

**Cape Cod Regional Transit Authority
Advisory Board Meeting
Via Zoom
May 20, 2020 – 9:00 a.m.**

Minutes

A meeting of the Cape Cod Regional Transit Authority Advisory Board was held on Wednesday, May 20, 2020, at 9:00 a.m. via video conferencing. The meeting was called to order at 9:00 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; Dave Schropfer, Eastham; Judi Wilson, Orleans; Peter Lombardi, Brewster; Wayne Taylor, Mashpee; Griffin Ryder, Harwich, Eric Sussman, Provincetown; Jill Goldsmith, Chatham; Brenda Vazquez, Dennis.

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

A 81.14% quorum was determined.

I. Minutes of December 18, 2019 Advisory Board Meeting

Dave Schropfer moved that the minutes be approved as presented. Dorothy Voelker seconded.

Approved unanimously.

II. Reports

Tom Cahir began his presentation and discussed the Multimodal Committee meeting that was held on May 6th and noted that attachment 3a provides the summary and outcome of that meeting. He then talked about the impacts the Cape Cod RTA has absorbed during the COVID-19 public health emergency.

He highlighted items included in the Board package documents that were sent out previously, including:

- Steamship Authority financial assistance we have been able to provide with the ongoing efforts of Congressman Keating
- Status update on SmartDART and the initial postponement of the rollout due to the pandemic, which is back on track for implementation
- Our collaboration with COA's and mentioned Judi Wilson's leadership as the Chair of Councils on Aging Serving Together (COAST)
- The CapeFLYER 2020 start date for service will be June 26th for its 8th year

- Summarized the main topics in the CFO's report noting that Bob Lawton will present the highlights of the CCRTA FY21 Budget for discussion and Advisory Board Member approval vote
- Discussed the Operations report and mentioned the safety measures that were put in place for our passengers and drivers, with no drivers testing positive for the COVID-19 virus to date
- GATRA fund split agreement for the allocation of FTA formula apportionment funds was negotiated and processed expeditiously with the newly appointed Administrator (Mark Sousa)
- HST has continued to provide service with a reduced staff, noting that some HST programs have been closed due to the COVID-19 virus

III. Advisory Board

- Executive/Budget Committee – Bob Lawton discussed the FY21 Budget process and the documents provided to the Advisory Board Members summarizing the \$27.5 million CCRTA budget

Dave Schropfer made a motion to approve the CCRTA FY21 Budget as submitted. Judi Wilson seconded.

- **A roll call vote was taken to approve the FY21 Budget as submitted:**
 - **Barnstable** **Yes**
 - **Bourne** **Yes**
 - **Brewster** **Yes**
 - **Chatham** **Yes**
 - **Dennis** **Yes**
 - **Eastham** **Yes**
 - **Falmouth** **Absent**
 - **Harwich** **Yes**
 - **Mashpee** **Yes**
 - **Orleans** **Yes**
 - **Provincetown** **Yes**
 - **Sandwich** **Yes**
 - **Truro** **Absent**
 - **Wellfleet** **Absent**
 - **Yarmouth** **Yes**
 - **Yarmouth Port** **Yes**

- IV. **New Business** – Bob Lawton announced that Dave Schropfer is resigning from the Cape Cod RTA Advisory Board and that Members interested in filling this vacancy should notify Kathy Jensen in advance

of the next Advisory Board meeting. Dave Schropfer gave closing remarks including glowing comments regarding the CCRTA organization.

V. Old Business - none

VI. Public Questions/Concerns - none

VII. Adjournment

Dave Schropfer moved to adjourn, George Slade seconded, roll call vote approved unanimously.

Meeting adjourned at 9:32 a.m.