



To: Municipal Clerks (Please Post)
ADA Transportation Special Advisory Committee
 2 PM Monday, February 24, 2014
 Central Connecticut Regional Planning Agency, 225 North Main Street, Suite 304,
 Bristol, CT

Committee 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. Call to order, determination of quorum (51% of Committee Membership). The meeting was called to order at approximately 2:10 PM by Chair Robley Newton with the following in attendance except as otherwise noted:

	Representative	Representative	Representative
Berlin	~	~	~
Bristol	Paul Duquette	Robley Newton, Chair	~
Burlington	~	~	~
New Britain	Mike Karwan	~	~
Plainville	Rob Palaski	Shawn Cohen, Vice Chair	
Plymouth	~	~	~
Southington	~	~	~
Ex officio	Robert E. Lee		

Also in attendance were Greg Martin and Abby St. Peter

- II. Comments from the public.
 There were no comments from the public.
- III. Action Items
- A. Approve the October 21, 2013 meeting minutes
 Motion: Shawn Cohen moved to approve the October 21, 2013 meeting minutes as presented; seconded by Paul Duquette; passed unanimously.
- B. Election of Officers
 Shawn Cohen was nominated Chair and Rob Palaski was nominated Vice Chair.
 Motion: Mike Karwan moved to approve the nominations; seconded by Paul Duquette; passed unanimously. Committee approved CCRPA to fulfill secretarial duties.
- IV. Information and other matters

- A. **CCRPA structural changes**
 The Connecticut Office of Office and Policy Management recommended CCRPA consolidate with the Capitol Region Council of Governments. Currently four member municipalities are pursuing consolidation with CRRCOG while the remaining three are pursuing consolidation with neighboring regional planning organizations. Based on the statutes, CCRPA will cease to exist December 31, 2014. CCRPA has been informed by the Connecticut Department of Transportation that the Department of Transportation will assume responsibility for the paratransit service in the region. CCRPA will keep the committee informed as to any changes.
- B. **Selection of a paratransit contractor effective July 1, 2014**
 The current contract for the provision of paratransit service terminates June 30, 2014. CCRPA completed a competitive bid process and the Agency Board awarded a contract for the provision of paratransit service to First Transit. Once a contract is executed, CCRPA will begin working with First Transit to assure a seamless transition.

C. **Paratransit quarterly operating statistics**

Month	Applications Received	Recertifications	Trips Provided
October	18	3	5,874
November	22	3	5,068
December	14	1	5,000
Total	54	6	15,942

- D. **Bus fare increase**
 Effective January 19, 2014, the Connecticut Department of Transportation increased the paratransit from \$2.60 to \$3.00 for a one way trip and from \$23.40 to \$24.00 for a ten-trip paratransit ticket book.
- E. **Statewide paratransit service application**
 The Connecticut Department of Transportation is in the process of creating a statewide paratransit application that will be used by all service providers in Connecticut. CCRPA will provide the Committee with a copy of the application once it is released.
- F. **Other business**
 It was recommended that CCRPA create a flyer about the paratransit service and distribute it to discharge planners and other medical facilities to inform them

about the paratransit service. It was also suggested CCRPA publish a press release in the local paper. CCRPA will examine current outreach efforts by other transportation service providers and mobility managers and inform the Committee of future action to be taken.

V. Adjournment was declared at approximately 3:15 PM.

Respectfully submitted: Abigail St. Peter, Associate Planner.