

**RIPTA BOARD OF DIRECTORS MEETING**

**Monday, June 26, 2017**

**1:30 p.m.**

**Transportation Conference Room**

**269 Melrose Street, Providence**

**AGENDA**

1. Board Approval: To Consider for Approval the Draft Regular Session Meeting Minutes of April 17, 2017 and the Draft Executive Session Minutes of April 17, 2017.
2. Public Comment: Limited to 3 minutes per person (sign-up sheet will be provided).
3. CEO Report: Discussion/Update:
  - VetPass Update
  - Human Services Study Public Meetings
4. Chairman's Comments: Discussion
5. Board Discussion / Potential Vote(s): Consideration of Approval for Legal/Risk Dept.'s Request: Commercial General Liability Insurance Policy
6. Board Discussion / Potential Vote(s): Capital Budget Presentation/Update on Legislation impacting RIPTA budget.
7. Board Discussion / Potential Vote(s): Bus Wrapping
8. Board Update / Discussion: Providence Intermodal Transportation Center by Julie Oakley of RIDOT
9. Board Update / Discussion: Green Fleet Transition Plan
10. Board Update / Discussion / Potential Vote: Service Update
11. Board Discussion / Potential Vote(s): Newport Transportation and Visitors Center Update; RFP 16-26 Phase II Architectural & Engineering Services – Additional Funds
12. Board Discussion / Potential Vote(s): IFB 17-07 Newport Gateway Center Renovations – Additional Funds

RHODE ISLAND PUBLIC TRANSIT AUTHORITY  
BOARD OF DIRECTORS  
MINUTES of Monday June 26, 2017

**Board Members**

**Present:** Wayne Kezirian Board Chair; Karen A. Santilli, Board Treasurer; Maureen Martin, Board Secretary; Joshua Brumberger; Mark Susa; and Princess Sirleaf Bomba

**Absent:** Stephanie Ogidan Preston, Board Vice Chair; and Director Peter Alviti

**Also Present:** Raymond Studley, CEO; Attorney Benjamin Salzillo, In-House Counsel; Attorney Christian Capizzo, Board Counsel; Elizabeth Silvestre, Confidential Executive Assistant; Other members of RIPTA's staff; and members of the public.

**Agenda Item 1: Approval of the April 17, 2017 Board Minutes**

Mr. Brumberger makes a motion to approve the minutes of the April 17, 2017 Board meeting. Ms. Bomba seconds and it passes unanimously.

**Agenda Item 2: Public Comment**

1. Don Rhodes: Discusses implementation of no fare for elderly and disabled.
2. Thomas Cute: Discusses new Kennedy Plaza configurations and operator restroom concerns.
3. Randall Rose: Discusses funding from the state and fare cost concerns.
4. Sarah Balmforth: Discusses a request for bus stop in West Greenwich.

**Agenda Item 3: CEO's Report**

Mr. Studley discusses the VetPass program and a \$60,000 grant awarded to RIPTA. Part of this grant was used to allow veterans to ride free of charge. As of Memorial Day through last week, about 7,000 rides have been taken using the VetPass program. Ms. Pettine, Executive Director of Planning for RIPTA, Ms. Santilli, and Mr. Studley discuss qualifications for the VetPass program and advise that discharge status is not considered for qualification.

Mr. Studley discusses the Human Services Transportation Plan and coordination with other human service partners. Mr. Studley advises scheduled public meetings will take place in the coming weeks to obtain public feedback through listening sessions and allow the public and advocates to speak with RIPTA staff. Mr. Studley and Mr. Brumberger discuss the two-year funding from the state for free elderly and disabled bus passes.

**Agenda Item 4: Chairman's Discussion**

Mr. Kezirian defers this agenda item.

**Agenda Item 5:      Consideration of Approval for Legal/Risk Dept.'s Request: Commercial General Liability Insurance Policy**

Mr. Salzillo presents a request to obtain a Comprehensive General Liability policy with \$1,000,000 per occurrence and \$2,000,000 aggregate. Mr. Salzillo recommends the board approve the request to enter into a contract with CGL.

Ms. Santilli makes a motion to approve the request. Ms. Martin seconds and the motion passes unanimously.

**Agenda Item 6:      Capital Budget Presentation/Update on Legislation impacting RIPTA budget.**

Mr. Durand, Senior Financial Analyst of RIPTA, presents the Capital Budget for the coming fiscal year 2018 and the Capital Improvement Plan for fiscal years 2019-2023 for approval. Mr. Brumberger, Mr. Durand, and Mr. Studley discuss standards of capital fund distribution between RIPTA and other comparable agencies. Ms. Bomba, Ms. DiLauro, and Mr. Durand discuss federal guidelines and restrictions in Capital fund distribution. Mr. Kezirian, Mr. Durand, and Mr. Studley discuss listed purchases and potential funding changes in the next several years. Ms. DiLauro presents details in funding changes recently addressed in the state's budget document and how they may impact RIPTA. Mr. Kezirian, Ms. DiLauro, and Mr. Studley discuss the implementation of the no fare bus passes on July 1.

Ms. Santilli makes a motion to approve the request. Ms. Bomba seconds and the motion passes unanimously.

**Agenda Item 7:      Bus Wrapping**

Mr. Studley and Mr. Kezirian discuss policy set by the prior Board of Directors' decision not to incorporate full bus wrapping and potential pending proposals for these ads. Mr. Pereira, Chief Security Officer of RIPTA, presents bus wrapping safety concerns and provides information regarding revenue split between RIPTA and Direct Media for the incorporation of these advertisements. Mr. Pereira explains the pros and cons of bus wrapping, material used, positioning of the advertisement on the bus, and advises to avoid full wrapping of buses due to safety concerns. Ms. Martin, Mr. Pereira, and Mr. Studley discuss safety concerns and previous research on this topic.

**Agenda Item 8:      Providence Intermodal Transportation Center by Julie Oakley of RIDOT**

Ms. Oakley, of RIDOT, presents background information for the Providence Intermodal Transportation Center. Ms. Oakley discusses the history of the space, current use, progress for the project so far, and planning options moving forward. Mr. Brumberger and Ms. Oakley discuss the overall vision of the plan and the visual examples provided in the presentation. Mr. Kezirian and Ms. Oakley discuss project leadership and objections. Ms. Pettine, Ms. Oakley, and Mr. Kezirian discuss the project's progress, downtown plans, the future design of downtown service, and potential changes in operational costs. Ms. Pettine and Mr. Studley discuss the project opportunities and

priorities. Ms. Santilli and Ms. Pettine discuss the impact this project may have on changes in Kenney Plaza.

**Agenda Item 9:      Green Fleet Transition Plan**

Ms. Pettine presents an update on the seven-month Green Fleet Transition Plan study, funds listed in the capital budget for future progress, and long-term advancements in vehicle technology. Ms. Pettine discusses the pros and cons of transitioning into a zero-emission fleet, transportation goals, concerns, and further research directions discussed with a consultant. Mr. Brumberger, Ms. Pettine, and Mr. Studley discuss the expected completion of the study this fall and how that lines up with the state's timeline for VW fund allocation.

**Agenda Item 10:      Service Update**

Ms. Pettine discusses summer service changes as of June 17, 2017, seasonal service adjustments: beach bus service, ferry shuttle, PawSox shuttle, Newport Gateway Center, and route changes in Kennedy Plaza. Ms. Pettine discusses plans for the fall, analysis to changes in ridership, and necessary adjustments to frequency.

**Agenda Item 11:      Newport Transportation and Visitors Center Update; RFP 16-26 Phase II Architectural & Engineering Services – Additional Funds**

Ms. Picchione, Director of Capital Development of RIPTA, discusses RIPTA service back in the Newport Gateway Center and construction time lost due to contamination and weather. Ms. Picchione presents a request for additional construction administration services for phase two design work, additional signage, and necessary construction accommodations in relation to safety concerns.

Mr. Brumberger makes a motion to approve the request. Ms. Santilli seconds and the motion passes unanimously.

**Agenda Item 12:      IFB 17-07 Newport Gateway Center Renovations – Additional Funds**

Ms. Picchione presents a request to approve additional contingency funds, following the same parameters discussed for the RFP 16-26 Phase II Architectural & Engineering Services funds. Ms. Bomba makes a motion to approve the request. Mr. Brumberger seconds and the motion passes unanimously.

**Agenda Item 13:      Bus Shelter Advertising/Maintenance Contract**

Mr. Salzillo discusses history behind the contract between Lamar and RIPTA for bus shelter construction, expiration of the contract, and changes included in the new Request for Proposal for bus shelters. Mr. Kezirian and Mr. Salzillo discuss the current standing shelters constructed by Lamar, potential negotiations, and funding. Ms. Santilli, Mr. Brumberger and Mr. Studley discuss the length of the contract, necessary next steps, and potential revenue stream sharing. Ms. Bomba, Ms. Pettine, and Mr. Salzillo discuss the renovations of current shelters, expansion of new shelters, and choice of locations. Ms. Martin, Mr. Salzillo, and Mr. Studley discuss bus shelter snow removal, negotiations, and potential fines for non-compliance. Mr. Salzillo presents a request for authority to enter into a contract based on the RFP response, subject to entering into an acceptable agreement with Lamar.

Ms. Martin makes a motion to approve the request. Ms. Santilli seconds and the motion passes unanimously.

**[Note: Ms. Santilli leaves the meeting]**

**Agenda Item 14:      Executive Search**

Mr. Salzillo discusses the bid for an Executive Search firm for a new CEO. Mr. Kezirian and Mr. Brumberger discuss scoresheet rankings, references, value allocation, time of completion, and costs. Mr. Kezirian and Mr. Brumberger compare KL2 Connects, LLC scores and ranking with other bidders.

Ms. Martin makes a motion to select KL2 Connects, LLC for executive search services. Ms. Bomba seconds and it passes unanimously.

**Agenda Item 15:      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) regarding litigation and collective bargaining.\***

**Voted:** To convene the Board into Executive Session pursuant to Rhode Island General Laws section §42-46-5(a)(2) related to litigation, collective bargaining and approval of executive session minutes from March 6, 2017.

Ms. Martin makes a motion to convene in Executive session. Ms. Bomba seconds and the motion passes unanimously.

**The Board thereafter convened into Executive session.**

**[Executive Session]**

**[Returned to Open Session]**

Upon returning to Open session, Attorney Capizzo reports that in accordance with RIGL §42-46-4(b), the Board unanimously voted to keep all votes taken in Executive session related to litigation, collective bargaining confidential and under seal so as to not jeopardize any strategy, negotiation or investigation undertaken pursuant to discussions under RIGL §42-46-5(a).

Attorney Capizzo also reports out that the Board unanimously approved the minutes from the April 17, 2017 executive session and unanimously approved to seal those Executive session minutes.

Attorney Capizzo states that the board needs to vote to keep the votes made in Executive session confidential and sealed pursuant to Rhode Island General Laws § 42-46-4 (b) and § 42-46-5(a)(1) so as not to jeopardize any strategy, negotiation or investigation undertaken pursuant to Rhode Island General Laws §42-46-5(a) in regards to collective bargaining, litigation, and personnel matters.

Ms. Martin makes a motion to seal and keep confidential the votes made and the Executive session minutes, Ms. Bomba seconds and the motion passes unanimously.

**Agenda Item 16:      **Adjournment****

Ms. Bomba moves to adjourn, Mr. Brumberger seconds and the motion passes unanimously.

Respectfully submitted,

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Maureen Martin, Secretary

13. Board Discussion / Potential Vote(s): Bus Shelter Advertising/Maintenance Contract
14. Board Discussion / Potential Vote(s): Executive Search
15. Executive Session: 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) regarding litigation and collective bargaining.\*
16. Adjournment

This Agenda posted on June 22, 2017

\*Board Members may convene in Executive Session pursuant to R.I. Gen. Laws §42-46-5(a)(2) to consider and discuss this Agenda item.

By a majority vote, a public body may amend its agenda to add items. The additional items shall be for informational purposes only and may not be voted on except when necessary to address an unexpected occurrence requiring immediate action or to refer the matter to an appropriate committee pursuant to R.I. Gen. Laws §42-46-6(b).

Copies of Meeting Minutes may be obtained pursuant to RIPTA's public records policy, which is available at <http://www.ripta.com/access-to-public-records-act>. An interpreter for the hearing impaired can be provided by calling 784-9571 at least 72 hours in advance. All meetings take place at 269 Melrose Street, Providence. The location is accessible to the handicapped.