# **Board Briefing Materials**



Freeport Community Services 53 Depot Street, Freeport, ME 04032

1:00pm Public Session



For More Information 207-780-1000 x 105 info@nnepra.com



NORTHERN NEW ENGLAND PASSENGER RAIL AUTHORITY





## **NNEPRA FY2022 DRAFT Strategic Objectives**

#### **Core Values:**

- Strengthen Core Service
- Support and maintain a culture of safety.
- Balance service levels with fiscal responsibility.
- Maintain compliance with all regulations
- Work to secure a stable, dedicated and equitable funding mechanisms to sustain Downeaster operations and continued capital investments in the Downeaster Corridor.

#### **Goals & Objectives**

- Support climate initiatives and reduction of VMT's by increasing assess to (and use of) passenger rail along Maine's most heavily travelled corridors
- Promote economic recovery and "Live & Work in Maine" initiatives by collaborating with stakeholders to improve last-mile connections from stations to employment centers and attractions
- Pursue infrastructure investments which improve the efficiency and reliability of passengers and freight rail operations
- Explore opportunities to increase the utility of under-utilized rail corridors
- Improve Regional Connectivity
- Explore opportunities to reduce operating costs through modified operating plans and schedule changes.

#### Enhance Passenger Services & Communication

- Provide relevant service-related updates to passengers and keep website current.
- Assist station communities with information resources to sustain safe operations.

#### Sponsor Capital Projects to improve safety, service quality and efficiency

Wells Siding Project
SOGR Project

#### **Explore Options for Service Improvement/Expansions**

- Develop a post-COVID recovery and future service plan
- Explore Portland Station improvement options and alternatives
- Explore feasibility of a platform at West Falmouth Crossing
- Support next steps of L/A Service Plan



### **NNEPRA BOARD of DIRECTORS**

August 30, 2021 Freeport Community Services 53 Depot Street, Freeport Maine

#### Face coverings required for all attendees

#### **Draft Agenda**

#### 1:00pm Vote to Open Public Session

- Welcome and Introductions
- Public Comment
- Approval of Minutes from August 2, 2021 Board Meeting
- NNEPRA Remote Meeting Policy
  - o Board Vote Required
- Downeaster Performance Update July 2021
- Budget Variance Report July 2021
- Staff Updates
  - o Administration
  - o Train Operations
  - o Marketing
  - o Projects
  - Funding Opportunities
- Presentation: Amtrak Connects US
- Other Business

#### Next Meeting: TBD





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

#### August 2, 2021

Greater Portland Council of Governments 10:00am

Directors in Attendance:

Chairman John Melrose, Chair; Mr. Connors; Mr. Jim Cohen; Mr. Brian Hobart; Mr. Steve Lyons; Mr. Nate Moulton NNEPRA Staff in Attendance:

Ms. Patricia Quinn; Mr. Brian Beeler: Mr. William Gayle; Ms. Leslie Guerrette; Mr. Stephen Houdlette; Mr. James Russell

**Interested Parties:** 

Ms. Valarie Lamont, TrainRiders Northeast; Mr. Wayne Davis, TrainRiders Northeast; Mr. Bruce Sleeper, TrainRiders Northeast; Mr. Tony Donovan, Maine Rail Transit Coalition; Mr. Nat Rosenblatt, Farrell, Rosenblatt & Russell; Mr. Steve Corcoran, Amtrak

Opening Remarks

Motion to Enter into Executive Session at 10:02am Motion: Mr. Connors Seconded: Mr. Cohen Accepted: All

Motion to Exit Executive Session and open Public Session at 10:52am Motion: Mr. Cohen Seconded: Mr. Hobart Accepted: All

Motion to Approve the June 14, 2021 Minutes Motion: Mr. Connors Seconded: Mr. Cohen Accepted: All

#### OVERVIEW OF DOWNEASTER PERFORMANCE – Patricia Quinn

- Patricia Quinn provided an overview of Downeaster performance for FY2021, noting Downeaster ridership and revenue broke records every month leading up to February 2020. Ridership and revenue projection for FY21, developed in June 2020, were based on the best projections at the time. Actual FY21 ridership and revenue fell short of projections due to COVID impacts but show promising signs of a rebound with June ridership at about 55% of 2019 levels. Maine stations captured a higher a percentage of ridership in FY21 than previous years, highlighting the more regional use of the Downeaster during the pandemic and recovery. Patricia Quinn noted that by closely monitoring ridership data NNEPRA was able to work with Amtrak to revise the schedule to adapt to changes in travel patterns and would continue to monitor and adjust as needed.
- Brian Beeler provided an overview of FY21 Café performance, noting that an increase in capture rate and check average. Fresh food options had been replaced at the start of the year with packaged options and drinks and a pilot project to provide at seat service that was successful in increasing sales.



ORTHERN NEW ENGLAND ASSENGER RAIL AUTHORITY

- Patricia Quinn provided an overview of FY21 reliability, noting that construction and limited service had negative impacts at the beginning of the year. The trend is improving as NNEPRA has been working with Amtrak, PAR, and MBTA to address construction, maintenance, and signal-related issues to reduce delays.
- James Russell provided the update on capital projects completed in FY21 including a major tie replacement project, replacement of timbers on the Fore River Bridge, rail replacement and brush cutting to enhance safety.
- Patricia Quinn discussed other notable events during FY21 including the opening of the new Children's Museum in Portland with a passenger train exhibit, the event station stop in Falmouth for the Live and Work in Maine Open, and the recently completed work at Thompson's Point including new access to the Portland Layover facility.
- Brian Beeler reported that the new trainsets being procured by Amtrak will dramatically improve environmental emissions slated to be in operation for the Downeaster in 2028.
- Patricia Quinn concluded by noting that efforts to explore the relocation of the Portland Station to a mainline location continued, as well discussions related to a station in W. Falmouth, and the PAR transfer. NNEPRA is working with the FRA to finalize the CRISI Grant Agreement so that construction on the Wells Siding and Platform project can begin.
- Director Cohen asked if NNEPRA monitors the intensity of delays? Patricia Quinn answered that is reviewed daily. Steve Corcoran also noted that a track projects in Boston by the MBTA have caused slow orders, adding to scheduled travel time.
- Director Cohen asked whether schedule adjustments were ever made to accommodate project delays. Patricia Quinn replied that schedule modifications are made for planned projects with long duration, such as in June 2021 to accommodate the MBTA tie replacement project.

#### VARIANCE REPORT– Leslie Guerrette

• Leslie Guerrette provided an overview of the variance report. Patricia Quinn summarized variations in Amtrak revenue and expense reporting associated with the various COVID relief funding packages. Motion to Approve the Variance Report

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

#### OTHER BUSINESS – Patricia Quinn

- Patricia Quinn provided an overview of the CSX and PAR merger and NNEPRA's role as a participant of interest in the STB proceedings with the merger. NNEPRA is close to finalizing an agreement with CSX which outlines various priorities including coordination of trackwork; coordination with Amtrak on the installation and implementation of PTC; station projects such as Wells, relocation of the Portland Station and a potential W. Falmouth station; among other items.
- Chairman Melrose opened the item up for public comment. Tony Donovan asked if the agreement will be available to the public? Patricia Quinn replied that it will be available to the public once fully executed. Chairman Melrose noted that this agreement is related only the filing with the STB proceeding and sets the conditions by which NNEPRA would approve of the transaction.

Motion to Authorize Executive Director to Enter into Agreement with CSX

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



- Chairman Melrose began a discussion regarding the need to establish a remote participation policy for Board meetings. Director Hobart noted a good resource for staff is the Maine County Commission Association.
  Director Cohen noted that many state agencies are working to determine what policy is best to ensure flexibility and public participation noting that a hybrid model would need additional technology to manage the needs of public comment and participation. Most agreed that in-person meeting were preferred. Chairman Melrose requested that staff look into venues and technology to support a hybrid model for the upcoming meetings.
- A discussion was held regarding the time and date of Board meetings, with an agreement that Monday afternoons work best with everyone's schedules.

#### **PUBLIC COMMENT**

- Valarie Lamont asked if the \$66 billion for rail in the infrastructure bill included both passenger and freight railroads. Patricia Quinn noted at this time it was directed toward passenger rail but legislative text was not available. William Gayle also noted that there was an effort to expand eligibility for some programs which may include freight railroads.
- Valarie Lamont congratulated NNEPRA on the growth in ridership since the pandemic began and asked if the increase in ridership within Maine is short-term? Patricia Quinn responded that the future is unclear.
- Tony Donovan praised the management and staff at NNEPRA for doing a good job during the pandemic and asked if NNEPRA would consider taking a position on the various bills that would convert corridors to recreational use. John Melrose noted that NNEPRA has not taken positions on those bills in the past. Mr. Donovan asked if the Board would take a position on the conversion of rail corridors to active transportation trails.
- Meeting adjourned at 11:48am.



Key Downeaster Performance Metrics													
August 2020 - July 2021													
Period		Riders	ship		Ticket Revenue								
Periou	Actual	Budget	Variance	vs. 2019	Actual	Budget	Variance	\$/Rider					
Fiscal Year 2022 to Date													
Jul 21	37,260	30,536	6,724	68%	\$ 726,323	\$ 572,553	\$ 153,770	\$19.49					
FY22 to Date Total	37,260	30,536	6,724	68%	726,323	572,553	153,770	\$19.49					
Prior 11 Months(FY21)													
Jun 21	25,668	27,000	-1,332	53%	\$ 515,857	\$ 459,000	\$ 56,857	\$ 20.10					
May 21	18,643	26,350	-7,707	42%	\$ 379,959	\$ 447,950	\$ (67,991)	\$ 20.38					
Apr 21	13,054	25,500	-12,446	27%	\$ 256,539	\$ 433,500	\$ (176,961)	\$ 19.65					
Mar 21	8,606	23,250	-14,644	18%	\$ 170,785	\$ 395,250	\$ (224,465)	\$ 19.84					
Feb 21	5,756	21,000	-15,244	14%	\$ 127,509	\$ 357,000	\$ (229,491)	\$ 22.15					
Jan 21	4,447	21,700	-17,253	12%	\$ 96,657	\$ 368,900	\$ (272,243)	\$ 21.74					
Dec 20	4,408	20,150	-15,742	10%	\$ 98,587	\$ 342,550	\$ (243,963)	\$ 22.37					
Nov 20	6,233	18,000	-11,767	13%	\$ 140,090	\$ 306,000	\$ (165,910)	\$ 22.48					
Oct 20	10,383	17,050	-6,667	21%	\$ 234,442	\$ 289,850	\$ (55,408)	\$ 22.58					
Sep 20	8,538	12,000	-3,462	18%	\$ 189,765	\$ 204,000	\$ (14,235)	\$ 22.23					
Aug 20	8,099	6,200	1,899	13%	\$ 187,759	\$ 93,000	\$ 94,759	\$ 23.18					

	On Ti	me Perforr	mance	Dow	661		
Period	# Trains	Endpoint	Customer	Revenue	Capture %	Check Avg.	CSI
Fiscal Year	2022 to Date			FY22 Budget	20%	\$ 7.50	
Jul-21	298	64%	73%	\$ 59,565	19%	\$ 8.38	89
FY22 to Date Total	298	64%	73%	\$ 59,565	19%	\$ 8.38	89
Prior 11 M	lonths(FY21)						
Jun-21	296	59%	67%	\$ 43,730	22%	\$ 7.69	86
May-21	306	60%	71%	\$ 30,273	21%	\$ 7.63	90
Apr-21	236	75%	83%	\$ 17,743	20%	\$ 6.80	88
Mar-21	248	71%	82%	\$ 12,395	20%	\$ 7.28	93
Feb-21	224	76%	85%	\$ 8,130	21%	\$ 6.69	93
Jan-21	248	79%	84%	\$ 7,097	23%	\$ 6.77	93
Dec-20	244	63%	74%	\$ 7,349	23%	\$ 7.01	88
Nov-20	240	62%	78%	\$ 7,983	20%	\$ 6.39	88
Oct-20	248	52%	65%	\$ 13,125	18%	\$ 7.04	89
Sep-20	240	81%	88%	\$ 12,027	21%	\$ 6.69	92
Aug 20	248	65%	79%	\$ 11,931	21%	\$ 6.72	87



#### NNEPRA Draft FY22 Budget Variance Report

Jul-21

		Cu	rre	ent Month: .	July	2021		Fiscal Year to Date						
Revenues		July Actual		July Budget		Variance %			Actual	Budget			Variance	%
Operating Revenue														
Amtrak Ticket Revenue	\$	726,323	\$	572,553	\$	153,770	27%	\$	726,323	\$	572,553	\$	153,770	27%
Food Service Revenue	\$	53,158	\$	44,068	\$	9,090	21%	\$	53,158	\$	44,068	\$	9,090	21%
Advertising Revenue			\$	-	\$	-		\$	-	\$	-	\$	-	
Parking Lot Revenue	\$	28,477	\$	24,908	\$	3,569	14%	\$	28,477	\$	24,908	\$	3,569	14%
Interest and Other Revenue	\$	26,047	\$	13,400	\$	12,647	94%	\$	26,047	\$	13,400	\$	12,647	94%
Total Operating Revenues	\$	834,005	\$	654,930	\$	179,075	27%	\$	834,005	\$	654,930	\$	179,075	27%
Expenses														
Administration														
Salaries & Benefits	\$	63,378	\$	68,000	\$	(4,622)	-7%	\$	63,378	\$	68,000	\$	(4,622)	-7%
Office Expenses	\$	8,245	\$	8,000	, \$	245	3%	\$	-	\$	8,000	, \$	245	3%
Professional Services	\$	23,574	\$	24,000	\$	(426)	-2%	\$	23,574	\$	24,000	\$	(426)	-2%
Insurance	\$	-	\$	-	\$	-		\$	-	\$	-	\$	-	
Board Operations	\$	856	\$	1,250	\$	(394)	-31%	\$	856	\$	1,250	\$	(394)	-31%
Total Administration Expenses	\$	96,053	\$	101,250	\$	(5,197)	-5%	\$	96,053	\$	101,250	\$	(5,197)	-5%
Train Operations														
Amtrak Operations	Ś	1,318,654	\$	1,304,373	\$	14,281	1%	\$	1,318,654	\$	1,304,373	\$	14.281	1%
Train Fuel Cost	Ś	168,171		158,258	Ś	9,913	6%	\$		Ś	158.258	Ś	9.913	6%
Other Train Operations	\$	140,038	\$	142,500	, \$	(2,462)	-2%	\$	140,038	\$	142,500	, \$	(2,462)	0%
CRSSA Relief Credit	\$	(500,000)	\$	(500,000)		-	0%	\$	(500,000)		(500,000)	\$	-	0%
Facilities	\$	22,592		26,784	\$	(4,192)	-19%	\$	22,592		26,784	\$	(4,192)	-19%
FY22 Capital Maintenance	\$	-	\$	-	\$	-		\$	-	\$	-	\$	-	
Total Train Operations	\$	1,149,454	\$	1,131,914	\$	17,540	2%	\$	1,149,454	\$	1,131,914	\$	17,540	1.5%
Station Operations														
Portland Station Rent	\$	9,100	\$	9,200	\$	(100)	-1%	\$	9,100	\$	9,200	\$	(100)	-1.1%
Portland Station CAMS	\$	21,800	\$	22,000	\$	(200)	-1%	\$	21,800	\$	22,000	\$	(200)	-0.9%
Platform Insurance	\$	-	\$	-	\$	-		\$	-	\$	-	\$	-	
Station Platform Leases	\$	-	\$	-	\$	-		\$	-	\$	-	\$	-	
Station Improvements	\$	1,574	\$	2,000	\$	(426)		\$	1,574	\$	2,000	\$	(426)	0.0%
Total Station Operations	\$	32,474	\$	33,200	\$	(726)	-2%	\$	32,474	\$	33,200	\$	(726)	-2.2%
Food Service		74,712	\$	67,162	\$	7,550	10%	\$	74,712	\$	67,162	\$	7,550	10.1%
Marketing	\$	29,646	\$	45,000	\$	(15,354)	-52%	\$	29,646	\$	45,000	\$	(15,354)	-52%
Total Operating Expenses	\$	2,216,344	\$	2,033,456	\$	182,888	8%	\$	2,216,344	\$	2,033,456	\$	182,888	8%
Additional Funding Required	\$	1,382,340	\$	1,378,527	\$	3,813	0.3%	\$	1,382,340	\$	1,378,527	\$	3,814	0.3%
Overall Cost Recovery		38%		32%		5%			38%		32%		5%	



DRAFT - 8/25/21



## **Remote Participation Policy**



## **Remote Participation Policy**

#### **1. Policy Statement**

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, the Board of Directors of the Northern New England Passenger Rail Authority (NNEPRA) has adopted the following policy to govern the participation, by remote methods, of members of the Board and the public in the Board's meetings.

#### 2. Participation Policy

#### 2a: Priority of Physically Present Meetings

Members of the NNEPRA Board of Directors are expected to be physically present for Board meetings except when not practicable, as determined by the Board chair, such as (i) in the case of an emergency or urgent issue that requires the Board to meet by remote methods, or (ii) the illness, other physical condition, or temporary absence of a Board member from Maine that causes the Board member to face significant difficulties travelling to and attending a Board meeting in person at the location stated in the notice of the meeting.

#### 2b: Remote Methods of Participation

Remote methods of participation in Board meetings may include telephone or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as email, text messages, or chat functions.

#### 2c: Public Opportunity to Attend and Comment

Members of the public will be provided a meaningful opportunity to attend Board meetings by remote methods when any member of the Board participates by remote methods. If public input is allowed or required at such a Board meeting, an effective means of communication between the Board and the public also will be provided.

#### 2d: Notice

Notice of all Board meetings will be provided in accordance with 1 M.R.S. § 406. When the public may attend a Board meeting using remote methods, the notice of the meeting will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. The notice also will identify the location where the public may attend the meeting in person. Unless there is a determination by the Board chair of the existence of an emergency or urgent issue that requires the entire Board to meet using remote methods, the Board will not limit public attendance solely to remote participation.

#### 2e: Board Meeting Materials



NNEPRA will make all documents and other materials considered by the Board available, electronically or otherwise, to the public who attend Board meetings by remote methods to the same extent customarily available to members of the public who attend Board meetings in person, as long as additional costs are not incurred by NNEPRA.

#### 2f: Quorum and Voting

At the beginning of each Board meeting when any member of the Board participates by remote methods, a quorum call of Board members will be held to ensure the audio function is working and communications are clear. Any Board member who participates in a meeting by remote methods is present for purposes of quorum and voting.

All votes taken during a Board meeting using remote methods must be taken by roll call vote that can be seen and heard if using video technology, and heard if using only audio technology, by the other Board members and the public.

#### Amtrak Connects US: A Vision to Grow Rail Service Across America



With a growing and diverse population, a global climate crisis and longer traffic jams, America needs a rail network that offers frequent, reliable, sustainable, and equitable train service. Amtrak has the vision and expertise to deliver it.

#### Our 2035 Vision

#### **Transformative benefits**

- ✓ Safely connects people and communities
- ✓ Lowers carbon emissions
- ✓ Reduces traffic
- ✓ Addresses the climate change crisis
- ✓ Provides equity across cities & regions
- ✓ Creates more jobs

#### **New places**

- ✓ Up to 160 more communities
- ✓ Multiple daily trips in 15 more states

#### **Better service**

- ✓ Up to 30+ potential new routes
- ✓ Up to 20+ existing routes with more trips

#### More people

 ✓ 20 million more passengers than the 32 million served in FY 2019

#### Amtrak's Value Proposition

#### Amtrak is America's Railroad

- 32 million riders in FY 2019
- 500+ communities served

#### **Efficient operations**

- Most financially efficient passenger rail operator in the U.S.
- 90%+ on-time passengers in Northeast
- Best-in-class 84% customer satisfaction

#### 50 years of service to the country

- Created by Congress to provide passenger rail service to the country as other railroads turned to freight only.
- We have rights to access all existing rail lines for passenger trains.

#### What we need from Congress

Significant government funding is required to support passenger rail around the world, and the U.S. is no different. We need enhanced funding and tools to build and operate these new and improved routes, including:

- Funding Increased federal funding for Amtrak's National Network Grant to support operating and capital costs for new and improved corridor routes.
- ✓ Fair Access A streamlined and expeditious process for accessing freight rail lines and determining reasonable capacity improvements.
- ✓ On-Time Trains New enforcement tools for Amtrak's existing right to preference over freight trains to ensure our riders arrive on time.

#### Better rail service means cleaner air, less traffic, and happier people.

- Traveling on Amtrak emits up to 83% fewer greenhouse gases than driving and up to 73% fewer than flying.
- Improved rail service brings local and regional economic benefits from riders and employees who live, work, and visit in the area.
- In some cities, people spend more than 80 hours a year in traffic that's equivalent to two weeks of vacation down the drain. Population growth will make this much worse without better alternatives like rail.
- Expanding rail service helps combat inequality in transportation.
- Amtrak can fill the gaps created by airlines and bus carriers that have steadily reduced service in many communities across the country.

#### Vision would expand or improve rail service for 20 million more riders.

- Population growth and future U.S. transportation needs support the development of corridor routes that could efficiently serve 160 additional diverse communities.
- Amtrak has met with stakeholders across the U.S. state officials, mayors, businesses, and others – to identify their local needs and expectations. Our vision incorporates this input and we will work in partnership with stakeholders to grow and improve passenger rail.
- Our vision builds upon Amtrak's national network of long-distance trains, integrating new and improved corridors into our existing system.

#### Today's challenge: America has changed, but our rail network has not.

- Many of the country's biggest and fastest growing metropolitan areas, with diverse populations, don't have the rail service they deserve.
- Major cities like Houston, Atlanta, and Cincinnati have service that is simply inadequate, with trains that only stop once a day and often in the middle of the night. Other cities like Las Vegas, Nashville, Columbus, Phoenix, and Wichita don't have Amtrak service at all!
- Millions of people, including large populations of people of color, do not have access to a reliable, fast, sustainable, and affordable passenger rail option. This is neither fair nor equitable.

#### Why Amtrak?

- Congress created Amtrak for this very purpose to connect America by rail on behalf of the federal government.
- Amtrak has the national capabilities and expertise in place to operate these new routes – *today*.
- Amtrak is the only entity that offers a comprehensive national rail network that connects people across states.
- Amtrak has the right to access all existing rail infrastructure, the most efficient and cost-effective way to expand passenger rail service in shared corridors.



