

STAMFORD TRANSIT DISTRICT MEETING

March 13, 2024, Meeting

A scheduled meeting of the Stamford Transit District was held on Wednesday, March 13, 2024, at 3:00 p.m.

In attendance were:

Commissioners: Jon Gallup, Robert Figueroa and Andrew Krill
Staff: Luke Bittenwieser, COS-Transportation Planner and Maria Vazquez-Goncalves,
Recorder
Guest: Alan Watson and Simeon Stankiewicz, Trans-Ad Outdoor, Ltd.

1. Call to Order: Acting Chairman Andrew Krill began the meeting at 3:18 p.m. Chairman Jon Gallup arrived at 3:28 p.m.

2. Review and Approval of Previous Meeting Minutes:

The minutes from the meeting held on February 14, 2024, were reviewed.

Robert Figueroa made a motion to approve the February 14, 2024, minutes.

Seconded by Andrew Krill

Unanimously approved.

3. Bus Shelters:

- a) Discussion on the memo from Luke Bittenwieser dated 3/07/24 regarding CTDOT Bus Shelter Enhancement Summer Pilot Program (ADA compliant). Stamford was selected to participate in the pilot program before the full rollout of the State-wide replacement Program. Discussion on the States program: State is removing the old shelters and installing the new shelters. The program states the municipality will be responsible for the routine maintenance of the shelters, such as cleaning, trash removal, snow removal, graffiti, and mitigation repairs. The State Department will replace parts for amenities and kind if they become damaged.

Luke Bittenwieser put together 11 bus shelters proposed for replacement. There are two locations proposed to receive new shelters: Bedford Street and Hoyt Street (where a shelter used to exist) and westbound East Main Street and Blachley Road (across the street from an existing eastbound bus shelter).

Discussion on the State's several new bus shelter design standards. This will be the standard design for all shelters going forward in Stamford and they will include lighting and will have advertising panels. The final spec for the bus shelters is as follows:

- Brown HDPE Brown Pedestal bench
 - selected arm rests for the benches
- 10'x5' shelter
- Bronze Aluminum Hipped Roof
- Anodized Dark Bronze Finishing
- Map Case Holder
- Advertising Panel

Andrew Krill made a motion to approve the list of Bus Shelters proposed by Luke Bittenwieser for replacement under the State of CTDOT Bus Stop Enhancement Program Summer 2024 Pilot Program and the final bus shelter specs discussed above.

Seconded by Robert Figueroa

Unanimously approved.

- b) Alan Watson updated the members regarding the five new bus shelters that are scheduled to arrive by the second week of April. Discussion on the location of where to place the five new bus shelters is tabled until next month.

4. Financial Documents:

- a) Luke Bittenwieser inquired about the yearly audits; chairman Gallup stated all the financials are handled by Mark Kirkland, COS, Controller's Office.
- b) Luke Bittenwieser inquired about revenues and expenses from Alan Watson, Trans-Ad Outdoor. Discussion about the revenue and expense report and requesting a monthly detailed report to be submitted to all the members and City of Stamford staff.

5. New Business:

- a) Alan Watson announced he will be retiring this year but will be behind the scenes.
- b) Discussion on the email from Jessica Leiter, Bicultural Academy, 2186 High Ridge Road, regarding putting a new shelter on the southbound bus stop. Luke Bittenwieser will investigate the location and report back.
- c) Discussion on the damaged bus shelter on Greenwich Avenue South of railway bridge, near the construction site. Alan Watson and Simeon Stankiewicz reported on the maintenance of that shelter.

6. Confirm Next Schedule Meeting:

The next scheduled meeting is on Wednesday, April 10, 2024, at 3:00 p.m.

Andrew Krill made a motion to adjourn.

Seconded by Robert Figueroa

Unanimously approved.

Respectfully submitted.
Maria Vazquez-Goncalves
March 14, 2024

Cc: Commissioners; Caroline Simmons, Mayor; Matthew Quinones, Director of Operations; Board of Representatives; Town Clerks Office