

Northern New England Passenger Rail Authority



July 2015



Board of Directors Briefing Materials

July 10, 2015

**NNEPRA Office
75 West Commercial Street
Suite 104
Portland, Maine 04101**

AmtrakDowneaster.com



BOARD of DIRECTORS MEETING AGENDA

July 10, 2015

12:15pm

1. Motion to go into executive session.

Motion to go into executive session pursuant to 1 MRS § 405(6)(C), 1 MRS § 405(6)(E), and 23 MRS § 8115-A to discuss negotiations with Consigli regarding change orders to, and notices under, the contract for the construction of the Brunswick layover facility.

2. Motion to open Public Session
3. Approval of Minutes from June 2015 Meeting
4. Downeaster Performance Update
5. Finance Report
6. Executive Director and Staff Reports
 - a. Brunswick Layover
7. Other Business
8. Public Comment
9. Next Scheduled Meeting: August 24, 2015



**Minutes of the Meeting of the Board of Directors
Northern New England Passenger Rail Authority**

June 22, 2015
Portland, Maine

Directors in attendance:

Mr. Martin Eisenstein, Mr. Dana Connors, Mr. David Bernhardt, Mr. John Bubier, Ms. Carolann Ouellette, and Mr. Ronald McKinnon

Staff in attendance:

Ms. Patricia Quinn, Ms. Marina Douglass, Mr. Brian Beeler, Mr. James Russell, Ms. Natalie Bogart, Ms. Rachel Michaud and Ms. Theresa Diffin

Interested parties:

Ms. Sue Moreau, MDOT; Mr. Steve Corcoran, Amtrak; Mr. Wayne Davis, TrainRiders Northeast; Mr. Dana Knapp, Concord Coach Lines; Mr. Matthew Tonello, Consigli Construction; Mr. Kenyon Karl, Sierra Club; Ms. Nelia Dunbar, All Aboard Brunswick; Mr. Charles Dunbar, All Aboard Brunswick; and Mr. Paul Weiss, MRTC & Sierra Club

Commencement:

Vote to open Public Session at 12:35pm

Motion: Mr. McKinnon

Seconded: Mr. Bernhardt

Accepted: All

Vote to go into Executive Session at 12:37pm

Motion: Mr. Connors

Seconded: Mr. McKinnon

Accepted: All

Per 1 MRS Section 405(6) (E)

- a. To discuss with counsel NNEPRA's rights and duties under, and potential litigation regarding, NNEPRA's stormwater management permit for the Brunswick Layover facility.

Per 1 MRS 405 (6) (E) and 23 MRS 8115-A

- b. To discuss with counsel negotiations with Amtrak regarding possible amendments to the Amtrak-NNEPRA service agreement.

Motion to re-open Public Session

Motion: Ms. Ouellette
Seconded: Mr. McKinnon
Accepted: All

Out of Executive Session into Public Session at 1:46 pm

Minutes of May 26, 2015 Meeting

Vote to accept minutes as presented by the staff.

Motion: Mr. Bernhardt
Seconded: Mr. McKinnon
Accepted: All

DOWNEASTER PERFORMANCE REPORT

- Ridership and Revenue for May 2015 was significantly less than projected due to track work. 147 trains were cancelled in May.
- Downeaster ridership is 418,000 fiscal year to date with \$7.4 million generated in revenue. 398 trains have been cancelled fiscal year to date.
- Mr. Russell reported that Pan Am has installed about 22,000 ties and 3,300 additional ties have been obtained to complete work to Portland. Surfacing crews are about 30 miles behind tie installation crews, but Pan Am reports that they expect to have tie installation complete on July 3, 2015.
- Ms. Quinn stated that the railroad will be in good working condition once the tie project is complete.
- Mr. Beeler mentioned communication was ongoing and that daily email alerts are being sent out to about 800 people. Delay/construction information is also posted on the Amtrak Downeaster website, at stations and on social media. Riders are thankful for the notification.
- Mid-day trains will begin operating between Wells and Boston, with a bus bridge providing service between Wells and Portland/Freeport/Brunswick once construction crews clear Wells Station.
- Multi-ride passes have been discounted 50% for July.
- Ms. Bogart reported advertising was scaled back this spring due to delays and cancellations. The next advertising campaign will focus on a mix of northbound and southbound messages. There will be a mix of television, radio, social media, and website promotions. Ms. Bogart played a video of the most recent television spot.
- Ms. Quinn thanked Mr. Corcoran, Mr. White and all the Amtrak crews for their service and patience through all the construction.

Mr. Eisenstein thanked everyone and asked staff to document the tie project so it can be used as a tool for future projects.

FINANCE REPORT – Marina Douglass

Budget Variance Report

- Ms. Douglass reviewed the variance report for April 2015.

Vote to accept the Variance Report

Motion: Mr. Connors

Seconded: Mr. McKinnon
Accepted: All

The FY16 budget has been submitted to Commissioner Bernhardt. A few minor changes have been made since the initial draft to the Board including a change in the projection for fuel costs, and the deferral of \$40,000 from the FY15 marketing budget to FY16.

Motion to accept the Fiscal Year 2016 budget of \$9.658 million in total operating revenue and \$22.575 million in total operating expenses.

Motion: Mr. Connors
Seconded: Mr. McKinnon
Accepted: All

EXECUTIVE DIRECTOR AND STAFF REPORTS

Staff Presentations

- The Maine Department of Environmental Protection (DEP) reissued the storm water permit for the Brunswick layover facility. Appreciation was expressed to Consigli Construction and their contractors for all their support, time and expertise.
- The next step is for Consigli to update their cost estimate and provide a schedule. A draft is expected within a couple of weeks.
- Mr. Russell informed the Board that the APU (Auxiliary Power Unit) will be installed at Church Road in Brunswick. Pan Am has provided a port for the conduit to connect. Central Maine Power expects to install poles in approximately 4 weeks with the transformer expected approximately 2 weeks later. The unit should be operational in early August. Mr. Eisenstein asked staff to inform the Town of Brunswick when the APU is up and running. He also thanks everyone for all the extra work involved.
- MaineDOT has issued an RFP for freight and passenger service on the Rockland Branch. NNEPRA will participate with MaineDOT in the selection of a passenger operator.
- A formal structure for facilitated meetings between Amtrak and the States has been established. Commissioner Bernhardt has named Ms. Quinn to be the representative for the State of Maine.
- Ms. Quinn asked that all keep Ed Bonney, Freeport Station Manager, in their thoughts as he has been ill. She further noted that Fred Hirsh, Director of Maine Operation Lifesaver, has passed away unexpectedly. She also wished Mr. Davis a happy birthday.

Other Business

- Mr. Dunbar inquired about future tie construction and asked if fewer ties would need to be installed in the future because of the additional 3,300 ties that were installed this year? Mr. Russell reported that tie replacement is ongoing and that the additional ties installed this year would not impact future rounds of tie installation.
- Mr. Davis asked if the work could be done at night. Mr. Russell said that the work area is spread out over a large area and that Pan Am does not have the necessary lighting for night work.
- Mr. Eisenstein thanked TrainRiders Northeast for their participation in the DEP Stormwater Permit hearing.

- Mr. Davis mentioned the 29th of June marks the 15th year anniversary of the Northern New England Passenger Rail Authority. He provided a handout.

Public Comment

Mr. Weiss inquired about the status of the Tiger Grant Application (Royal Siding) submitted by NNEPRA. Ms. Quinn stated that the application has been submitted but there has been no news on a decision. Mr. Weiss also asked NNEPRA to include information regarding fuel savings in quarterly reports.

Vote to adjourn: 2:32 pm

Motion: Mr. McKinnon

Seconded: Mr. Bernhardt

Accepted: All

NEXT MEETING: July 27, 2015

DOWNEASTER PERFORMANCE STATISTICS

May 2015

Performance Stats	Ridership	Revenue	Fare/Pax	Pass Mi	Mi/Pax
Actual May 2015	22,727	\$ 393,556	\$ 17.32	1,864,825	82
Actual May 2014	38,667	\$ 632,413	\$ 16.36	3,254,505	84

FY2015 Year to date	418,868	\$ 7,322,471	\$ 17.48	34,695,686	83
FY2014 Year to date*	479,164	\$ 7,528,954	\$ 15.71	40,851,505	85

*FY14 Ridership adjusted to reflect ticket lifts , not allocated passengers reported by Amtrak.

City Pair Ridership May 2015	# Riders	Revenue	Avg Fare	% Total Riders	% Total Revenue
Boston-North - Portland	5,262	\$111,604	\$ 21.21	23%	28%
Boston-North - Exeter	3,464	\$47,731	\$ 13.78	15%	12%
Boston-North - Durham	1,840	\$31,662	\$ 17.21	8%	8%
Boston-North - Dover	2,009	\$31,987	\$ 15.92	9%	8%
Boston-North - Saco	1,769	\$33,130	\$ 18.73	8%	8%
Boston-North - Wells	1,983	\$35,649	\$ 17.98	9%	9%
Boston-North - Brunswick	1,030	\$23,761	\$ 23.07	5%	6%
Boston-North - Haverhill	1,414	\$16,009	\$ 11.32	6%	4%
Boston-North - Freeport	491	\$8,627	\$ 17.57	2%	2%
Total	19,262	\$340,160	\$ 17.66	85%	86%

On Time Performance	Average overall OTP for May 2015
	0.00%
100%	None
90-99%	None
80-89%	None
Below 80%	All

Customer Satisfaction Score	Downeaster April 2015	Amtrak April 2015
Overall CSI	81%	83%
Overall Cleanliness of Train	87%	85%
Friend. /Helpful of Conductors	87%	88%
Friendliness of Café Attendant	na	86%
Quality of Café Food	na	77%
Overall Café Experience	na	78%

DOWNEASTER PERFORMANCE STATISTICS
June 2015

	Ridership	Revenue	Fare/Pax
Actual June 2015	19,496	\$ 323,084	\$ 16.57
Target June 2015	44,000	\$ 710,600	\$ 16.15
Actual June 2014	41,756	\$ 714,222	\$ 17.10

Actual FY2015	438,364	\$ 7,645,555	\$ 17.44
Target FY2015	519,338	\$ 8,621,011	\$ 16.60
Actual FY2014	520,920	\$ 8,243,175	\$ 15.82

*FY14 Ridership adjusted to reflect ticket lifts , not allocated passengers reported by Amtrak.

Trains Annulled

June-15	180
Total Fiscal Year	452

Trains Interrupted	100
Total Trains Impacted 2015	552