

Mass Transit and Highway Advisory Commission

Agenda

October 23, 2018, 6:30 pm

Sprenkel Room, Town Hall

Present: Sue Larsen, Bob Dickinson, Kathy Hale, and Karen Wagner

Kathy Hale lead the Pledge of Allegiance

The minutes were approved unanimously

The agenda was approved with the addition of a discussion of Bruce's list of businesses and the correction that the minutes were from September, not July

Karen welcomed new member, Sue Larsen.

**Old business**

*Bus programs:* The Commission reviewed the September bus education program that was presented at the senior center. Sue and Karen were there. They both agreed it went well with lots of questions, two people in wheelchairs who were willing to ride the bus, and several people with little or no experience riding a bus. Karen sent a press release with pictures to the Courant.

*Other actions:* Kathy got the addresses of all Chamber businesses that she felt were large enough to be interested in an in-house video. She made labels and provided a copy of the letter the Commission approved at the last meeting. She suggested getting the town to provide letterhead and postage to mail the letters. The Commission agreed. Karen will take the materials to town hall.

*Videos at businesses:* Cathy Gross from CTTransit said there is a quick video on YouTube about the CTGo cards that would be one way to promote interest. Karen will ask Bruce to follow up to see if his business contacts would be willing to use YouTube.

*Sustainable Communities:* Everyone saw the draft report giving the town 20 points for public transit initiatives. The final report has not been released yet. There was a discussion of other projects to earn new points. Kathy suggested trying to get an intern again and putting a regular reminder in the senior newsletter. Karen will ask Andrea. Sue suggested doing a program or other promotion at the teen center. She will research that.

*Grants:* Karen summarized the similarities and differences between South Windsor and the points raised in the Enfield Grant study. Members felt it was a good blueprint to work with. Karen will ask Josh to do more research.

*Website:* There is nothing new on the website.

*Trolley:* Karen has not been able to talk to Matt about this project.

*Other old business:* Bruce's business list: Sue suggested asking IT to use GIS to create a map of this list.

### **New Business**

*Roberts Rules:* Lori Trahan sent all commissions the rules for conducting meetings. Among them was a requirement for 51% of members for a quorum. Karen called and explained that we had changed our quorum rules and she said we followed proper procedure and that was fine.

*Meeting dates 2019: Commission members approved the dates for 2019 meetings. They are:*

January 22

February 26

March 26

April 23

May 28

June 25

July 23

There is no meeting scheduled in August

September 24

October 22

December 4

There is no meeting scheduled in November.

*Other New business:* None.

The meeting was adjourned at 7:10 p.m.

Next meeting – Nov. 27.