



15 Industrial Parkway
Burlington, VT 05401

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CCTA Board Meeting NOTES (no quorum)

DATE: June 23, 2010

TIME: 5:00 p.m.

PLACE: CCTA Administrative Office
15 Industrial Parkway
Burlington, VT 05401

PRESENT:

Dan Maxon, Chairman, Essex
Diana Palm, Commissioner, Milton
Chapin Spencer, Vice Chairman, Burlington
Denis Barton, Commissioner, Shelburne
Bill Wessel, Commissioner, South Burlington
Sandy Miller, Commissioner, Milton
Fred Schmidt, Commissioner, Shelburne

Chris Cole, General Manager, CCTA
Gary Thompson, Assistant General Manager, CCTA
Aaron Frank, Director of Planning and Project Development, CCTA
Meredith Birkett, Planning Manager, CCTA
Michelle Daley, Director of Finance, CCTA
Sarah Krause, Administrative Assistant, CCTA
Ross Nizlek, IT/Scheduling, CCTA

Members of the Public:

Amy Rast, VTrans

NOT PRESENT:

James McCullough, Commissioner, Williston
Corey Mack, Commissioner, Winooski
Tom Buckley, Secretary, Winooski
Steve Magowan, Treasurer, South Burlington
Marti Powers-Keys, Commissioner, Essex
Albert Turgeon, Commissioner, Williston
Bethany Whitaker, Commissioner, Burlington

1. Opening meeting

The meeting was called to order at 5:06 p.m. Chair Maxon commented that there were not enough Board members to constitute a quorum.

2. Public Comment

BURLINGTON ● ESSEX ● MILTON ● SHELBURNE ● SOUTH BURLINGTON ● WILLISTON ● WINOOSKI

There was no public comment.

3. Adjustment of Agenda

There were no adjustments to the agenda.

4. Review Minutes- 5/26/10

No action was taken.

5. Financial Report and Balance Sheet

There were no questions.

6. Intelligent Transportation System (ITS) Automated Vehicle Location (AVL) System (Discussion)

Mr. Nizlek presented his findings regarding AVL and ITS. His presentation explained what it is, how it works and information you can obtain from the system. Mr. Nizlek explained the alternate, radio based system, including cost and steps needed to implement such a system. He explained the cellular based (AVL) system and the advantages to using such a system over radio; including cost, transmittal of data and service area coverage. Mr. Nizlek shared with the board topics covered at Strategy Committee meetings. He stressed the importance of having Real Time Information, why it is a necessity for attracting choice riders and that it was the number one service upgrade requested by our customers.

7. Route 1 Update (Discussion)

Ms. Birkett reported that the revised Route 1 service is going well, staff has had few complaints and people seem to understand the schedule. Ridership is slightly above normal for what she would expect for the old route. Time points are being looked at for the South Burlington Circulator afternoon service so it can better meet up with the Williston for transfers. A ride check is planned for the fall. Commissioner Spencer noted an email from the President of Heritage flight expressing his thanks for the new Route 1.

8. ADA Costs Presentation (Discussion)

Mr. Frank shared the history of ADA Paratransit Services, as well as cost compared to ridership from the start of the program till present. He shared with the Board the high volume of rides scheduled by SSTA everyday and the consequent need for scheduling software to group similar trips and lower costs.

9. Slate of Officer Candidates for July Election (Presentation)

Commissioner Maxon shared the list of candidates for officer positions on the Board as developed and proposed by the Leadership Committee. They are as follows: Commissioner Spencer for Chair, Commissioner Magowan for Vice Chair, Commissioner Turgeon for Treasurer and Commissioner Buckley for Secretary.

10. Staff Reports

Vouchers- There were no questions. .

General Manager- There was a brief discussion regarding the MPO meeting Mr. Cole attended.

Marketing- There were no questions.

Planning- Ms. Birkett added that the Planning Department will soon have new draft chapters of the TDP online and they are planning to work with a graphic designer to make the TDP visually appealing.

Project Development- There were no questions.

Grants- Commissioner Schmidt noted the number of significant projects CCTA staff has been working on and acknowledged the high volume of work being completed. There were no questions.

Maintenance- There were no questions.

Ridership- There were no questions.

Operations Report- There were no questions.

11. Committee reports

Strategy Committee:

Commissioner Schmidt told the Board the Strategy Committee will bring AVL to the Board for consideration in July. Commissioner Spencer asked if Board members had any suggestions or questions. Commissioner Schmidt suggested looking into the implications of the AVL system on the disabled community, that from his perspective this type of service enhancement would be very beneficial to the disabled community.

Next Meeting: Tuesday, July 13 8:00am, CCTA.

Finance Committee:

There was no meeting to discuss.

Leadership Committee:

Commissioner Maxon reported that Mr. Cole's evaluation is underway. He said the Leadership committee is compiling the results of their survey.

Commissioner Maxon thanked Commissioner Miller for his work with the Board. It was Commissioner Millers last meeting as a Milton Commissioner.

Next Meeting: Tuesday July 13, 4:00pm at the Essex Town Office.

12. Other Business

The Board Retreat is scheduled for 9.22.10. It will be held at the Boat House on the Burlington Waterfront.

13. Executive Session

14. Adjourn

Respectfully Submitted,

Tom Buckley
Secretary

Accepted on behalf of the
Board of Commissioners

Dan Maxon
Chairman