

LEWISTON-AUBURN TRANSIT COMMITTEE
Minutes of March 14, 2013

Lewiston City Hall

MEMBERS PRESENT

Karen Veilleux	Auburn
Phil Nadeau	Lewiston
Lucy Bisson	Lewiston
Belinda Gerry	Auburn
Christina Berry	Lewiston

MEMBERS ABSENT

Craig Saddlemire	Lewiston
Vacant	Auburn

STAFF AND OTHERS PRESENT

Sandy Buchanan	WMTS
Russell Soule	WMTS
Harold Allen	WMTS
Marsha Bennett	AVCOG/LATC
Joan Walton	AVCOG
Myles LaBonte	AVCOG Intern/UMF
Fern Masse	Auburn

1. Declaration of Quorum/Call to Order

A quorum was declared and the meeting was called to order at 12:10 PM. New committee member Christina Berry was welcomed and introductions were made.

2. Consent Agenda

- A. February 28, 2013 Minutes
- B. AVCOG February 2013 Invoice

There were minor corrections made to the minutes and the AVCOG invoice was distributed at the meeting. The Consent Agenda items were voted on separately.

MOTION by Lucy Bisson to accept the February 28, 2013 minutes, as corrected. SECONDED Belinda Gerry. MOTION passed 5-0.

MOTION by Lucy Bisson to approve the AVCOG February 2013 invoice. SECONDED by Belinda Gerry. MOTION passed 5-0.

3. Public Comment

Myles LaBonte, a University of Maine student working with ATRC, introduced himself to the committee and explained the project he is working on. Mr. LaBonte was scheduled to attend last month's meeting but was unable to due to the weather. Mr. LaBonte will have his section of ATRC's 20-year plan, Energy Conservation, completed by May.

4. Bills and Communications

A. Budget-to-Actual February 28, 2013

Marsha Bennett presented the budget to actual noting that not much has changed since the meeting two weeks ago. Fare box continues to stay above budget and fuel is lower than budget. Snow removal is still within budget, but Ms. Bennett did not know how far into February the last plowing invoice covered. The next Lewiston invoice will include snow removal for snow that was pulled off the roof of the bus station by Lewiston Public Works. There were triangular "snow catchers" that were adhered to the roof to prevent snow from falling off, of which most have fallen off. Before we get a roofing company to re-adhere some type of snow retention application, Phil Nadeau suggested calling Platz Associates to determine if that roof is designed to handle the weight of added snow.

MOTION by Lucy Bisson to accept and place on file the Budget-to-Actual for the period ending February 28, 2013. SECONDED by Karen Veilleux. MOTION passed 5-0.

B. Ridership Reports February 2013 Fixed Route and ADA

Ridership is up again for February. The missed runs reported are primarily due to the cold weather.

The agenda was taken out of order to address the Auburn Mall Apartments.

6. Auburn Mall Apartments

LATC has been discussing continuing operating the Auburn Malls bus through the University Avenue/Auburn Mall Apartment neighborhood since May 2012. Concerns were raised by neighbors siting that the road is too narrow for a bus, it is not a through street, and the bus goes through too many times. The routing change was made to improve service to this neighborhood. The Auburn Malls bus drivers have been keeping track of ridership in this area since the May meeting and used the winter months to assess winter driving conditions.

Phil Nadeau stated that depending on how the committee voted, residents can take the matter to the city.

Resident Kathy Serpico was working and unable to attend the meeting, but sent an email on March 11, 2013. In her email she stated that she feels the number of trips, 20, is excessive, and felt 12 would be more reasonable. Also, she stated that she would like to see the drivers slow down, because they are going too fast.

Resident Fern Masse stated that the road was once a dead end street and not designed to handle through traffic from Center Street, both the volume of vehicles and the size of vehicles. Mr. Masse also stated that the intersection at Center/Broadview/Alpha is a poor design and when the bus is at the stop sign of Alpha and Center Street, the bus is blocking access to Broadview. This area does not have sidewalk. Mr. Masse is not opposed to the bus going through but would like to see fewer trips. Based on the ridership data that was presented it doesn't appear that 20 trips are needed. Referencing the data, Mr. Masse noted that most of the people riding are from the Apartments. He asked if it would be possible to look at establishing a turn-around in the Auburn Mall Apartments area.

MOTION by Lucy Bisson to continue operating the Auburn Malls bus route through the University Avenue/Auburn Mall Apartments as currently schedule, and to look into route and/or service options for this area in the future. SECONDED by Belinda Gerry. MOTION passed 5-0.

5. Review and Update

- A. LATC FY2014 Budget Presentation – (enclosed)
Enclosed in the agenda packet was the budget presentation sent to the joint City Council Budget Working Group. LATC's local request for FY2014 is \$235,373, \$175.00 less than FY2013.
- B. Tri-County Mental Health – Bartlett Street
Shawn Theriault, Tri-County Mental Health, has not been able to collect data from clients to determine how many people would ride citylink if it served Tri-County's Bartlett Street facility. This will be tabled until Tri-County is able to present data.
- C. Business to Business Trade Show
Alternate Transit Advertising has agreed to attend the Business to Business Trade Show with LATC, and will pay for half of the booth cost.

6. (Discussed above.)

7. Draft Policies

- A. Portable Oxygen Tanks
A draft policy on Portable Oxygen was distributed at the meeting. The committee reviewed and approved the policy. The policy will be presented at the next meeting for a second and final reading.

MOTION by Lucy Bisson to accept as the first reading the Portable Oxygen Policy as presented. SECONDED by Belinda Gerry. MOTION passed 5-0.

- B. Service for Special Events
LATC has been asked several times in the past month to provide service to the Colisee. This type of request for service falls under FTA's "charter service" rules. Charter regulations are in place to protect private transit operators. Marsha Bennett recommended avoiding providing any service that would fall under Charter Service rules and reporting requirements. The transit committee can make a route change that would include service to the Colisee. The committee agreed to not provide service to the Colisee for events, and to include the Colisee in the next transit study.

8. Short Range Transit Study

At the last meeting, LATC approved budgeting \$7,500 in local match to fund a Short Range Transit Study update. Marsha Bennett sent out via email prior to the meeting the scope of work from the last transit study update to get the committee thinking of any key elements that they would like to see included in the study. The study will be part of ATRC's FY14-15 Unified Planning Work Program.

9. Greyhound Bus

Marsha Bennett received a telephone call from a representative from Greyhound's Corporate Office. Greyhound is looking to get a reduction in rent and would like to sign a new lease agreement. LATC reduced Greyhounds rent in April 2011. The lease agreement expired May 2012 and Greyhound has been a tenant at will since that time. Greyhound is paying \$1,012 per month. The committee agreed to enter into a one-year lease agreement at \$1,000 per month or to stay with the current tenant at will arrangement.

MOTION by Lucy Bisson to contact Lincoln Jeffers to get fair market rent values for the downtown area, and to enter into a one-year lease at \$1,000 or allow Greyhound to remain a tenant at will at the current rate of \$1,012. SECONDED by Karen Veilleux. MOTION passed 5-0.

10. Complete Streets Policy

This was tabled to the next meeting.

11. Auburn – Bus Station

LATC is waiting to hear back from the land owner. MaineDOT wants the committee to move forward with the land appraisal.

12. Other Business

Buses – Two of the Gillig buses will be going in for engine warranty work. The warranty runs out May 2013. WMTS is experiencing several mechanical issues with citylink buses and has put Mountain Explorer buses or green WMTS buses into service. These buses are identified with “citylink” signage.

Pending

- A. Surveillance Camera – Lewiston Bus Station
- B. GPS Capabilities
- C. Changes to LATC Interlocal Agreement

Adjournment

MOTION by Lucy Bisson to adjourn at 1:45 PM. SECONDED by Belinda Gerry. MOTION passed 5-0.

**Next meeting is scheduled for Thursday, April 11, 2013
@ Auburn City Hall**