

RHODE ISLAND PUBLIC TRANSIT AUTHORITY

BOARD OF DIRECTORS

MINUTES OF Monday, October 21, 2013 MEETING

Board Members Present: Mayor Scott Avedisian, Chairperson; Stephen Durkee; Maureen Martin; Margaret Holland McDuff and Peter Ginaitt.

Absent: Michael Lewis and Jerome Williams

Also Present: Raymond Studley, CEO; Wayne Hannon, Resource Team; Todd Gleason, Outside Counsel; Marie DiToro, Recording Secretary; and other members of RIPTA's staff, Resource Team and members of the public whose names are on the sign-in sheet.

Agenda Item 1: Vote on September 23, 2013 Meeting Minutes

Mayor Avedisian calls the meeting to order. He announces that Director Lewis and Mr. Williams will not be able to attend today's meeting. Ms. Holland McDuff is running a few minutes late and will arrive shortly.

Mayor Avedisian moves on to the first agenda item, approval of the September 23, 2013 minutes. The minutes were sent ahead of time with the board packet, however there is a change and in front of the members today they will find the revised minutes. He directs them to page 8, *Mr. Studley agrees with Mr. Williams* is the one change that needed to be done. The names were reversed in the original draft.

Mr. Ginaitt makes a motion to amend page 8 of the September 23, 2013 minutes as indicated. Ms. Martin seconded the motion and it passed unanimously.

Mr. Ginaitt makes a motion to pass the amended September 23, 2013 minutes and Ms. Martin seconds the motion. The motion is passed unanimously.

Agenda Item 2: Public Comment

Mayor Avedisian welcomes Mr. Randall Rose to speak. Mr. Rose is from RIPTA Riders. He wants to express concern of fare increases and encourage the Board to work toward increased funding for RIPTA. Mr. Rose states that the marketing budget

for RIPTA is only about \$200,000 which he believes is not enough money to print new maps with all the COA changes. As he mentioned at the Strategic Planning Committee meeting this month he feels strongly that it is important to have this committee because there is a demand in this state for more buses. He realizes the General Assembly is not appropriating money for expansion right now, but the point of the Strategic Planning Committee is to move forward with the plan once the funding is available. He does not want RIPTA to abandon the Committee that was supposed to last five years. He would like to encourage the Board to continue with the strategic plan, the committee and also to look for ways to expand funding and not to increase fares especially on the R-Line.

Mr. Rose also states that RIPTA Riders would like to see the proposed version of the budget before the Board officially discusses it so RIPTA Riders can offer more helpful comments and believes that it should be publically available.

Mayor Avedisian asks if there is anyone else that would like to speak and Mr. Therrien states that there is someone on her way in, however she is running late. Mayor Avedisian asks the board members how they would like to proceed. Ms. Martin states that the meeting could continue on to the next agenda item and come back to public comment later. Mayor Avedisian and board members agree and move on to the CEO Report.

Mayor Avedisian asks Mr. Therrien if the member of the public has arrived that wished to speak and Mr. Therrien responds yes.

Ms. Rogers would like to comment on the 32 bus that goes to Warren Ave in East Providence. If she misses the bus the next one doesn't come again for another hour. There are people who live in this area that need this bus to run every twenty minutes. She thanks the Board for their time.

Mr. Collins asks to speak and although Public Comment was closed previously Mayor Avedisian allows Mr. Collins to speak on behalf of RIPTA Riders, Sierra Club and Coalition for Transportation Choices and believes filling Ms. Petra Liebenow position on the Board is critical and hopes the Governor can find someone similar from the riding community to give that perspective to the Board. The Coalition for Transportation is developing legislative strategies and will have three bills to present to RIPTA and hopes one will please the Board.

Mayor Avedisian asks if there is anyone else who would like to speak before he closes Public Comment again.

Mr. Buchanan would like to speak about the disabled and handicapped. He wishes the bus drivers would let the young people know the front seats are for the handicapped and disabled. He also mentions that many times the drivers do not pull up to the curb which to the handicapped and disabled makes it difficult to get on and off the bus safely.

He goes on to say that there are a lot of bus drivers that do a good job. Mr. Buchanan is a political and social activist for the handicapped and disabled and felt it was important to bring these things up today. He thanks the Board for their time.

Mayor Avedisian asks for any other public comment.

Ms. LaFrance would like to see bus number 30 continue on to CCRI like it used to for the past twenty years instead of stopping at the Warwick Mall. She goes on to say that adding in the transfer at Warwick Mall to CCRI lengthens her trip significantly. If that could possibly be done that would be great and thanks the Board for their time.

Mayor Avedisian closes Public Comment and moves on to the COA Update.

Agenda Item 3: CEO Report

Mayor Avedisian asks for a motion to accept the board meeting schedule for 2014 as presented. Mr. Durkee makes a motion to approve the meeting schedule for 2014. Ms. McDuff seconds the motion and it passes unanimously.

Mr. Studley would like to introduce two new employees of RIPTA. Mr. John Chadwick, Director of Inventory Control who started last Monday and Mr. Jamie Pereira, Chief Security Officer who started approximately two weeks ago. The Board welcomes both new employees.

Mr. Studley asks Mr. Laflamme to update the Board on the ATMS status. Mr. Laflamme states that since the last board meeting they have received the new announcement files for all routes. Drivers must log into the system for the announcements to run. Training on this will begin January 6, 2014. Approximately 50% of the drivers log in now with the very basic training they have received but it is not a requirement until they receive formal training in January.

Mr. Laflamme states the high performance data installs should be completed this week in Newport.

Customer Information signs have been installed at Kennedy Plaza and in the waiting area at Newport. There are still some issues with the display and Xerox is on site this week to run more tests and to verify the issues have been corrected.

Training for everyone is scheduled to begin on November 12 and go through mid December. The Website has not been a real focus as of yet; however that will be happening soon. Currently there is only internal access.

All traffic signal priority emitters have been installed.

The current status is the installation going on in Newport and the training has been scheduled.

The plan for the next four weeks is to complete all vehicle installs and continue to refine announcements and also kick off the training.

The original completion date was scheduled for November 2013 and that will not happen. Mayor Avedisian asks how close it is and Mr. Laflamme responds that he is not sure. First they must demonstrate they have met all requirements of the system and then go into 30-day reliability test that they have to meet. Could be months away, however warranty does not kick off until RIPTA gives final acceptance so it is on their dime if there are any issues.

Mr. Ginaitt comments that at the last board meeting it was stated that Newport would be completed the following week and Mr. Laflamme responds that is correct however, it was delayed.

Mr. Ginaitt continues by asking when Newport is finally installed RIPTA will be at 100% ATMS with all the buses? Mr. Laflamme states that there is one bus off the property but otherwise, yes.

Mr. Ginaitt asks if RIPTA is 100% compliant with the radios and are they all functioning and Mr. Laflamme responds yes. He confirms that RIPTA drivers have two-way communication all the time and Mr. Laflamme responds there was an issue in Newport with the old system and the new system was not up and running there yet. They made some changes and did some training and things are running smoother now. Once Newport installation is finished this week this problem should not happen again.

Mr. Ginaitt is concerned because it is not safe for our drivers to be using their cell phones so it is crucial that the radios are up and running correctly. Mr. Ginaitt asked if RIPTA has abandoned the old system and Mr. Laflamme responds that the only thing they did was stop the payment of the maintenance of it. Mr. Ginaitt states he would not abandon the live signal of the old system and feels it is very important to maintain for FCC compliance and all that needs to be done is have a repeater that sends out a signal. RIPTA does not have to talk over it, but for redundancy purposes without it there is too much faith on that 800MH system that he feels is taxed and overburdened at this point and until communications etiquette has taken over RIPTA needs to look at this. Before there is any abandonment, he asks Mr. Laflamme to speak with Mr. Studley and make sure this system stays at least FCC compliant for a while and offers to speak with them offline on this more.

With no further questions on the ATMS update, Mayor Avedisian moves on to the ARRA update and welcomes Ms. Neira to speak. Mayor Avedisian states that the Board has a

power point presentation on how the ARRA money was spent and expects a different version of this report for Board approval to send to Legislation.

Ms. Neira begins stating that as of September 30, 2013 they were required to complete all purchases under the ARRA program which they did. The grant is officially closed. They are here today to provide an overview of what was spent and how it was spent in this program.

Ms. Lillian Shuey Picchione, Director of Federal Programs, states that the overall goal of the program when it was passed was the preservation of jobs, promotion of economic recovery, investment in transportation and environmental protection and investment in infrastructure with long -term economic benefits. At that time, funds were apportioned in the same manner as standard federal funds: sent to Providence, Rhode Island Urbanized Area and split with two other agencies across the border and RIDOT. In the end, RIPTA received \$34.2 million dollars, which includes a small competitive grant RIPTA competed for and won. There was no local match so it was an opportunity for 100% federal funds for capital projects. There were, however a number of restrictions: 10% maximum allowance for operating assistance; not allowed to substitute funds already committed to.

In terms of the time line, the original completion date was September 2015 and about a year ago received executive order to have completed by September 2013.

In addition to complying with goals of the statute, RIPTA had its own goals: Creating jobs, reducing operating costs, reduce environmental impact and save energy, address projects that it was otherwise was unable to complete. The Congressional Delegation weighed in to create local jobs. None of the regulations were waived so still had the buy America compliance issues, can't have local preference in jobs, however we tried to push projects toward construction on facilities, which would have a better chance of employing people locally.

RIPTA always needs buses , and seeing how we could not replace those funds we upgraded them to hybrid propulsion systems. We also fast tracked the purchase of 21 hybrid buses originally planned for purchase in 2012, saved tax payers \$2.6 million in bond match.

Another project was Engine Retrofits. We retrofitted 24 2004 Orions, replacing their engines with Cummins powertrains. RIPTA also purchased equipment for 705 Elmwood Ave which was originally removed for cost-cutting purposes.

Ms. Picchione moves on to discuss job hours. There were rules to follow regarding reporting of hours. If we purchased something off the shelf do not have to report job hours, if it was architectural engineering or construction there are standard ways of reporting that.

Another project was Kennedy Plaza where Ms. Pettine worked with the Downtown Improvement District, providing Information Kiosks, solar trash cans that compact automatically, new benches, and removing bike lockers that were closed since September 11. This was replaced with an additional passenger waiting pavilion.

The single largest creator of local jobs is facility repairs. RIPTA replaced the Transportation building roof and that was packaged with the Solar Project and completed this past summer. Roof replacements at the Ride and Newport Facility were done along with overhead garage doors a number of things intended to save energy.

The purchase of support vehicles and subsequently the development of the non-revenue vehicle replacement plan occurred. RIPTA also replaced the Newport Facility bus wash and rehabilitated the Providence facility bus wash.

RIPTA purchased general maintenance support equipment. These are easier and quicker jobs to do to get the money out in the economy. The blue picture in the attached presentation is the diesel particulate filter baker. Filters are mandatory for compliance of our newest buses with emissions laws. Using this unit RIPTA is able to save time and money by cleaning filters in house.

Ms. Picchione explains that ARRA funds gave RIPTA an opportunity to put funds toward the Rapid Bus Corridor. This project has a visible impact to the public. The Board has had several presentations on the project prior to today.

Project administration is the assistance with ARRA reporting and compliance. This is one area where we came in over budget; the State wanted that money so RIPTA discontinued use of a temporary staff person and completed the reporting in house..

Wickford Junction funds were transferred to RIDOT for use on the commuter rail.

The last project is the competitively funded TIGGER program, which was won to install lights in facilities. The original project, managed by Procurement, came in under budget so were able to install lights in all facilities and use some money towards the engineering and design of the solar panel project.

The light replacement standardized the lights and added benefit of not having as much inventory. Mr. Ginaitt would like a comparison of savings at some point of these energy efficient lighting.

Mr. Durkee has a similar question on the hybrids too, how much fuel is RIPTA saving? Ms. Picchione states that she has looked at this information, and that there are several contributing factors affecting the savings. She will put the information into context and generate a report.

Mr. Ginaitt asks how much the filter baker was and what the life expectancy of the DPF regenerators and pulse cleaners. Ms. Picchione states the cost of the filter baker was \$65,000 plus \$10,000 for installation. She will have to get clarification on the second question. Mr. Ginaitt feels it is important to know long term implications of instituting these new capital investments because they can be expensive to replace. Ms. Picchione agreed, and let the Board know that FTA is now working on Transit Asset Management guidelines here and across the nation to really get a better sense of the state of facility improvements.

Mayor Avedisian states that they sent out the update to the Governor and General Assembly and have received good feedback in regards that we have been the only agency to send that kind of an update and this ARRA report will be the next update to send. Mr. Ginaitt states that \$2.6 million saved to tax payers just by the bond match is huge and good job.

With no further comments on the ARRA update, Mayor Avedisian asks Mr. Therrien if the other speaker has arrived to speak during Public Comment. Mr. Therrien states that yes, Ms. Rogers has arrived. Mayor Avedisian welcomes her to speak and the meeting goes back to Public Comment.

Once Public Comment was closed again, Mayor Avedisian moves on to the COA Update.

Mr. Therrien states at the last Board meeting he and Ms. Pettine discussed the changes to 26 routes. The comments have calmed down since the last meeting, however there is some that have come in and there will be additional changes to some of those routes. Route 32 Warren Ave will not change, however route 34 will go from Taunton Ave to Warren Ave. RIPTA felt it created a hole and listened to the public and making the change.

The Price Rite on Atwell, Eagles Square, is still the number one complaint. Public comment on this is split where people want it to stop at Eagles Square and others want the frequency to increase. Due to the ridership levels in this area RIPTA feels strongly the frequency increase is needed. RIPTA has been receiving legislative calls regarding the changes and the bus stops being moved. The calls are good and they want to meet with RIPTA.

Two weeks ago there was a public meeting in Woonsocket, the Mayor of Woonsocket, Ray, seven RIPTA employees, and 71 members of the community were in attendance to discuss service. There was a presentation and tables set up to receive feedback from the public and this was very helpful. January, the COA will implement changes in Woonsocket.

Mr. Studley begins that Mr. Williams question was in regards to passenger revenue. He states that ridership is up due to the Try Transit program that RIPTA and DOT are

partnered in. Due to the increased number of passengers on the express route in Westerly, DOT has offered to pay for an additional route there.

The ridership being up does not automatically equate to passenger revenue being up depending on the status of those passengers. Mr. Studley also mentions that a lot of the programs bill quarterly so there may be a lag in numbers on the month to month.

Mr. Hannon adds that once he saw the report he and Ms. DiLauro had a discussion about showing different ways to project that revenue more in line with the schedule of which RIPTA receives those revenues. He states that they will work on getting a better way to forecast basing it on history and more consistent with the actual collection.

Mayor Avedisian would like to add that he received a phone call from the Turnpike and Bridge Authority should they choose to make the Sakonnet River Bridge Tolls permanent they would like to fund a bus for RIPTA to move people from Tiverton over and this may resolve the current Tiverton issue RIPTA has, so this is something that will need to be discussed.

With no further questions on the CEO Update, Mayor Avedisian moves on to Agenda Item 6, the COA Change Order.

Agenda Item 4: Rosa Parks Human Rights Day

Mayor Avedisian welcomes Mary Kay Harris to speak on this agenda item. Ms. Harris would like the Board to take notice of the displays created by the Rosa Parks Human Rights Committee in regards to her contribution to transportation in this country. She would like to provide a history to the Board. The committee was established in 2006 and did address the Board of RIPTA at that time. In 2007, the committee addressed the Board again and successfully made the case for honoring the civil rights icon by providing free transportation on December 1, 2007 in recognition of the historical act of 1955. They are here again today, six years later, to ask RIPTA once again to provide free transportation to the community it serves honoring Rosa Parks 100th birthday. As was mentioned in the letter found in the Board packet RIPTA and the Rosa Parks Human Rights Committee have a great relationship. This year is special and should be viewed as such. This year, December 1st falls on a Sunday which is the cheapest budget day to run the buses. Please remember over the past six years this agency has not come back to ask for free transportation. There is also assurance that this agency will only make this request on major anniversaries.

Mr. Ginaitt comments about the Resolution that is in front of them. It calls for free transportation every December 1st in her honor; however that is a different message than the one they have heard today. He and Representative Diaz go back a long way and Mayor Avedisian suggest Mr. Ginaitt speak with Representative Diaz on this.

Mr. Ginaitt and Mr. Durkee would like to know the financial impact of free ridership on a Sunday or any given day. The cash RIPTA would receive on a Sunday is approximately \$15,000 and approximately \$40,000 on a regular day.

Ms. Martin adds that it is appropriate of RIPTA to be involved with Rosa Parks. The budget issue would be an entirely different conversation however she would encourage RIPTA Board and staff to come up with other ways to be involved and generate interest with the public.

Mr. Ginaitt believes that with every action there is a reaction and RIPTA needs to make sure that a decision does not alter or short change RIPTA's daily care and service.

Mayor Avedisian adds that RIPTA tries to not take any action that further increases its deficit and thinks it would be a great idea if Mr. Ginaitt speaks with Representative Diaz and the Board tables this request till next month's board meeting.

Mr. Hannon suggests that as an option is to speak to the General Assembly about a legislative grant in this case it would be on behalf of Rosa Parks Human Rights Committee for RIPTA to fund that free service for the day.

Mayor Avedisian states that this will be tabled until next month's board meeting. He asks Mr. Therrien and Mr. Durkee to provide the Strategic Planning Committee Update.

Agenda Item 5: Strategic Planning Committee Update

Mr. Therrien states that most of the meeting was spent on reviewing the Strategic Planning goals. The consensus at the end of the meeting was that most of the goals have either been met or are underway, the R-Line being one example. The suggestion of putting the committee on hiatus until its need again was agreed upon.

Mr. Durkee would like to replace the word "hiatus" with the committee will meet on an as needed or at hoc basis. He thinks the agency needs to have a Strategic Planning committee in place and functioning but recognizes that the need to meet regularly is no longer there. Mr. Durkee suggested that he would continue to meet regularly with a smaller group of people to continue to look forward.

Mr. Ginaitt asks what the original purpose was and perceived length of the Strategic Planning Committee was supposed to be and Mayor Avedisian responded that it was always perceived as a long term committee put in place to ensure that the Strategic Plan was followed, implemented and changed as necessary for the success of RIPTA and its riders.

Mr. Ginaitt thinks it is great that there was follow up on this plan and it sounds like it should be a permanent committee that will continue to the next strategy RIPTA decides to put in place with the ability to be called to meet as needed.

With no further questions on the Strategic Planning Committee update, Mayor Avedisian at this time would like to go back to the CEO Report for there was a question that Mr. Williams had wanted to ask even though he was not available to attend today's meeting.

Agenda Item 6: RFP: 12-02 Comprehensive Operational Analysis Change Order

Mr. Therrien is asking for the Board approval on the extension of contract with Nelson Nygaard. One major thing RIPTA would like is a score card of how RIPTA is doing with the COA. They are so busy implementing what originally was planned for a two year completion within one year and do not have the staff to get this score card done. The second major piece is Kennedy Plaza. RIPTA would like someone else to come in and complete a critical analysis. The third part included with Kennedy Plaza is the passenger amenities and the need to look at the spacing, signage and help develop plans to move forward.

Mayor Avedisian thinks that any member of the board does not have difficulty understanding what the city wants to do; he thinks the bigger concern is that they do not want passengers displaced or inconvenienced by these changes. Having someone come in and assess what our passengers currently have and what kind of level of service they will have with the changes to ensure that it is as close to the current level as possible. He thinks it would be good to have another set of eyes look at the whole project.

Mr. Ginaitt contributes with Mr. Pereira on staff as Chief Security Officer, that what concerns him a lot in Kennedy Plaza is safety. It is great to be closer to the federal courthouse, to other buildings, great to move the curbs, however the more things get concentrated it becomes a target and he thinks an emphasis needs to be placed on this and make sure that the safety within Kennedy Plaza is the best it can be.

Mr. Studley responds that he has spoken with Mr. Pereira and EMA and the partnership is working together to look at the architectural design from a security and safety standpoint for just that reason. Although it is not deemed a critical infrastructure the amount of pedestrian traffic in that plaza everyday it should be. Mr. Ginaitt agrees that it is a critical area.

Mr. Durkee would like to ask that the assessment is done as quickly as possible. Mr. Therrien responds due to the fact this is an existing contract they should be able to move very quickly.

Ms. Holland McDuff makes a motion to accept the change order as presented today. Mr. Ginaitt seconds the motion and it passes unanimously.

Mayor Avedisian would like to make sure that the Board Members did receive in their board packets a copy of the management letter from the auditors. Board members respond yes they all received a copy.

Agenda Item 7: Executive Session to consider, discuss and act upon such matters as may be closed to the public pursuant to R.I. Gen. Laws § 42-46-5(a)(2) [work sessions pertaining to collective bargaining or litigation] and R.I. Gen. Laws § 42-46-5(a)(4) [investigative proceedings regarding allegations of misconduct, either civil or criminal], as may be appropriate.

Mayor Avedisian asked for a motion to convene to Executive Session to consider, discuss and act upon such matters as may be closed to the public pursuant to R.I. Gen. Laws § 42-46-5(a)(2) [work sessions pertaining to collective bargaining or litigation] and R.I. Gen. Laws § 42-46-5(a)(4) [investigative proceedings regarding allegations of misconduct, either civil or criminal], as may be appropriate.

Mr. Ginaitt read the law to go to Executive Session and made the motion. A roll call vote was taken. The motion to convene into executive session passed unanimously.

Agenda Item 8: Adjournment

Following the Board's return to open session Ms. Martin made a motion to seal the minutes of the executive Session. Mr. Durkee seconded the motion, and it passed unanimously.

Mayor Avedisian states that there is one item to report back to open session and that was in Executive Session a motion was made to ratify the negotiated contract with the Amalgamated Transit Union #618 that was the only decision that was made in Executive Session.

Mayor Avedisian asks for a motion to adjourn the meeting. Mr. Durkee makes a motion to adjourn and Mr. Ginaitt seconds. The motion was unanimously approved and the meeting was adjourned.

Respectfully submitted,

Marie DiToro
Recording Secretary