditures **FY26**

By Mitch Vieira

Moved John Round

Seconded by Alex Koppleman

All in favor

FY/26 Budget Revenues

Felicia explained the revenues were formula funded for preventative maintenance and operating. CATA has been awarded funding through the Boston MPO for capital projects, which has allowed CATA to look farther ahead and plan for capital projects we haven't had the ability to think of or plan for previously, which is obviously new and exciting for the agency.

Mitch was glad to see that services are expanding.

I move that the CATA Advisory Board approve the Cape Ann Transportation Authority's **FY26** budgeted revenues in the amount of \$5,260,716

Motioned to approve budget revenues **FY26**

By Mitch Vieira

Moved John Round

Seconded by Alex Kopplemen

All in Favor

Title 6 Update

Felicia explained that CATA updates our Title VI Program every three years. Title VI of the 1964 Civil Rights Act states that no person shall be discriminated against on the grounds of race, color, or national origin. CATA looks at compliance with Title VI requirements,

- including the level and quality of transit service,
- translated materials,
- outreach and inclusion of minority and LEP persons,
- and the method of addressing Title VI complaints. There have not been any complaints since the last submission.

CATA is required to update this program every three years and submit to the FTA Regional Civil Rights Officer for review and feedback to be in compliance with federal regulations.

CATA had our FTA Triennial last year and we talked about our program with the reviewers,

- to make sure it was sized appropriately for our agency, meaning not too much to do for a very small system
- We also talked about CATA's Title VI languages English, Spanish, Portuguese, and Italian and making sure our social media and other outreach included those languages on important items

The Title VI Program update needs to be approved by the Advisory Board. Felicia asked if there were any questions on the Title VI Program Update and there were none.

Motioned to approve Title 6 Program Renewal

By John Round

Moved Alex Kopplemen

All in Favor

Public Transit Agency Safety Plan

Felicia explained that CATA is required to update the Public Transit Agency Safety Plan on an annual basis. At the time this plan was updated and submitted to the state in January 2025, Manchester was not a member community, which is why in the Agency background it only refers to five communities. This will be updated in the next version.

The Safety Plan details the safety processes and procedures for CATA using existing safety practices and policies, details proactive measures to encourage a safety culture, and supports a collaborative approach to managing safety.

The safety plan update does require the approval of the CATA Advisory Board.

Motioned to approve the Updated Transit Safety Plan

By John Round

Moved Alex Kopplemen

All in Favor

CATA Updates

Discussions on the Shaws Closing

CATA held numerous outreach sessions at senior housing in Gloucester to talk about CATA services fixed route, On Demand, Dial-a-Ride, the routes, and the different buses they can take to get to the other grocery stores in Gloucester.

Grants

CATA received a couple of Grants, one for dialysis and one for shopping and the medical rides/taxi program. CATA is spending down older grants but our ability to launch new services is limited by the number of drivers we have.

Misc

CATA will be providing 2 buses for the Bunker Hill Reenactment.

Manchester

We had an outreach session with Manchester seniors and they are looking forward to the services. We are hoping to start sometime in July or August.

Comprehensive Plan

CATA is working on our 5-year comprehensive transit plan update, there will be additional outreach with the Board and customers.

Welcome John Round from Manchester by the Sea.

Motioned to adjourn by John Round at 9:59am

Seconded by Alex Kopplemen

All in favor