

LEWISTON-AUBURN TRANSIT COMMITTEE

Thursday, October 16, 2014
12:00 PM

@ AVCOG

1. Declaration of Quorum/Call to Order
2. Consent Agenda
 - A. September 25, 2014 Minutes – (enclosed)
 - B. WMTS Fixed Route and ADA Invoices for August and September 2014 – (enclosed)
 - C. ATA Revenue Statement August 2014 – (enclosed)
3. Public Comment
4. Bills and Communications
 - A. Budget-to-Actual August 30, 2014 - (to be presented)
 - B. Ridership Reports September 2014 Fixed Route and ADA – (enclosed)
 - C. 10/7/14 – D. Doyle, on behalf of Auburn citylink Driver's
5. Review and Update
 - A. RFP's for transit related studies
 - B. Charter Rules - 2015 Northeast Shrine Association Field Days
 - C. Bus Stop Signs
6. Fare Discount for Veterans – (Discussion)
A request was made to LATC to consider offering a discounted fare for Veterans.
7. Capital Equipment
 - A. New Used Bus Purchases - Update
 - B. SLF Disposal - Update
 - C. Bluebird – Update
 - D. 1996 Gillig Parts Bus – Update
8. Fixed Route Contract – (Discussion/Action)
 - A. WMTS Line of Credit Interest Charge
 - B. Contract Amendment – Addition of Vehicles to the Fleet
9. Public Notification Policy – (Discussion/Action)
Enclosed is a draft Public Notification Policy.
10. Auburn Bus Station
Update.

Executive Session

11. Other Business

Pending
Bus Shelters

Adjourn

LEWISTON-AUBURN TRANSIT COMMITTEE
Minutes of September 25, 2014

@ Auburn Hall

MEMBERS PRESENT

Belinda Gerry	Auburn
Phil Nadeau	Lewiston
Howard Kroll	Auburn
Lucy Bisson	Lewiston
Karen Veilleux	Auburn
Christina Berry	Lewiston
Mark Cayer	Lewiston

MEMBERS ABSENT

STAFF AND OTHERS PRESENT

Sandy Buchanan	WMTS
Russell Soule	WMTS
Marsha Bennett	AVCOG/LATC
Greg Whitney	AVCOG
Elaine Cohoon	Auburn Resident
Barbara Brown	Auburn Resident
Donna Crowley	Auburn Resident
Carmen Edwards	Auburn Resident
Elaine Dickson	Auburn Resident
Sharon Kemp	Auburn Resident

1. Declaration of Quorum/Call to Order

A quorum was declared and the meeting was called to order at 12:10 PM.

The meeting agenda was taken out of order to accommodate members of the public.

3. Public Comment

Phil Nadeau invited the public to speak of any concerns or suggestions that they have regarding citylink.

Barbara Brown (Auburn resident) made three suggestions to the overall operation of citylink – 1) the New Auburn bus could run every two hours and alternate with the Downtown Shuttle/Minot Avenue bus; 2) the New Auburn bus doesn't need to be so large. WMTS could provide assistance at the beginning of the month for people that are ADA; and, 3) charge for the Downtown Shuttle.

Elaine Cohoon (Auburn resident) mentioned to the committee that Jonestown, PA has good buses and they may have buses that they would sell.

Elaine Dickson (Auburn resident) stated that she has been in Maine since 1999 and this is her first meeting of any kind that she has attended. She stated that she is hoping that the Auburn buses continue to run. Until recently, she had been in a wheelchair due to health issues. She began using citylink and found that the drivers treated her with respect and made sure that she was safe while boarding, riding and debarking the bus. This is her only way to get around.

Phil Nadeau stated that there has not been a conversation between the two cities to stop service.

He noted that he can't stop what people are saying. He did say that the discussion that the two cities are having is about building a new bus station in Auburn.

Sharon Kemp (Auburn resident) stated that she had been in a wheelchair for three months and had excellent service from WMTS' green buses, as well as on citylink.

Carmen Edwards (Auburn resident) commented that she is relieved to hear that there aren't any plans to eliminate service. Ms. Edwards apologized to the committee for any of the frustration and grumpiness she may have displayed to the drivers when there have been issues with the buses.

Ms. Cohoon asked if WMTS buses could be used when citylink buses weren't available.

Phil explained the contract relationship between LATC and WMTS, explaining that WMTS provides the maintenance and the driver's. He noted that when a Mountain Explorer bus is being used, it is actually WMTS' bus that is in service.

Ms. Brown expressed concerns for people having to wait outside for a bus when it is freezing out. She called 911 once due to the cold and having missed her bus.

Phil responded by stating that if LATC had more buses to make the system more reliable, people wouldn't be left stranded.

Ms. Dickson stated that the buses don't run late enough for people that work. Also, for the people answering the phones it is important for them to provide good customer service.

Phil stated that there is a cost to extending hours of service. That being said, LATC will be doing a study of the system and we will be looking for public comment.

Ms. Cohoon suggested advertising on the buses to generate revenue – inside and outside.

Greg Whitney responded, stating that year-to-date advertising revenue will be approximately \$37,000. Phil added that the committee will be looking to generate additional revenue through advertising on bus shelters.

Ms. Brown asked if anything can be done about the smoking in the shelters.

Marsha Bennett stated that stickers are placed in the shelters, but people take them off. Phil stated that as LATC looks into new shelters there may be a more permanent solution to posting the "no smoking" sign. The committee will also be looking into making the shelters more vandal proof.

Ms. Dickson stated that there is confusion on being able to flag down a bus or have to wait at a bus stop. Some drivers will drive pass, others will stop if you aren't waiting at a bus stop sign. She stated that the distance to walk to a bus stop sign from Huber Associates on Minot Avenue is too long.

Phil asked that a discussion regarding bus stops be put on the next meeting agenda. There were no more comments from the public. Phil invited the public to stay for the remainder of the meeting.

2. Consent Agenda

- A. August 13, 2014 Minutes
- B. AVCOG August 2014 Invoice
- C. WMTS Fixed Route and ADA Invoices for July 2014
- D. ATA Revenue Statement July 2014

MOTION by Lucy Bisson to approve the consent agenda. SECONDED by Howard Kroll. MOTION passed 7-0.

4. Bills and Communications

- A. Budget-to-Actual August 30, 2014
- B. Ridership Reports July 2014 Fixed Route and ADA

There was no discussion.

MOTION by Howard Kroll to accept and place on file the Budget-to-Actual for August 30, 2014, and the July 2014 ridership reports. SECONDED by Mark Cayer. MOTION passed 7-0.

5. Review and Update

- A. RFP's for transit related studies
The RFP's for both studies are being reviewed to comply with MaineDOT's guideline. Marsha Bennett will send the final version of both RFP's to the committee.
- B. 8th Street, New Auburn
The bus is running on 8th Street. APW has done some work to address the problem in the dip in the road, but there is still an issue with a significant bump crossing the road near South Main Street.
- C. Charter Rules – 2015 Northeast Shrine Association Field Days
Marsha Bennett is waiting to hear back from FTA to get a federal determination on LATC's proposed service for the Shrine Conference. Based on 49 CFR Part 604 Charter Service expanding hours of service for a one-time event is considered charter. LATC can provide charter service as long as they comply with the regulations. The regulations make it extremely difficult. The committee talked about using non-federally funded buses to provide the service. Marsha will follow-up with FTA to see if using non-federally funded vehicles and isolating the costs associated with the special service would be outside of FTA's charter rules.
- D. LATC-METRO Meeting Follow-Up
Phil Nadeau has spoken with Greg Jordan, METRO GM, about being a FTA direct recipient, assisting with maintenance providing 3rd party oversight, vehicles, etc. METRO is willing to have a conversation with Marsha Bennett to discuss the role of being an FTA direct recipient. METRO is not interested in providing maintenance oversight. There are consulting firms that can provide this and Mr. Jordan stated he could point LATC in the right direction.

Related to maintenance reviews, Marsha Bennett stated that WMTS had an inspection from the Maine State Police Motor Vehicle Division. This is the first time that the State Police have inspected WMTS' transit fleet, but were told that they will be doing all transit operators in the state and will be doing periodic roadside inspections as well. This is coming down from the federal level due to all of the bus accidents occurring nationally. The inspection consisted of reviewing driver records, maintenance records, PM schedules and vehicle inspections. There were no findings. Phil Nadeau asked for a copy of the report.

6. Correction to the Transit Advertising Policy

The transit advertising policy that was approved at the last meeting contained old language that was supposed to be deleted. This action is to approve the written policy as intended. Item 5 is to read exclude the language "tobacco, liquor or."

MOTION by Lucy Bisson to approve as corrected un-striking the word "for" and remove "tobacco, liquor or." SECONDED by Mark Cayer. MOTION passed 7-0.

7. Change to ADA Complementary Paratransit Policies and Procedures

The MaineDOT requested that LATC amend the definition for wheelchair in their ADA Policies and Procedures. This request was made when FTA was conducting a State Management Review of DOT. The definition had been changed removing the term "common wheelchair" and the specific dimensions of a wheelchair.

MOTION by Lucy Bisson to approve the August 19, 2014, ADA Complementary Paratransit Policies and Procedures reflecting the change to the definition of a wheelchair. SECONDED by Howard Kroll. MOTION passed 7-0.

8. Update to LATC's Fleet Maintenance Plan

LATC's July 25, 2013 Fleet Maintenance Plan has been amended to reflect changes WMTS has made to their plan, as well as to reflect changes LATC has made over the past year. Changes that were made to the plan include the following: revising the contents page; replacing "title holder" with "funding source and purchase date"; updating LATC's approved capital improvement plan; adding "parts inventory"; adding language to oversight of contracted vendors; updating vehicle mileage; and, including PM work order templates for each make/model vehicles. The mileage will be updated to reflect actual as of June 30, 2014. Phil Nadeau asked if the PM workorder templates could be emailed to him.

MOTION by Lucy Bisson to approve LATC's Fleet Maintenance Plan as presented with June 30, 2014 mileage. SECONDED by Howard Kroll MOTION passed 7-0.

9. Bus Shelter Inventory

An inventory of LATC's bus shelters from 2007 was enclosed in the packet. Marsha Bennett and Harold Allen recently did an inspection of the shelters and there is no significant change in the overall condition. Due to the plexiglass side panels, many of the shelters look very tired and some of the shelters may not comply with ADA. Mark Cayer expressed considerable dislike for the plexiglass noting that the material scratches easy and turns color fast leaving an inner-city look to the shelter. For the next meeting, a map of the shelters, an update of their condition, locations for new shelters identified, and information on new shelters will be presented. It was noted that when new shelter locations are identified it is important to partner with a business or agency to help maintain the shelter year round. New bus shelters will include opportunities for advertising.

10. Capital

A. SLF Disposal

Marsha Bennett was told by MaineDOT to hold off on disposing of the SLF buses until they receive a letter from FTA. Phil Nadeau stated that these should already be disposed of because the SLF's meet MaineDOT's 10-year standard and FTA has stated that the state can reclassify vehicles. Marsha will follow up with DOT to get this moving.

B. Blue Bird

MaineDOT is putting together a letter to FTA stating the Department's position on reclassifying the Blue Bird buses from a 12-year to a 10-year bus, and to request the Federal interest be waived.

C. 1997 Gillig – Maintenance Required

Bus 9766, a 35' Gillig purchased from METRO needs a new lift. A new lift costs \$6,100. WMTS is in the process of working with METRO to see about getting a spare used lift. The committee agreed that the lift needed to be replaced because LATC is not in a position to be able to lose a bus.

WMTS maintenance staff attended training for Gillig buses at METRO. WMTS maintenance said that the training was excellent and it should have been provided sooner. MaineDOT paid for the training.

D. Consultant Main Street Connections

Main Street Connections has provided LATC and other Maine transit operators with a list of buses for sale. It is up to each entity to contact the seller if interested in buying. The contractors are only looking in New York. The buses on the list provided are not worth pursuing.

Phil Nadeau stated that he has been looking for buses across the country and there are very few that are worth purchasing. That being said, he asked the committee to give him the authority to purchase a bus(es) without going to the committee for approval. When a decent bus is available they are around long and you need to be ready to buy. Phil stated that before he was to buy any bus he would confer with Howard Kroll, LATC Vice-Chair, for concurrence.

MaineDOT has transit operators if they are interested in buying Gillig buses. Based on the information provide, Delaware has a Gillig bid that we can tag onto. Phil noted that based on the CIP LATC is scheduled to replace the Eldorado next year and then buy a 12-year bus the following. Greg Whitney provided a handout reflecting LATC's capital funds – federal and local. Phil requested staff to get a copy of the Delaware spec and get the time frame for committing.

Lewiston sent out its CIP request form (after the agenda was sent out). Phil Nadeau stated that LATC will be requesting \$40,000 per city again this year as is consistent with LATC's CIP. The committee agreed.

MOTION by Belinda Gerry to authorize Phil Nadeau with concurrence from Howard Kroll to use local capital reserve funds to purchase buses on behalf of LATC. SECONDED by Lucy Bisson. MOTION passed 7-0.

E. LATC Maintenance Review

As a direct recipient, LATC is responsible for oversight of maintenance and maintenance reviews. LATC will need to look into contracted for this service. Maintenance reviews will include PM's, review of driver trip reports and work orders, and vehicle inspections.

12. Other Business

There was no other business.

11. Auburn Bus Station

A motion to enter into executive session was made at 1:55 PM.

MOTION by Lucy Bisson to go into Executive Session under State of Maine statute Title 1, Chapter 13, Public Records and Proceedings, §405 Executive Sessions, Section 6, C, to discuss the acquisition or use of real property. SECONDED by Howard Kroll. MOTION passed 7-0.

Executive session ended at 2:40 PM

Christina Berry left during executive session.

Adjournment

MOTION by Belinda Gerry to adjourn at 2:42 PM. SECONDED by Howard Kroll. MOTION passed 6-0.

The next meeting is scheduled for October 9, 2014



Western
Maine
Transportation
Services

Clayton Holmes, Chairperson

Sandra E. Buchanan, General Manager

September 19, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: August 2014 Billing

Dear Phil:

The following represents the invoice for Fixed Route transportation services to the LATC for the month of August, 2014:

Total – Per Contract	\$ 96,883.34
Less: Farebox	(\$ 9,829.81)
Less: Passes	(\$ 822.00)
Less: Bus-N-buy	(\$ 3,769.50)

Total Due to WMTS	\$ 82,462.03

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration

76 Merrow Rd Auburn, Maine 04210
telephone 207-333-6972 fax: 207-335-6725



**Western
Maine
Transportation
Services**

Gene Holmes, Chairperson

Sandra E. Buchanan, General Manager

September 19, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: August, 2014 Billing

Dear Phil:

The following represents the invoice for ADA transportation services to the LATC for the month of August 2014:

Total – Per Contract	\$ 12,783.34	
Less: ADA	\$ (2,337.00)	779 Trips
Less: PCA's	\$ (0.00)	14 Trips
Less: Escorts	\$ (0.00)	0 Trip
Total Due to WMTS	\$10,446.34	793 Trips
August No-Shows	\$ 15.00	5 Trips (Excluded from above)

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration



Western
Maine
Transportation
Services

10000 Forest St. Auburn, Maine

10000 Forest St. Auburn, Maine 04210

October 6, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: September, 2014 Billing

Dear Phil:

The following represents the invoice for ADA transportation services to the LATC for the month of September 2014:

Total – Per Contract	\$ 12,783.34	
Less: ADA	\$ (2,556.00)	852 Trips
Less: PCA's	\$ (0.00)	24 Trips
Less: Escorts	\$ (0.00)	0 Trip
Total Due to WMTS	\$10,227.34	876 Trips
September No-Shows	\$ 33.00	11 Trips (Excluded from above)

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager / Director of Finance & Administration



Western
Maine
Transportation
Services

7700 Frye Rd., Auburn, Maine

520 202 E. Broad Street, Auburn, Maine

October 6, 2014

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: September 2014 Billing

Dear Phil:

The following represents the invoice for Fixed Route transportation services to the LATC for the month of September, 2014:

Total – Per Contract	\$ 96,883.34
Less: Farebox	(\$ 10,382.20)
Less: Passes	(\$ 577.50)
Less: Bus-N-buy	(\$ 3,457.50)
Total Due to WMTS	\$ 82,466.14

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration

76 Merrow Rd Auburn, Maine 04210
Telephone 207-533-6370 fax: 207-533-6325

1:35 PM
09/01/14
Cash Basis

Alternate Transit Advertising, Inc.
L/A Sales
August 2 - 31, 2014

Type	Date	Num	Name	Ship Date	Paid Amount
Service					
Net Due System					
NET L/A					
Invoice	8/2/2014	11392	U.S. Cellular	5/1/2014	1,050.00
Invoice	8/3/2014	11774	Schneider National	6/1/2014	1,080.63
Total NET L/A					<u>2,130.63</u>
Total Net Due System					<u>2,130.63</u>
Total Service					<u>2,130.63</u>
TOTAL					<u><u>2,130.63</u></u>

WESTERN MAINE TRANSPORTATION SERVICES, INC.
LEWISTON-AUBURN TRANSIT COMMITTEE
OPERATING STATISTICS
SEP 14' FY 14

OPERATING DAYS - 25

ROUTE	CURRENT RIDERSHIP	PERCENT	Y-T-D RIDERSHIP	PERCENT	CURRENT MILEAGE	PERCENT	Y-T-D MILEAGE	PERCENT	CURRENT HOURS	PERCENT	Y-T-D HOURS	PERCENT	CURRENT REVENUE	PERCENT	Y-T-D REVENUE	PERCENT
1 - MAIN STREET	3,076	8.45%	35,105	9.41%	2,964	15.77%	36,815	16.03%	226	14.73%	2771	15.09%	2313.21	10.32%	26188.67	11.43%
2 - SABATTUS STREET	5,349	14.70%	53,446	14.33%	2,518	13.39%	30,673	13.35%	218	14.21%	2610	14.22%	4619.68	20.62%	43168.50	18.84%
3 - LISBON STREET	5,110	14.04%	53,871	14.45%	3,074	16.35%	36,804	16.02%	223	14.54%	2715	14.79%	4476.40	19.98%	47250.10	20.63%
4 - NEW AUBURN	2,092	5.75%	24,167	6.48%	2,520	13.40%	30,580	13.31%	228	14.87%	2693	14.67%	1491.49	6.66%	16714.83	7.30%
5 - MINOT AVE	522	1.43%	5,680	1.52%	1,365	7.26%	16,979	7.39%	98	6.41%	1117	6.08%	424.60	1.89%	4334.17	1.89%
6 - COLLEGE STREET	7,372	20.26%	76,286	20.46%	1,676	8.92%	20,711	9.02%	101	6.56%	1246	6.79%	6021.96	26.87%	62190.76	27.15%
7 - AUBURN MALLS	3,714	10.21%	36,465	9.78%	1,406	7.48%	17,201	7.49%	120	7.81%	1421	7.74%	2957.67	13.20%	26141.94	12.28%
8 - MALL SHUTTLE	5,872	16.14%	56,387	15.12%	2,518	13.39%	30,879	13.44%	217	14.12%	2599	14.16%	69.00	0.31%	864.43	0.38%
9 - DOWNTOWN SHUTTLE	3,281	9.02%	31,457	8.44%	758	4.03%	9,065	3.95%	104	6.75%	1185	6.45%	33.45	0.15%	224.39	0.10%
TOTALS	36,388	100.00%	372,864	100.00%	18,799	100.00%	229,707	100.00%	1,535	100.00%	18,357	100.00%	\$22,407	100.00%	\$229,078	100.00%

ROUTE	CURRENT IPM	Y-T-D IPM	CURRENT IPH	Y-T-D IPH	CURRENT REV/HR	Y-T-D REV/HR
1 - MAIN STREET	1.0	1.0	13.6	12.7	\$10.2	9
2 - SABATTUS STREET	2.1	1.7	24.5	20.5	\$21.2	17
3 - LISBON STREET	1.7	1.5	22.9	19.8	\$20.1	17
4 - NEW AUBURN	0.8	0.8	9.2	9.0	\$6.5	6
5 - MINOT AVENUE	0.4	0.3	5.3	5.1	\$4.3	4
6 - COLLEGE STREET	4.4	3.7	73.1	61.2	\$59.8	50
7 - AUBURN MALLS	2.6	2.1	31.0	25.7	\$24.7	20
8 - MALL SHUTTLE	2.3	1.8	27.1	21.7	\$0.3	0
9 - DOWNTOWN SHUTTLE	4.3	3.5	31.7	26.6	\$0.3	0
TOTALS	1.9	1.6	23.7	20.3	\$14.6	12

WESTERN MAINE TRANSPORTATION SERVICES, INC.
 LEWISTON-AUBURN TRANSIT COMMITTEE
 RIDERSHIP STATISTICS
 FY 2014 (OCT 13-SEPT 14)

ROUTE	October	November	December	January	February	March	April	May	June	July	August	Sept	TOTAL	2013	2012	2011
1 - MAIN STREET	2,897	2,366	2,484	2,507	2,641	2,771	3,176	3,429	3,254	3,412	3,092	3,076	35,105	34,210	37,316	23,819
2 - SABATTUS STREET	3,933	3,205	3,377	3,798	4,021	4,410	4,733	4,621	5,162	5,353	5,484	5,349	53,446	48,683	43,590	32,490
3 - LISBON STREET	4,648	3,738	4,013	3,827	4,143	4,310	4,621	4,677	4,527	5,318	4,939	5,110	53,871	53,496	50,738	40,597
4 - NEW AUBURN	2,198	1,584	1,619	1,769	1,924	2,101	1,984	2,123	2,193	2,362	2,218	2,092	24,167	24,692	28,191	21,455
5 - MINOT AVENUE	342	343	309	476	404	459	600	560	518	598	549	522	5,680	5,515	4,366	3,723
6 - COLLEGE STREET	6,957	6,067	6,109	5,250	5,670	5,872	6,899	6,539	6,196	6,591	6,764	7,372	76,286	71,977	71,371	62,686
7 - AUBURN MALLS	3,001	2,687	2,692	2,571	2,691	3,064	3,196	2,929	2,735	3,534	3,651	3,714	36,465	31,616	32,039	27,045
8 - MALL SHUTTLE	5,509	4,935	4,663	3,814	4,505	4,662	5,210	4,460	3,953	4,451	4,323	5,872	56,387	50,366	53,776	47,940
9 - DOWNTOWN SHUTTLE	2,117	1,380	2,038	2,414	2,617	2,698	3,088	2,983	2,957	2,982	2,902	3,281	31,457	32,368	29,217	25,454
GRANDTOTALS	31,602	26,305	27,304	26,426	28,616	30,377	33,507	32,321	31,495	34,601	33,922	36,388	372,864	352,923	350,604	285,209
PERCENT CHANGE	-2.16%	-14.33%	-2.08%	-4.78%	0.02%	-1.12%	6.13%	4.87%	17.47%	23.35%	16.53%	27.28%				
FY 2014	31,602	26,305	27,304	26,426	28,616	30,377	33,507	32,321	31,495	34,601	33,922	36,388	372,864	352,923	350,604	285,209
FY 2013	32,299	30,705	27,885	27,752	28,609	30,721	31,571	30,820	26,812	28,050	29,109	28,590	352,923	350,604	350,604	239,132
FY 2012	27,629	28,445	29,639	26,165	28,457	29,872	29,405	28,914	30,553	28,896	32,654	29,975	285,209	285,209	285,209	224,931
FY 2011	21,889	23,049	24,646	19,852	21,455	24,460	24,458	23,176	25,055	23,771	26,302	27,096	230,929	230,929	230,929	200,925
FY 2010	20,675	18,370	20,848	17,844	18,415	20,500	20,722	19,287	20,226	19,364	20,012	22,869	214,835	214,835	214,835	198,545
FY 2009	20,762	16,804	20,309	17,305	17,562	18,682	19,955	17,833	18,593	18,998	18,712	19,416	188,971	188,971	188,971	168,971
FY 2008	19,119	18,412	17,967	17,520	16,527	18,305	20,933	20,458	19,122	21,664	21,553	19,349	130,550	130,550	130,550	122,223
FY 2007	17,743	17,238	17,175	15,971	14,090	17,349	15,237	17,748	16,978	16,524	19,007	15,865	120,458	120,458	120,458	120,458
FY 2006	17,451	17,633	17,683	16,197	16,789	19,532	16,984	18,406	19,273	16,836	20,321	17,730	123,446	123,446	123,446	123,446
FY 2005	15,214	15,948	16,819	14,251	13,918	17,384	17,407	17,160	17,631	16,185	19,086	17,542	117,531	117,531	117,531	117,531
FY 2004	12,841	11,149	13,187	11,272	11,227	16,470	16,422	14,769	16,544	14,688	15,245	15,157	117,685	117,685	117,685	117,685
FY 2003	11,889	9,978	10,183	9,958	9,667	10,185	11,319	10,975	11,464	11,651	12,045	11,216	107,895	107,895	107,895	107,895
FY 2002	11,030	10,039	9,854	10,008	9,315	10,064	10,450	10,501	10,053	10,656	10,258	9,995	99,995	99,995	99,995	99,995
FY 2001	10,718	10,420	9,920	10,479	9,488	9,520	9,953	10,557	9,577	9,497	11,210	9,119	92,919	92,919	92,919	92,919
FY 2000	10,176	10,540	10,689	8,609	9,754	12,032	9,557	10,870	10,630	9,457	10,812	10,320	87,812	87,812	87,812	87,812
FY 1999	10,840	10,117	11,492	8,878	9,690	12,167	11,217	10,145	11,112	10,183	11,017	10,673	81,017	81,017	81,017	81,017
FY 1998	10,298	10,148	10,148	7,417	9,036	10,678	9,804	9,519	10,435	9,592	10,594	11,433	74,594	74,594	74,594	74,594
FY 1997	9,836	8,173	9,008	8,547	8,885	8,984	9,031	8,967	9,140	8,736	9,272	9,316	74,594	74,594	74,594	74,594

WESTERN MAINE TRANSPORTATION SERVICES, INC.
LEWISTON-AUBURN TRANSIT COMMITTEE
RIDERSHIP

SEPT 2014

OPERATING DAYS = 25

ROUTE	TRNSFR	CASH REGLR	CASH STDNT	CASH SEN/DIS	REGLR	SEN/DIS	REGLR	SEN/DIS	STDNT	SEN/DIS	SINGLE RIDE	LIS CNCT	VHLCHR	USNBUY	\$0 FARE	RDSHP	RVNUJ
1 - MAIN STREET	316	431	70	340	155	147	239	179	948	0	2	33	57	159	3,076	\$ 2,313.21	
2 - SABATTUS STREET	600	913	108	596	621	311	882	95	728	0	3	81	90	321	5,349	\$ 4,619.68	
3 - LISBON STREET	584	1193	65	526	404	685	641	105	474	0	3	50	115	265	5,110	\$ 4,476.40	
4 - NEW AUBURN	285	214	12	237	67	103	283	52	734	0	1	17	0	87	2,092	\$ 1,491.49	
5 - MINOT AVENUE	60	101	12	71	30	20	33	1	178	0	0	9	0	7	522	\$ 424.60	
6 - COLLEGE ST	570	1200	404	675	265	522	605	956	1374	0	2	213	321	265	7,372	\$ 6,021.96	
7 - AUBURN MALLS	342	485	174	437	141	174	373	325	1090	0	0	79	46	48	3,714	\$ 2,957.67	
8 - MALL SHUTTLE	2	1	0	0	0	0	0	0	0	0	0	88	2	5779	5,872	\$ 69.00	
9 - DOWNTOWN SHUTTLE	1	1	0	1	0	0	0	0	2	0	0	40	0	3236	3,281	\$ 33.45	
TOTALS	2,760	4,539	845	2,883	1,683	1,962	3,056	1,713	5,528	0	11	610	631	10,167	36,388	\$ 22,407.46	

WESTERN MAINE TRANSPORTATION SERVICES, INC.
LEWISTON-AUBURN TRANSIT COMMITTEE

Sep-14

ROUTE	TRANSFER	CASH REGULAR	CASH SIDINT	CASH SEMDIS	MULTIPASS REGULAR	MULTIPASS SEMDIS	MINTPASS REGULAR	MINTPASS SEMDIS	SINGLE RIDER	LIS CNCT	WHLCHR	BUSBY	\$0 FARE	TOTAL	YTD TOTAL
1 - MAIN STREET	316	431	70	340	155	147	239	948	0	2	33	57	159	3,076	36,105
PRIOR YEAR	282	390	100	258	75	178	188	581	0	27	26	56	208	2,535	34,210
INC/DEC	34	41	-30	82	-31	51	13	387	0	-25	7	1	-49	541	895
PERCENT CHANGE	12%	11%	-30%	32%	-17%	27%	8%	63%	#DIV/0!	-93%	27%	2%	-24%	0	0
2 - SABATTUS STREET	600	913	108	596	621	311	882	95	728	0	3	81	321	5,349	53,446
PRIOR YEAR	626	645	82	440	411	200	690	103	473	0	9	16	270	4,032	48,683
INC/DEC	(26)	268	26	156	210	111	192	(6)	255	(6)	65	23	51	1,317	4,763
PERCENT CHANGE	-4%	42%	32%	35%	51%	56%	28%	-8%	54%	-67%	406%	34%	19%	0	0
3 - LIBBON STREET	584	1193	65	526	404	685	641	105	474	0	3	50	265	5,110	53,871
PRIOR YEAR	464	1205	97	401	169	281	295	131	937	0	7	9	176	4,228	53,496
INC/DEC	120	-12	-32	125	235	404	346	-26	-463	0	4	41	89	882	375
PERCENT CHANGE	26%	-1%	-33%	31%	138%	144%	117%	-20%	-49%	#DIV/0!	456%	105%	51%	0	0
4 - NEW AUBURN	285	214	12	237	67	103	283	52	734	0	1	17	0	2,092	24,167
PRIOR YEAR	301	209	29	205	48	113	103	94	711	0	36	5	14	2,009	24,692
INC/DEC	-16	5	-17	32	19	-10	180	-42	-35	0	12	-14	-54	83	-525
PERCENT CHANGE	-5%	2%	-59%	16%	40%	-9%	175%	-45%	3%	-97%	240%	-100%	-38%	0	0
5 - MINOT AVENUE	60	101	12	71	30	20	33	1	178	0	0	9	0	522	5,680
PRIOR YEAR	33	61	0	37	26	13	42	8	133	0	3	5	0	380	5,515
INC/DEC	27	40	12	34	4	7	-9	-7	45	0	4	0	0	142	165
PERCENT CHANGE	82%	66%	92%	92%	15%	54%	-21%	-88%	34%	#DIV/0!	80%	#DIV/0!	0	0	0
6 - COLLEGE ST	570	1200	404	675	285	522	605	956	1374	0	2	213	265	7,372	76,286
PRIOR YEAR	637	1198	385	523	138	409	293	749	994	0	8	144	169	5,981	71,977
INC/DEC	-67	2	19	152	127	113	312	207	380	0	-6	69	-98	1,391	4,309
PERCENT CHANGE	-11%	0%	5%	29%	92%	28%	106%	28%	38%	#DIV/0!	-75%	48%	-4%	0	0
7 - AUBURN MALLS	342	485	174	437	141	174	373	325	1090	0	0	79	46	3,714	36,465
PRIOR YEAR	271	396	143	342	38	127	139	308	635	0	8	52	48	2,589	31,616
INC/DEC	71	89	31	95	103	47	234	17	455	0	-9	27	-38	1,125	4,849
PERCENT CHANGE	26%	22%	22%	28%	271%	37%	168%	6%	72%	#DIV/0!	-100%	52%	-44%	0	0
8 - MALL SHUTTLE	2	1	0	0	0	0	0	0	0	0	0	2	5779	56,387	50,366
PRIOR YEAR	0	0	0	0	0	0	0	0	0	0	0	0	4718	4,718	6,021
INC/DEC	2	1	0	0	0	0	0	0	0	0	0	2	1061	1,154	0
PERCENT CHANGE	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	22%	0	0
9 - DOWNTOWN SHUTTLE	1	1	0	1	0	0	0	0	2	0	0	0	3236	3,281	31,457
PRIOR YEAR	0	0	0	0	0	0	0	0	0	0	0	0	2118	2,118	32,368
INC/DEC	1	1	0	1	0	0	0	0	2	0	0	0	1118	1,163	-91
PERCENT CHANGE	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	53%	1	0
TOTALS	2,760	4,539	845	2,883	1,663	1,982	3,056	1,713	5,528	0	11	610	372,864	36,388	372,864
PRIOR YEAR	2,614	4,104	836	2,206	1,321	1,750	1,559	4,464	4,464	0	88	257	28,923	28,500	352,923
INC/DEC	146	435	9	677	778	641	1,306	154	1,064	0	-87	353	7,996	7,796	19,941
PERCENT CHANGE	0	0	0	0	1	0	1	0	0	0	-1	1	0	0	0

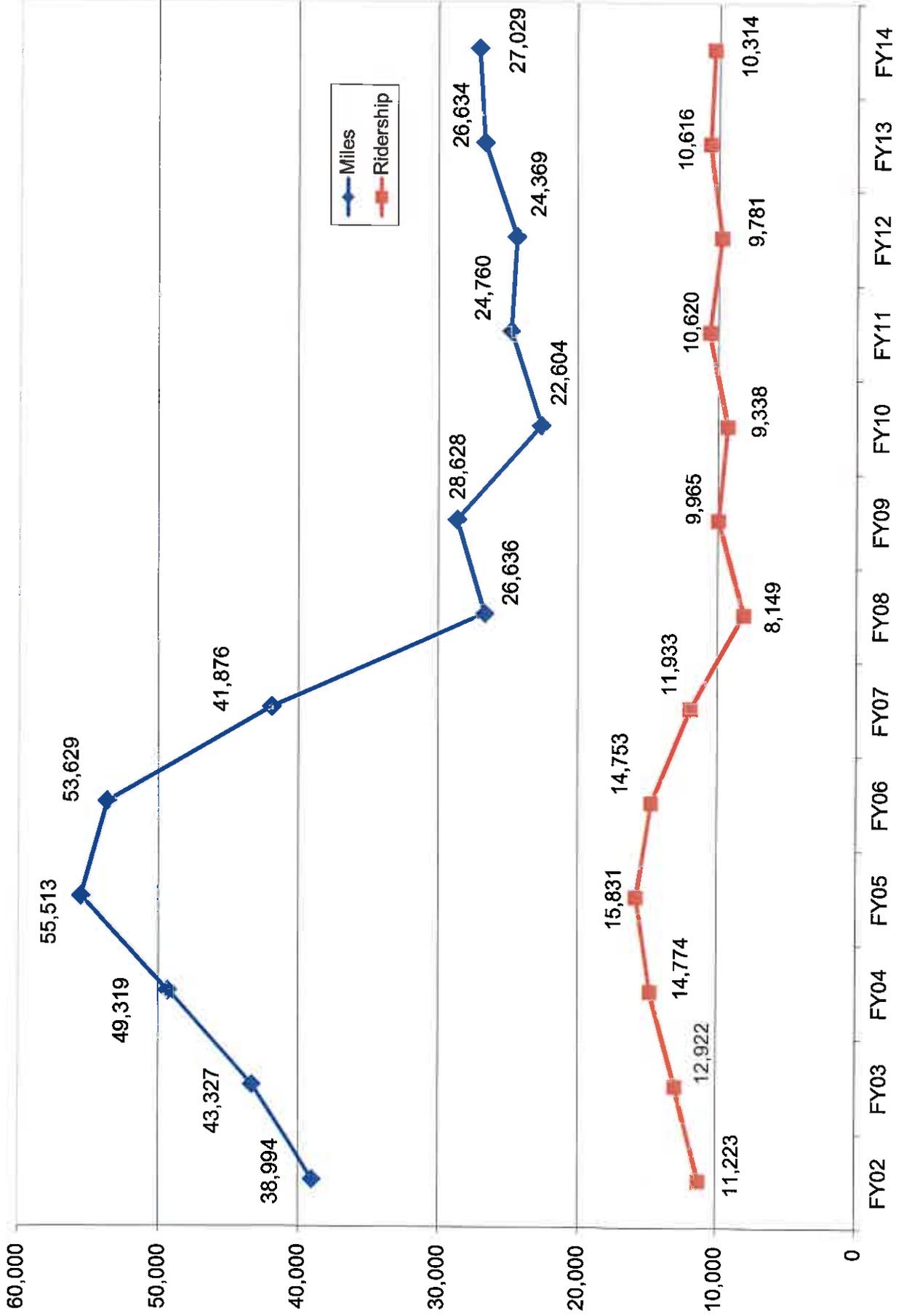
		Sep-14		REASON MISSED	
DATE	BUS #	RUN	RUN TIME		
9/8/2014	601	Main Street	6:30 AM	Bus Shut down	
9/9/2014	1103	College Street	10:15 AM	Check Engine Light	
9/10/2014	0601	Main Street	4:15 PM	Frozen Brake Caliper	

Lewiston-Auburn Transit Committee
 ADA Ridership

October 2013 - September 2014

	Total Trips	ADA Trips	Companion Trips	PCA Trips	Total No Show	Revenue	Total Miles	Revenue per Mile	Riders per Mile	Operating Cost	Total Cost per Mile	Total Rev per Trip	Total Deficit per Trip
Oct-13	924	920	4	0	11	\$2,772.00	2,309	1.20	0.40	\$12,783.34	\$5.54	\$13.83	\$10.83
Nov-13	827	819	8	2	7	\$2,481.00	2,020	1.23	0.41	\$12,783.34	\$6.33	\$15.46	\$12.46
Dec-13	743	743	0	0	13	\$2,229.00	1,864	1.20	0.40	\$12,783.34	\$6.86	\$17.21	\$14.21
Jan-14	884	880	4	8	26	\$2,652.00	2,319	1.14	0.38	\$12,783.34	\$5.51	\$14.46	\$11.46
Feb-14	836	835	1	23	11	\$2,508.00	2,216	1.13	0.38	\$12,783.34	\$5.77	\$15.29	\$12.29
Mar-14	967	965	2	4	14	\$2,901.00	2,531	1.15	0.38	\$12,783.34	\$5.05	\$13.22	\$10.22
Apr-14	941	940	1	6	13	\$2,823.00	2,488	1.13	0.38	\$12,783.34	\$5.14	\$13.58	\$10.58
May-14	915	915	0	4	4	\$2,745.00	2,473	1.11	0.37	\$12,783.34	\$5.17	\$13.97	\$10.97
Jun-14	871	869	2	16	11	\$2,613.00	2,302	1.14	0.38	\$12,783.34	\$5.55	\$14.68	\$11.68
Jul-14	797	797	0	6	3	\$2,391.00	2,094	1.14	0.38	\$12,783.34	\$6.10	\$16.04	\$13.04
Aug-14	779	779	0	14	5	\$2,337.00	2,043	1.14	0.38	\$12,783.34	\$6.26	\$16.41	\$13.41
Sep-14	852	852	0	24	11	\$2,556.00	2,370	1.08	0.36	\$12,783.34	\$5.39	\$15.00	\$12.00
Total	10,336	10,314	22	107	129	\$31,008.00	27,029	\$0.20	0.38	\$153,400.08	\$5.68	\$14.84	\$11.84
Mth Avg	861	860	2	9	11	\$2,584.00	2,252						

ADA Complementary Paratransit FY 2002 - FY 2014



Donald W. Doyle, Sr.
72 Turkey Lane
Auburn, Maine 04210
207-795-6277

October 7, 2014

Lewiston Auburn Transit Committee
125 Manly Road
Auburn, ME 04210

Dear Committee Members:

We are writing to request your assistance in correcting what we feel is a health and safety issue for those City Link drivers who must use the Great Falls driver facility. For at least 6 years that we have driven bus for City Link, we have been using a ticket booth for our break/lunch room and a portable outhouse out back.

The conditions are very unsanitary as we have no running cold or HOT water for washing our hands before we eat. Please keep in mind that we assist passengers and those in wheelchairs daily. We are also responsible for cleaning up any bodily fluids left on our buses by the passengers, as well as any other types of messes. Not to mention just touching areas in the vehicle after many people have come and gone. **No access to running hot water and soap to clean our hands before we eat should be considered unacceptable.**

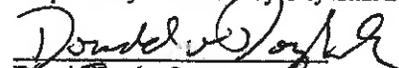
Regarding the outhouse – not only is it unpleasant in general, but during the winter (remember no heat in this unit) we have to heat water in the microwave even in order to thaw out the padlock to gain access. Our routes do not allow for us to make stops anywhere else to take bathroom breaks.

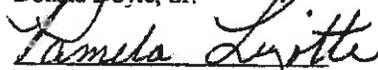
Earlier this year we expected that a new facility was going to solve these issues, but clearly that did not happen.

We trust that none of you would personally find these conditions acceptable and with winter approaching we are requesting, and would greatly appreciate, immediate attention to these issues.

We also ask that once this letter has been distributed and scheduled for discussion or action, that we be notified of the dates, times and places of the workshops/meetings.

Respectfully submitted by City Link Drivers,


Donald Doyle, Sr.


Pamela Lizotte


Michael Blackburn


Stacie Sargeant


Daniel Blouin

pc: Sandy Buchanan, General Manager WMTS
Harold Allen, Transportation Supervisor WMT

Public Notification

The Lewiston-Auburn Transit will use various methods to inform the public on meetings, route adjustments, route cancellation, or system shut downs. Depending on the event, different methods or a combination of outreach methods will be used.

General:

All notifications will be posted to LATC's web site, www.purplebus.org under the "Notify Me" section. Posting announcement to the web site under Notify Me will automatically send out an email or text to anyone that has signed up through the web site to receive citylink notifications. In addition, the Notify Me post will also send out a "Tweet" through Twitter and will post to LATC's Facebook page.

This is the fastest and most direct way to notify the public to any LATC/citylink information. It is important that people take the initiative to sign-up, while at the same time, outreach efforts will be made to educate people about the notification system.

Meeting Notification:

Monthly LATC meetings will be posted on www.purplebus.org. Meeting notification will be sent out through via email, Notify Me, Twitter and Facebook. The meeting agenda will be posted at the Androscoggin Valley Council of Governments offices, and complete agenda packets will be available at the City Clerk's Office at Auburn Hall and Lewiston City Hall.

Public Meeting and Hearings will follow the Monthly meeting notification format. A legal notice will be posted in the local newspaper, along with meeting notices posted on the buses and meeting information being distributed to targeted populations, ie, Auburn Housing Authority, Lewiston Housing Authority, Social Service Agencies, etc.

Service/system Notification:

To address interruptions, cancellation or shutdown in service, LATC will use its web site. By posting notices to the web site under "News and Announcements, a message is sent out immediately to everyone that has signed up to receive emails and/or texts message through "Notify Me." Messages are also sent out to those individuals that chose to receive communications via Twitter or Facebook.

AVCOG staff will be notified by WMTS for all system related issues. AVCOG staff will post the necessary notices to LATC's web site. WMTS staff has access to LATC's Twitter account and can still send out Tweets, but will need to follow-up with AVCOG to post a notice to the web site.

if the system is to shut down due to inclement weather or due to some unforeseen event, WMTS staff shall contact local radio and television stations as soon as it is known that a shutdown will occur. For midday shutdowns primarily due to weather, WMTS will contact radio and television stations no less than two (2) hours before the last bus runs.

Ways to sign up for notification:

Email – To be included on LATC's email distribution list, individuals must request in writing that they be added to LATC's email distribution. To do so, an email is to be sent to mbennett@avcog.org with the request to be added to the list. Individuals that would like to be removed from the list must submit the request in writing to be removed.

Notify Me – Notices posted to LATC’s www.purplebus.org web site will automatically be sent out to individuals that have signed up to receive notifications posted. In order to receive notifications, an individual must sign-up through LATC’s www.purplebus.org web site to receive all notices posted to the website. To sign-up for “Notify Me” follow these instructions:

1. Go to www.purplebus.org
2. Click “Notify Me” – green box on the left side of the screen
3. Enter your email address in the space provided
4. Click the “Sign In” box
5. Check the appropriate box to receive notices via email or by text message. Both methods can be checked.
6. Enter your mobile phone number if requesting messages via text (standard text messaging rates apply)
7. Click “save”
8. Scroll down through the list and select the notices you would like to receive by clicking on the method – envelope for email or mobile phone icon for text
9. A confirmation email or text message will be sent to you for confirmation. Follow the prompts to finalize your registration.

Twitter – Messages posted through LATC’s web site and Twitter account, @purplebusLA , will go out through Twitter. An individual must have a Twitter account. Messages, or “tweets,” can be received either via text message or email. By signing up to receive tweets you are a “follower.”

Create an account:

1. Go to www.twitter.com
2. At *New to Twitter* click on “Sign In”
3. Follow the prompts (enter your full name, email address, create a password, choose user name)
4. Click “Create Account”

* It is important to keep your password so you can change your settings and add or delete who you Follow.

Already have an account:

1. Go to <https://twitter.com/purplebusla>
2. Click “Follow” on the right side of the screen

To stop receiving Tweets from @purplebusla, go to <https://twitter.com/purplebusla> , scroll over the “Follow” icon. If you are already following @purplebusla the icon will turn red and say “Unfollow.” Click “unfollow” to stop receiving citylink notifications via Twitter.

Facebook – Messages posted through LATC’s web site will also be posted to LATC’s Facebook page (<https://www.facebook.com/pages/Purple-Bus-Lewiston-Auburn-Transit-Committee-LATC/373238016041626>). An individual must have a Facebook account. LATC’s Facebook page can also be accessed from the home page of www.purplebus.org , click on the “f” in the top right corner. You must create a Facebook account to receive notices from citylink. Once you have an account “friend” LATC’s Facebook page to receive posts to your Facebook account. You can set your Facebook notification setting to receive notifications via email.