

**Cape Cod Regional Transit Authority  
Advisory Board Meeting  
Via Zoom  
December 16, 2020 – 9:00 a.m.**

**Minutes**

A meeting of the Cape Cod Regional Transit Authority Advisory Board was held on Wednesday, December 16, 2020, at 9:00 a.m. via video conferencing. The meeting was called to order at 9:01 a.m. by Bob Lawton, Chairman.

Board members present were: George Slade, Bourne; Bob Lawton, Yarmouth; Mark Ells, Barnstable; Bud Dunham, Sandwich; Dorothy Voelker, Yarmouth Port; Erin Ellis, Provincetown; Judi Wilson, Orleans; Peter Lombardi, Brewster; Brenda Vazquez, Dennis; Roslyn Diamond, Eastham; Falmouth, Sam Patterson

Others present included: Thomas Cahir, CCRTA; Kathy Jensen, CCRTA;

A 81.99% quorum was determined.

**I. Minutes of September 16, 2020 Advisory Board Meeting**

Sam Patterson moved that the minutes be approved as presented. George Slade seconded. Roslyn Diamond abstained. **Approved.**

**II. Reports**

Tom Cahir mentioned there would be vote at the end of the meeting regarding on the Public Transportation Safety Plan and the Fare Policy Statement. He continued summarizing the highlights of the RTA reports. He mentioned that MassDOT's Annual Program Preview meeting occurred the week before and went flawlessly. He discussed the NTD Reporting and the process we are undertaking to include ferries and Peter Pan bus line. There will be a meeting with Congressman Keating to update him on potential revenue coming to our region. He discussed several topics throughout all reports including:

- Progress with our ride-share app called SmartDART and partnership with the Barnstable COA
- Buzzards Bay enhanced service and continuing to work with stakeholders to maintain momentum on the possibility of extending commuter rail
  - Roslyn Diamond asked what had changed regarding the headways. Tom responded that the buses are now 20-40 minutes from over 1 ½ hours.
- GATRA's award to broker Region 3 for Human Service Transportation and the Cape Cod RTA would be a sub broker.
- Participation in Cape Cod Commission's Climate Action Plan discussions

- Initiation of the CCRTA 10-year Strategic Plan

Tom also mentioned that we have connected with the county and the need for food distribution and we will be assisting with this effort. Brenda Vasquez asked how that might be coordinated with COA's and how each can support each other. Tom responded that he and Chris Kennedy had been talking about how to go about that and that COA's will be brought in to discussions.

Tom concluded that we are in the process of a website overhaul to enhance ease of use for passengers and functionality.

### III. Advisory Board:

- Bob Lawton had submitted a report regarding the RTA audit and met with the Bruce Norling regarding the financial statements. Norling mentioned the CARE's act should be able to recover any losses. We are on track with OPEB funding and that the board will have an upcoming vote to create an OPEB Trust Fund account. Overall positive result.

### IV. New Business –

Tom explained that we have always had a Transportation Safety Plan in place but that FTA and MassDOT has required that it must be passed by the Advisory Board.

- **Brenda moved that the Transportation Safety Plan be approved. Jill Goldsmith seconded the motion. A Roll Call vote was taken and the Plan was approved unanimously.**

Tom explained that MassDOT has required that a Fare Policy Statement also must be passed by the Advisory Board by the end of 2021. Over the next year we will be coming back to the board with more specificity about adjusting fares.

- **Mark moved that the Fare Policy Statement be approved. Brenda seconded the motion. A Roll Call vote was taken and the Fare Policy Statement was approved unanimously.**

### V. Old Business - none

### VI. Public Questions/Concerns - none

### VII. Adjournment

**Dorothy Voelker moved to adjourn, George Slade seconded, roll call vote approved unanimously.**

Meeting adjourned at 9:43 a.m.