



**DRAFT**  
**ADA Transportation Advisory Committee**  
 2 pm Wednesday, January 11, 2012  
 CCRPA Offices, 225 N Main St., Bristol, CT

Board Members: Please e-mail/call if you will be late or absent  
 Special Needs: We do not discriminate on the basis of disability.  
 Please call in advance if you need auxiliary aids.

- I. The meeting was called to order at approximately 2:20 pm. It was determined there was a quorum (51% of Committee Membership); the following were in attendance except as otherwise noted:

	Representative	Representative	Representative
Berlin	~	~	~
Bristol	Gary Allen	Art Helfgott	Rob Newton, Chair
Burlington	~	~	~
New Britain	Mike Karwan	~	~
Plainville	Shawn Cohen, Vice Chair	Rob Palaski	
Plymouth	~	~	~
Southington	~	~	~
Ex officio	John Pompei		

II. Action Items

A. Election of officers

Motion: Art Helfgott moved to nominate Shawn Cohen as Vice Chair and Rob Newton as Chair for the next two years through 2014; seconded by Mike Karwan; passed.

B. Approve the February 20, 2011 meeting minutes

Motion: Shawn Cohen moved to approve the February 20, 2011 meeting minutes as presented; seconded by Art Helfgott; passed.

C. Approve the September 16, 2011 meeting minutes

Motion: Art Helfgott moved to approve the September 16, 2011 meeting minutes as presented; seconded by Gary Allen; passed with Shawn Cohen and Mike Karwan abstaining.

III. Information

A. Fare increase

Effective January 1, 2012, the paratransit fare increased to \$2.60 for a one way trip and \$23.40 for 10 trip paratransit ticket book. Flyers were distributed to clients informing them of this.

B. Service during inclement weather

A flyer was distributed to clients regarding the paratransit service in times of inclement weather. Specifically, clients were informed that if regular bus service is delayed, cancelled, or ends early, the same will apply to the paratransit service. Announcements will be made from the Governor. Clients were also informed it is their responsibility to contact Dattco to cancel a trip if the facility

they are traveling to is closed. Dattco was also provided with contact information for the facilities to verify closures, delays, and early closings.

C. Door to Door Service vs. Curb to Curb

It was clarified that CCRPA's policy states that the paratransit service is curb to curb with door to door available if it is necessary for the client to complete the trip. However, door to door service will not be provided if a wheelchair ramp is not up to code, if there is not a clear, safe path of travel from the door to the vehicle, if the vehicle operator would lose sight of the vehicle, or if the vehicle operator would have to maneuver a wheelchair down more than one step or one curb. All requests for door to door service are evaluated on a case by case basis. At no point are drivers allowed to enter a home, facility, or any other structure.

D. Contract

The contract with Dattco expires June 30, 2012. CCRPA may either extend the contract or go out to RFP. CCRPA is in the early phases of examining the service to determine which option to pursue.

E. Other business

- a. Same day trip modifications: Changes to trips are not allowed the day of the trip. Therefore clients are not able to call for a pickup when they are ready; the entire trip must be scheduled at least the day before.
- b. ADA software: It was mentioned that a grant application has been submitted to purchase routing and scheduling software to be used by the municipal dial a ride programs. It was questioned if the purchase of similar software for the paratransit service could be pursued—the software may allow advanced notification of the arrival of the bus and may provide better service to clients. It was suggested that such communication could also be improved by a cell phone distribution program.
- c. Bus Service in Southington: Bus service in Southington was discussed. This topic will be discussed during the next meeting after further investigation.
- d. Application: It was requested that the application materials are distributed at the next meeting.

IV. Adjournment was declared at approximately 3:15 pm.

Respectfully submitted – Abigail St. Peter, Assistant Planner