



## ***Transit Committee Meeting***

**July 10th, 2024**

**2:00 PM – 3:30 PM**

**Zoom Meeting**

### **Agenda**

**1) Call to Order**

**2) Public Comment**

Members of the public in attendance of today's meeting have an opportunity to provide public comment on today's agenda items.

**3) Approval of April 17th, 2024 Transit Committee Meeting Minutes (Attachment A)**

**4) Ridership Report**

Laurie Linscott will provide a brief overview of the ridership report.

***Proposed Action: For discussion only***

**5) Financial Update**

Community Connector will update the committee on final FY25 and FY24 Quarter 3 financials.

***Proposed Action: For discussion only***

**6) Transit Committee Rider Representative Appointment**

Jack McKay's two year term as Rider Representative is up. A call was made for individuals interested in holding the position for the next two year term. Review the list of volunteers interested in the position and make an appointment.

***Proposed Action: Appoint a Transit Committee Rider Representative (Term: July 2024-July 2026)***

**7) Transit Committee Chair & Vice Chair Elections**

The committee terms for Karen Fussell (Chair) and Linda Johns (Vice Chair) are up. The group will review the results of the poll which sought eligible partners willing to take the positions for the next two year term.

***Proposed Action: Nominate and Elect a Chair and Vice Chair of the Transit Committee (Term: July 2024-July 2026)***

**8) Project and Service Updates**

Community Connector/City of Bangor will provide a brief overview of any service updates as well as project updates for transit technology, bus stop designation, and the cold bus barn.

***Proposed Action: For discussion only***

**9) Rural, Intercity, and Commuter Transit Provider Updates**

Any transit provider in attendance will provide an update on services, initiatives, and/or projects.

***Proposed Action: For discussion only***

## **10) Municipal Partner Updates**

Members will provide updates on any initiatives or projects in the region which may affect transit.

*Proposed Action: For discussion only*

## **11) MaineDOT Update**

MaineDOT staff will provide an update on any MaineDOT projects, policies, or plans.

*Proposed Action: For discussion only*

## **12) Other Business**

Discussion of other items not on today's agenda.

## **13) Upcoming Meeting**

October 9th, 2024 at 2pm.

## **14) Adjournment**



**Attachment A**  
**April 17th, 2024**  
**2:30 PM - Zoom Meeting**  
**Minutes**

Committee Members	Affiliation
Karen Fussell Linda Johns	Brewer
Laurie Linscott Sherri Clark	Community Connector
EJ Roach	Old Town
Courtney O'Donnell	Bangor
John Theriault	
David Little	
Aimee Huotari	
William Biberstein	University of Maine
<b>MaineDOT</b>	
Ryan Neale	
<b>BACTS</b>	
Sara Devlin, Madeline Jensen	
<b>Other Attendees</b>	
Steve Santiago (Transportation for All)	

**1) Call to Order**

Meeting was called to order by Karen Fussell at 2:32pm.

**2) Public Comment**

There were no public comments.

**3) Approval of December 13th, 2023 Transit Committee Meeting Minutes**

Karen Fussell asked if there were any comments or corrections to be made to the minutes. No changes were suggested. December 13th, 2023 minutes were accepted as written.

**4) Ridership Report - Laurie Linscott**

Laurie Linscott provided an update on our most recent ridership figures. Riders are trending positively.

**5) 2025 Community Connector Budget Update (Sent separately)**

Courtney O'Donnell and Laurie Linscott gave an overview of the 2025 budget figures and answered questions. The budget shows increases primarily driven by staff wages and local match for Community Connector grants. The City of Bangor has also submitted a program request for a dispatcher position to fill scheduling gaps. If/when this position is approved by the Bangor City Council, the partners will be given an updated figure.

**6) FY24 Q2 Financial Report (Sent separately)**

Courtney O'Donnell and Laurie Linscott gave a Q2 budget update and answered questions. Expenses for the first half of the year have come in slightly under budget. Additionally, fare revenue has been performing well.

#### **7) Transit Committee Elections**

Maddie Jensen reminded the committee that the term for Chair(Karen Fussell), Vice-Chair(Linda Johns), and the Rider Representative(Jack McKay) will be up this summer. Maddie will be sending out information calling for individuals who are interested in being appointed Rider Representative. For the Chair and Vice-Chair position, the committee discussed concern about whether there was enough interest to fill those positions. It was the committee's preference to maintain the current structure should there be anyone willing to step forward to fill the positions. In the event that there are no willing staff, the committee agreed that Maddie may step in to facilitate meetings until there is more interest in the future. Maddie will send the committee a poll to determine interest and report back with results.

#### **8) MDOT Grant Letter of Support**

MaineDOT is submitting a grant application to fund Low-No Emission buses for transit providers throughout the state. To support the applications, towns served by Community Connector are being asked to submit a Letter of Support.

#### **9) Penobscot Climate Action Transit Recommendations**

Maddie Jensen gave an overview of the Penobscot Climate Action Toolkits #3 and #4 which are relevant to the Transit Committee's mission. The Committee discussed how they might be involved in or support the implementation of those toolkits. It was determined that work to support the toolkits will likely fit under existing efforts, including upcoming studies funded through the BACTS' UPWP.

#### **10) Service Updates**

Laurie Linscott updated the committee on progress for the Bus Stop Designation and Transit Technology projects. Both are moving forward, though there have been some in-field issues that created delays for bus stop sign placement. The projects should be operational soon. Riders and the public will be notified once the system is live and will have a 6 month transition period before the flag stop system is removed.

#### **11) Transit Center Update**

No updates at this time.

#### **12) Rural, Intercity, and Commuter Transit Provider Updates**

No updates at this time.

#### **13) Municipal Partner Updates**

No updates at this time.

#### **14) MaineDOT Update**

No updates at this time.

#### **15) Other Business**

No other business at this time.

#### **16) Upcoming Meeting**

October 9th, 2024

#### **17) Adjournment**

Karen Fussell adjourned the meeting at 4:03pm.