

## **Senior Transportation Meeting Minutes**

**Wednesday, March 23, 2016**

**Old Firehouse 1:00 p.m.**

### **Attendees: George & Judy Knox, Elaine Buchardt, Mike Wallace, Kelvin Abrams, Cathy Palazzi, Sue Schmidt**

1. Call Meeting to Order
2. Pledge to Flag
3. Public Speak-Diane Grenier attended to answer questions regarding "This & That", her weekly internet magazine announcing Andover items/news.
4. Add/Delete Items
  - a. Three items were added to New Business
5. Approve Minutes from February 24, 2016 – motion to approve by Sue, seconded by Kelvin. All approved.
6. Liaison Remarks- N/A.
7. Old Business
  - a. A grant application will be submitted to the state next week to receive up to \$40,000 for the purchase of a new bus to replace the aging small bus.
  - b. The CIP is awaiting to see the outcome of the above mentioned grant request before acting on the committee's request to purchase a new bus.
  - c. Small bus repair update. The frame has been repaired and the bus is back in service.
  - d. Budget request for 2016-17 has been presented to the Board of Selectmen. No action has been taken at this time.
8. Senior Transportation Schedule
  - a. There were 34 runs in February. Of those 19 were medicals, 13 weekly activities (grocery shopping, Fri. Senior Lunch, Food Pantry/Share) and 2 special events.
9. Budget Status 2015-16
  - a. Mike reported that 80% of this year's budget has been expended. The small bus repair was \$4500+, which leaves \$740 in that line item.
10. New Business
  - a. The 50/50 state grant will be submitted this week.
  - b. Sue explained the format of her statistics detailing the number of clients served, medical runs, hours of in-kind service, etc. She asked for feedback regarding additions or changes. The data is compiled as a requirement for reporting to the state.
  - c. Standard practices guidelines were reviewed concerning mileage limits for medical runs. After discussion, a motion was made to keep the guideline unchanged (Trips over 35 miles must be approved by the committee). The motion was made Sue, seconded by George. 6 approved. 1 abstention.
11. Public Speak
  - a. Diane Grenier explained that she could include the transportation calendar in her "This & That" Internet newspaper.
12. Next Meeting: Wednesday, April 27, 2016 1:00 p.m.
13. Adjourn meeting. Motion made by Judy, seconded by Mike. Motion carried.  
Respectfully submitted,  
Mike Wallace - Secretary