

CART Board Meeting Minutes
 April 5, 2016

The meeting convened at 3:32 pm on April 5, 2016.

Present: George Sioras, Chair (Derry), Mark Nelson, (Executive Director), Nancy Michels (Londonderry), Rick Hartung (Hampstead), Richard Tripp (Derry), Jennifer Lague (Derry), Shelli Scott (Chester), Scott Bogle (RPC), Tim White, Secretary (SNHPC)

Item	Discussion	Follow On	Timing
1. Call to Order	The meeting was called to order at 3:35pm.		
2. Minutes from 03/01/16 Board of Directors meeting	Motion to approve minutes of 03/01/16 Board of Directors meeting as amended by Richard Tripp seconded by Jennifer Lague. Motion passed with Scott Bogle and Richard Tripp abstaining.		
3. Financial Reports	Mark Nelson distributed copies of the February 2016 Financial Statement noting that, as of about 42 percent through the fiscal year, revenues and expenses are on track. He added that new revenue hours of service are currently being added by ESNH, who have hired a new full-time driver. A \$47,000 payment from Salem is expected and figures for insurance and accounting expenses reflect current on-going activities. Mark updated the group on the status of the FTA grants, noting that grant X187 is nearly expended. He also noted the balance of \$4,805 in the savings account and added that he has been trying to determine the purpose for having this account. A discussion then ensued on how this could be determined and Scott Bogle added that the funds in the account may have been for implementation of the Hampstead Shuttle. George Sioras suggested checking with the previous auditor and Rick Hartung noted that the information may be available from bank statements. Mark agreed to look into this.		
4. Risk Management Consulting Services RFP	Mark reminded the group about the search for a risk management consultant and how last month the Board directed him to initiate a search. An RFP was sent out and two responses were received. Mark distributed a response from Albert Risk Management Consultants that was significantly less at \$4,900 than the other response which was \$8,500. Scott Bogle added that COAST has been happy with this firm as they are familiar with the transit industry and how transit is		

	<p>currently viewed by the insurance industry. Rick Hartung noted that they are a national firm. Mark added that, based on this discussion, he will continue to pursue an agreement with this firm.</p>		
<p>5. Region 9 FTA 5310 Contract</p>	<p>Mark Nelson reported that he has received the contract for the SFY 2017 Region 9 Formula fund projects from NHDOT. He reminded the group that CART will be acting as Lead Agency again for this contract after the prior contract had been administered by SNHPC. He also reminded the group about his continuing efforts to draft a MOU to be used as an agreement between CART and the providers for the FTA 5310 program. Following further discussion, Motion to authorize CART Executive Director to enter into an agreement with NHDOT to act as Lead Agency for the SFY 2017 FTA 5310 Formula fund program projects by Scott Bogle seconded by Nancy Michels. Motion passed unanimously. Following the vote, Mark reminded the group about the ongoing efforts to work out an operating agreement with Green Cab for the taxi voucher program. He added that a meeting had been scheduled for 03/23 that was subsequently cancelled and Mark and Tim White noted that it will be rescheduled.</p>		
<p>6. CART Audit FY 15 - Update</p>	<p>Mark Nelson reported that the audit is essentially complete and he added that he will invite the auditors to attend the May Board meeting in order to discuss their findings. It was agreed to schedule the May meeting for 05/03/16 for a start time of 3:00pm in order to accommodate the auditors.</p>		
<p>7. Vehicle Procurement - Update</p>	<p>Mark Nelson reminded the group that he had heard from three firms interested in the RFP for a handicapped van. He then distributed the details of the responses and it was noted that the WC Cressey and Ride-Away responses were very close in price. It was suggested that it would be advantageous to deal with an in-State firm to minimize maintenance costs. Following further discussion,</p>		

	<p>Motion to authorize CART Executive Director to purchase a Ride-Away Entervan from Ride-Away of Londonderry for \$39,223 based on best value by Scott Bogle seconded by Jennifer Lague. Motion passed unanimously.</p>		
<p>8. Municipal Funding Updates</p>	<p>Mark Nelson reported that billings for Salem and Londonderry are on track and an invoice is being prepared for Derry that includes a response to their regular data request. In response to a question from George Sioras, Mark added that there has been no progress on talks with Plaistow on re-joining CART but he can reach out to Pelham who has expressed interest in CART. A discussion then ensued regarding Sandown who recently added new age-restricted housing.</p>		
<p>9. Legal Suit</p>	<p>Mark Nelson reported that he received a notice of dismissal report from the attorney related to the 2014 accident involving Green Cab.</p>		
<p>10. CART Banking</p>	<p>As a follow-up to the earlier discussion, Mark noted that he had acquired information from Enterprise Bank on Seminars for Non-Profits. In response to a question from Rick Hartung, Mark reported that he was not aware of any new fees being charged to our accounts with Citizens Bank.</p>		
<p>11. MTA/CART Connection</p>	<p>Mark reported on the meeting held last week with MTA to begin the discussions and how the initial concepts for the connection were focused on the malls. At the meeting, Mike Whitten suggested MBRA as a connection point and a discussion then ensued regarding the history behind CART serving MBRA. Scott Bogle mentioned potential competition issues with this destination and he also suggested I-93 Exits 4 and 5 as potential connection points. He also mentioned the length of the trip as another disadvantage of serving MBRA. In response to a question from Richard Tripp, Scott explained the history behind CART's Manchester service.</p>		
<p>12. Matching Town Activity</p>	<p>Mark Nelson mentioned the Lunch and Learn that he had recently attended at the Ingram Senior Center as well as the Pinkerton Academy Transition Night.</p>		

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<p>13. Other Business</p>	<p>Mark Nelson reported on the Alexander Eastman Foundation Grant that he is preparing to apply for. They have a very short application process but requests must be tied into a separate new activity. He added that he would like to apply for funding for a Derry/Londonderry Shopping Shuttle and he estimated the need for about \$6,000 for a local match for an FTA 5310 POS grant. In response to a question from Richard Tripp, Mark added that CART riders currently go to Walmart in Derry. Mark reported that he will meet with the Derry/Londonderry Seniors on this and would also pursue matching funds from area stores.</p>		
<p>14. Motion to Adjourn</p>	<p>The next Board meeting will be held on Tuesday May 3, 2016 at 3:00pm. Motion to adjourn by Jennifer Lague, seconded by Richard Tripp. Motion passed unanimously. The meeting was adjourned at 4:18pm.</p>		

Minutes Respectfully Submitted by Tim White

CART Board Meeting Minutes
 March 1, 2016

The meeting convened at 3:35 pm on March 1, 2016.

Present: George Sioras, Chair (Derry), Stephen Campbell (Salem), Mark Nelson, (Executive Director), Nancy Michels (Londonderry), Rick Hartung (Hampstead), Art Rugg (Londonderry), Jennifer Lague (Derry), Shelli Scott (Chester), Leon Goodwin (Salem), Tim White, Secretary (SNHPC)

Item	Discussion	Follow On	Timing
1. Call to Order	The meeting was called to order at 3:35pm.		
2. Minutes from 02/02/16 Board of Directors meeting	Motion to approve minutes of 02/02/16 Board of Directors meeting as amended by Art Rugg seconded by Nancy Michels. Motion passed with Jennifer Lague and Shelli Scott abstaining.		
3. Financial Reports	Mark Nelson distributed copies of the January 2016 Financial Statement noting that revenues and expenses are on track. He added that new revenue hours of service are currently being discussed with ESNH. The audit is on-going. Bank balances are adequate for payment of bills and two FTA grants are fully expended. In response to a question from Tim White, Mark added that he would have more information on the purchase of a handicapped van later in the meeting.		
4. Risk Management Consulting Services RFP	Mark reminded the group about the search for a risk management consultant and added that four firms were identified with the help of COAST. RFPs are due on March 18 th . Mark added that he should have information on a firm selection for the next Board meeting. Our current insurance coverage expires 07/01/16. In response to a question from George Sioras, Mark noted that there is a lawsuit pending related to an accident involving a Green Cab vehicle. The accident occurred in November 2014 and Mark noted that he had heard from the lawyer representing our insurance company. CART is covered through insurance held by Green Cab.		
5. Region 9 FTA 5310 Contract/Green Cab Taxi Voucher Program - Update	Mark Nelson reported that the SFY 2017 Region 9 Formula fund grant application was submitted to NHDOT on time and he summarized the projects included in the grant application. He added that due to the current difficulty contacting Green		

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	<p>Cab it should be noted that an RFP to solicit interest in the taxi voucher program from other companies may be undertaken. Mark noted that he had recently gone to Green Cab with a check for them and had been unable contact anyone there.</p>		
<p>6. CART Audit FY 15 - Update</p>	<p>Mark Nelson reported that the audit is underway and he is currently working with Scott Bogle on answers to some questions regarding financial issues from FY 2015. He added that some resolution to these outstanding issues is required in order to complete FTA reporting.</p>		
<p>7. Vehicle Procurement - Update</p>	<p>Mark Nelson informed the group that he had heard from three firms interested in the RFP for a handicapped van. Responses are due by March 18th and Mark added that he wants to have the vehicle on the road this summer. ESNH has already indicated that they will be able to utilize the vehicle.</p>		
<p>8. Region 8 RCC Membership MOU</p>	<p>Tim White noted that Mark Nelson had recently been participating in meetings of the Greater Manchester (Region 8) RCC related to the update of their Coordinated Plan. With the work on that project plus upcoming work on connections between CART and the MTA system, he noted that it seemed to make sense for Mark to continue participation in this group. Tim distributed copies of the Region 8 RCC MOU and noted that it is just for stakeholders to make a formal agreement to participate. In response to a question from Stephen Campbell, Tim noted that there is no cost to CART. Following further discussion, Motion to approve CART’s membership in the Region 8 RCC by Leon Goodwin seconded by Jennifer Lague. Motion passed unanimously.</p>		
<p>9. FTA TrAMS – Bus Wrap</p>	<p>Mark Nelson reported that FTA’s new project management program is fully operations. He and Tim White both reported that they are having difficulty with the new sign-in procedures but will continue working with FTA to resolve these issues.</p>		
<p>10. Municipal Funding Updates</p>	<p>Mark Nelson reported that billing for Salem and Hampstead is currently on track.</p>		

<p>11. Matching Towns Activity</p>	<p>Mark Nelson reported on a successful event with Hampstead Seniors on February 6th and on a successful local TV interview with riders on the Salem Shuttle.</p>		
<p>12. Executive Director Performance Review – Non-Public Session as per Section 91-A:3</p>	<p>Following the completion of Agenda Item 13, George Sioras informed the Board that last week the Executive Committee had met to discuss the Executive Director’s performance review and had a recommendation for the Board. At this point, George requested that Mark Nelson leave the meeting to allow the Board to meet in non-public session. Following further discussion,</p> <p>Motion to enter into Executive Non-Public Session according to State RSA 91-A:3 by Art Rugg, seconded by Jennifer Lague. The roll call was recorded at 4:00PM and the motion passed unanimously by a vote of 9-0.</p> <p>Following the motion to leave non-public session, the Executive Director returned to the meeting. Stephen Campbell was invited by George Sioras to report on the findings of the performance review for the Executive Director. Stephen Campbell reported that the Executive Director’s salary would be increased by \$5,000 for 2016 retroactive to his anniversary date of January 29, 2016. The Executive Director was thanked by the Board for his performance on behalf of the Board.</p>		
<p>13. Other Business</p>	<p>Mark Nelson passed around the sign-in sheet for those who had already reviewed the CART Conflict of Interest Policy, adding that a record of all Board members signature is required for FTA Triennial review. He also reminded the Board that in March he will be attending the Northeast Passenger Transportation Association Conference and Expo in Hartford, Connecticut as New Hampshire’s representative. Mark noted that he will be taking leave from 04/12 to 04/19 and added that he is currently working on NTD reporting required for completion of the audit. Finally, he mentioned the upcoming Transition Night at Pinkerton Academy which</p>		

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	highlights special needs students.		
14. Motion to Adjourn	Following the completion of Agenda Item 12, it was noted that the next regularly scheduled meeting will be on Tuesday April 5, 2016. Motion to adjourn by Stephen Campbell, seconded by Art Rugg. Motion passed unanimously. The meeting was adjourned at 4:22pm.		

Minutes Respectfully Submitted by Tim White

CART Board Meeting Minutes
February 2, 2016

The meeting convened at 3:35 pm on February 2, 2016.

Present: George Sioras, Chair (Derry), Stephen Campbell (Salem), Mark Nelson, (Executive Director), Nancy Michels (Londonderry), Rick Hartung (Hampstead), Scott Bogle (RPC), Art Rugg (Londonderry), Tim White, Secretary (SNHPC)

Item	Discussion	Follow On	Timing
1. Call to Order	The meeting was called to order at 3:35pm.		
2. Minutes from 01/05/16 Board of Directors meeting	Motion to approve minutes of 01/05/16 Board of Directors meeting as amended by Nancy Michels seconded by Art Rugg. Motion passed unanimously.		
3. Financial Reports	Mark Nelson distributed copies of the December 2015 Financial Statement noting that revenues and expenses are on track through the first quarter. The final bus wrap is planned for today. Billing for the audit is occurring now and the audit should be complete by the end of the month. The balance for bank account 7178 reflected a quarterly payment from Derry. Mark specifically mentioned Grants NH90-X187-02 and NH90-X187-04 which are completely expended. Mark noted that he would have more information on Grant 90-X180-00 during a later agenda item. In response to a question from Stephen Campbell, Mark noted that Purchased Transportation refers to services provided by ESNH. Mark agreed with Stephen's assertion that figures would be a month behind as these reflect ESNH November billings. Scott Bogle noted that ESNH is also having trouble hiring drivers.		
4. HB 1119 - Update	Mark reminded the group that this bill would raise the current \$5 threshold to \$10 for vehicle registration fees. He added that currently the fee can be spent on transportation although towns do not have to utilize this. In response to a question from Art Rugg on restrictions and limits on the fees, Scott Bogle added that the fees have to go into a transportation fund and that for instance, Exeter uses theirs for senior transportation. Mark reported that the bill has received a hearing from the Municipal/County Government Committee and Scott added that the bill was approved by the Committee by an 8-7 vote which means that it's future is uncertain. In		

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	response to a question from Nancy Michels, Mark noted that if the bill doesn't pass, the fee will remain at \$5.		
5. Region 9 FTA 5310 Contract/Green Cab Taxi Voucher Program - Update	Mark Nelson reported on the taxi voucher program and how he is experiencing difficulty in contacting Green Cab to resolve outstanding issues. He added that billings for the first quarter (July-Sept) are complete and he added that he will wait for guidance from the auditor before deciding on a next step. It was noted that the transition in Lead Agencies from CART to SNHPC resulted in some confusion regarding billing responsibilities.		
6. CART Auditor Solicitation - Update	Mark Nelson reported that the audit is underway and is being finished up.		
7. CART Employee Agreement - Update	Mark noted that he would have more information on this item later in the meeting.		
8. CART/MTA System Connection	Mark Nelson reported that this is one of the topics that he would like to pursue during the upcoming fiscal year, noting that he has received a lot of comments from riders interested in this. Tim White added that the concept of a connection between MTA and transit services in the Derry/Salem area is something that has been discussed as far back as about 2003. He added that SNHPC completed an SPR project a couple of years ago looking at options for an MTA/CART connection and surveys completed for the project suggested that there was a lot of interest. The study outlined a service concept for an express bus service which included estimates of operating and capital costs. It was agreed that concepts for a connection should be investigated further and in response to a question from Stephen Campbell, Mark added that he has a copy of the SNHPC study. Art Rugg noted the development taking place in the Pettengill Road area.		
9. Parkland Medical Center – Bus Wrap	Mark Nelson reported that the wrap is currently being completed.		
10. Vehicle Procurement Update	Mark Nelson distributed copies of a letter sent to FTA Region 1 on the purchase of a handicapped accessible minivan with		

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	<p>the funds from Grant NH90-X180-00. He noted that FTA is very anxious for CART to utilize this funding and requested a timetable for its expenditure. Mark reported that CART would like to procure the vehicle in order for it to be utilized for CART services and in order for this to happen, the Board's approval is required. Utilizing the FTA funding of \$32,956 for the purchase would require a twenty percent match of about \$8,450. In response to a question from Stephen Campbell on use of the vehicle, Mark noted that the new vehicle would allow us to begin retire older vehicles one at a time as required. Mark added that we currently use our own vehicles as well as ESNH vehicles to provide services. In response to a question from Stephen, Mark added that ESNH charges CART when their vehicles are used. Rick Hartung asked about extra costs for outfitting the vehicle and Mark responded that all of the vehicle outfitting is included in the quoted costs. In response to a question from Stephen, Mark added that the vehicle would be wrapped and would have the CART logo and Scott Bogle added that we would receive revenue from this. Following further discussion,</p> <p>Motion to authorize CART Executive Director to expend no more than \$8,700 in non-Federal funds for the purchase of a handicapped accessible minivan by Scott Bogle seconded by Stephen Campbell. Motion passed unanimously.</p>		
<p>11. CART Procedural – Small Purchase Threshold</p>	<p>Mark Nelson reported that current Federal guidelines define Small Purchases as \$99,999 or less in cost. Purchases in excess of this amount require more administrative procedures. Because the new Federal guidelines now define Small Purchases as \$149,999 or less our guidelines need to be revised. A discussion then ensued on whether a motion should include the actual amount or just note that it will be consistent with the Federal guidelines. Mark stated that he would prefer to have the figure in the motion because it demonstrates to</p>		

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	<p>FTA that CART is recognizing the new figure. Following further discussion,</p> <p>Motion to modify CART procedures to define Small Purchases as those \$149,999 or less consistent with Federal guidelines by Scott Bogle seconded by Rick Hartung. Motion passed unanimously.</p>		
12. Municipal Funding Updates	<p>Mark Nelson reported Derry recently made a quarterly payment and he reminded the group about his recent meeting with their Human Services Committee to discuss town funding for CART. He added that the Town has agreed to recommend an increase of \$10,000 for CART to \$40,000. George Sioras added that Derry’s budget process won’t get underway until around April or May.</p>		
13. Matching Towns Activity	<p>Mark Nelson reported on the upcoming event with Hampstead Seniors this Saturday at Emerson Village.</p>		
14. New Insurance Carrier	<p>Mark Nelson informed the group that he had received responses to his RFP from insurance brokers. Additionally, in a subsequent discussion with COAST he learned that they had success utilizing the services of a risk management consultant to determine their insurance needs and find a carrier. Mark added that it appeared that this approach may cost less and may prove helpful in other related instances. Scott Bogle reminded the group about past issues regarding inconsistencies with coverages and instances of double coverage. Stephen Campbell noted that a risk manager should be able to help with resolving these inconsistencies and Scott added that COAST has also had trouble attempting to find insurers willing to provide coverage for public transit providers. Stephen suggested that Mark contact Salem Finance Director Jane Savastano on this issue. Mark added that he will still have to get bids for insurance coverage and in response to a question from Nancy Michels, it was agreed that a motion should be made authorizing Mark to hire a risk manager. Following further discussion,</p>		

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	<p>Motion to authorize the CART Executive Director to hire a Risk Manager for assistance in determining insurance needs and obtaining insurance coverage by Rick Hartung seconded by Stephen Campbell. Motion passed unanimously.</p>		
<p>15. Other Business</p>	<p>Mark reported on a successful local TV interview with riders on the Salem Shuttle. He also noted that in March he will be attending the Northeast Passenger Transportation Association Conference and Expo in Hartford, Connecticut as New Hampshire's representative. George Sioras added that the Executive Committee met prior to the Board meeting to initiate a performance review for the Executive Director and they would be meeting with the Executive Director on this following the Board meeting.</p>		
<p>16. Motion to Adjourn</p>	<p>The next regularly scheduled meeting will be on Tuesday March 1, 2016. Motion to adjourn by Art Rugg, seconded by Nancy Michels. Motion passed unanimously. The meeting was adjourned at 4:33pm.</p>		

Minutes Respectfully Submitted by Tim White

CART Board Meeting Minutes
January 5, 2016

The meeting convened at 3:35 pm on January 5, 2016.

Present: George Sioras, Chair (Derry), Stephen Campbell (Salem), Mark Nelson, (Executive Director), Nancy Michels (Londonderry), Rick Hartung (Hampstead), Jennifer Lague (Derry), Richard Tripp (Derry), Scott Bogle (RPC), Shelli Scott (Chester), Art Rugg (Londonderry), Tim White, Secretary (SNHPC)

Item	Discussion	Follow On	Timing
1. Call to Order	The meeting was called to order at 3:35pm.		
2. Minutes from 12/01/15 Board of Directors meeting	Motion to approve minutes of 12/01/15 Board of Directors meeting as revised by Art Rugg, seconded by Nancy Michels. Motion passed unanimously.		
3. Financial Reports	Mark Nelson distributed copies of the November 2015 Financial Statement noting that revenues and expenses are on track. Revenues from a bus wrap planned for February will be forthcoming. Mark noted that he would be able to complete the December statement when he receives bills from ESNH. He also reviewed the bank account balances and the open FTA grants. Mark specifically mentioned Grant NH90-X180-00 involving purchase of a wheelchair accessible van, noting that he would have more information on this during a later agenda item.		
4. Region 9 FTA 5310 Contract	Mark Nelson reported on the FTA 5310 projects and mentioned the taxi voucher program currently being operated by Green Cab. He added that, in the course of conducting their work, the auditors noted that there is no operating agreement between CART and Green Cab for this service. Mark added that he has drafted an operating agreement and discussed this with Green Cab, who are hesitant to accept it because it would mean additional oversight. It was noted that an option is to continue the program and attempt to find another taxi company. Stephen Campbell asked a question about records and data available from the program and if the vouchers are traceable. Scott Bogle and Tim White replied that the vouchers are not dated but do have tracking numbers. Scott added that the program had previously been managed by CART under a prior Executive Director. He added that the		

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	<p>administration for the program should be in-house and a contract is needed between the provider and the Lead Agency. Scott also noted that, historically, it has been tough to find taxi companies willing to bring themselves up to FTA standards. In response to a question from Nancy Michels, George Sioras noted that there aren't really any other taxi companies available. Stephen noted that the main concern should be liability and in response to a question from Nancy on payments to Green Cab, Scott noted that because they are no longer providing demand response service for CART, they are only receiving payments through the FTA 5310 program. The importance of continuing to provide options for individuals needed transportation outside of regular hours was stressed. In response to a question from George on ridership data, Mark agreed to provide data for the last quarter. In response to a question from Stephen, George noted that some medical services such as dialysis are offered before regular hours.</p>		
<p>5. CART Auditor Solicitation - Update</p>	<p>Mark Nelson reported that the auditors have been to the CART office to continue their work and he and Scott just completed a related meeting with the accountant. He added that the Employee Agreement had also been discussed with the auditor, noting that simply having procedures in place may be acceptable. Stephen Campbell agreed to arrange for additional space for the auditors' use at the Town Hall.</p>		
<p>6. CART Board of Directors – Welcome to the new Derry Members</p>	<p>It was noted that this had been discussed during the previous agenda item.</p>		
<p>7. Parkland Medical Center – Bus Wrap</p>	<p>Mark Nelson noted that the wrap was planned for early February.</p>		
<p>8. Vehicle Procurement - Update</p>	<p>Mark Nelson reported that he and Scott Bogle had visited RideAway in Londonderry to inspect new vehicles. Continuing the discussion of Grant r NH90-X180-00 from an earlier part of the meeting, he reported that FTA is requesting that CART provide them with a plan for the use of these funds as soon as possible. Having CART provide the match for the</p>		

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	<p>grant (in response to a question from Stephen Campbell, Scott noted that this would be twenty percent or about \$8,000) the match was discussed as a possibility. He also added that CTAA who works with rural transit systems, has made retro-fitted minivans available for this purpose. Mark noted that ESNH would be able to utilize this type of vehicle and Scott added that it may also be possible to sell advertising on it. Mark agreed to contact COAST to obtain information on the procedure for conducting the procurement.</p>		
9. Municipal Funding Updates	<p>Mark Nelson reported that CART will be reviewing the criteria used to determine municipal contributions as it needs to be updated. In response to a comment from Mark regarding similar criteria from COAST, Scott Bogle noted that this information may not be appropriate for use because it's based on fixed route service.</p>		
10. Matching Town Activity	<p>Mark Nelson reported that the meeting with the Salem Council for Aging is scheduled for January 15th and he agreed to provide Stephen Campbell with the meeting time. Shelli Scott and Mark also reported on activities with the Chester Elders.</p>		
11. New Insurance Carrier	<p>Mark Nelson reported that coverage with PLT, the current carrier, ends 07/01/16 and an RFP for a new carrier is currently in the newspaper. In response to a question from Tim White, Mark added that this is for unemployment, workers comp and general liability coverage.</p>		
12. Other Business	<p>Mark Nelson reported that on November 14th, a Green Cab vehicle providing demand response service hit a telephone pole and as a result of the accident, a passenger suffered a broken leg. The passenger, who was not wearing a seat belt, has filed a claim against Green Cab and CART. Mark added that the insurance carrier has been notified and he will keep the Board informed of developments. He added that the case will likely be heard this quarter.</p> <p>A discussion then ensued about the upcoming meeting with the Derry Human Services Committee to present CART's</p>		

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	<p>request for funding from the Town. The meeting is scheduled for next Tuesday January 12th at 11:30A. Mark said that he plans on stressing the value of local funding for CART and a discussion then ensued regarding prior meetings with the Committee. George Sioras noted CART's history with the Committee and how Janice Moseby and Jill Jamro continue to be supporters of CART despite the many competing interests for the Town's funding. Jennifer Lague expressed an interest in attending the meeting on behalf of CART.</p>		
<p>13. Motion to Adjourn</p>	<p>The next regularly scheduled meeting will be on Tuesday February 2, 2016. Motion to adjourn by Stephen Campbell, seconded by Nancy Michels. Motion passed unanimously. The meeting was adjourned at 4:23pm.</p>		

Minutes Respectfully Submitted by Tim White