



TransAction
Corporate Shuttles

www.tcshuttles.com

5 Wheeling Avenue
Woburn, MA 01801

P 781.895.1100
F 781.895.1122

#264-22

WBENC & WOSB
CERTIFIED

March 29, 2022

City of Newton

1000 Commonwealth Avenue

Newton MA 02459

Received
\$ 20,00 check
10109
for 2 bus
licenses
(triennial)

Dear Danielle,

TransAction Corporate Shuttles, Inc is requesting a triennial renewal for the two Needham shuttle buses currently being operated by the 128 Business Council.

We have attached the Registration for both buses. One of these buses is currently operating and the other is a spare vehicle. When ridership returns to pre-pandemic numbers, the second vehicle will return to the route as a full time second bus as it was in the past.

Vehicle Specifications are:

1-31 passenger

1-24 passenger ADA compliant

Propulsion System is 10 cylinders, fuel. Vehicles come equipped with back up camera's, GPS tracking and two-way radios. There are no other changes proposed to the last license.

We look forward to meeting with the Public Safety and Transportation Committee on June 8th.

My best,

Lisa Cinella

Director of Operations

RECEIVED
2022 APR -5 PM 2:15
CITY CLERK
NEWTON, MA. 02459

BUS LICENSE RENEWAL APPLICATION

BUS LICENSE HOLDER: Cynthia Freese TransAction Corporate Shuttles Inc. 5 Wheeling Ave. Woburn MA
(Owner Name) (Company Name) (Company Address) (Company Phone Number) 01801
(781) 895-1100

(email address)

Please list below for each Bus:

	VEHICLE REGISTRATION #	VEHICLE ID # (VIN)	ODOMETER READING
129	1. BU 43943	1FDAF5G45JEB74352	77563
735	2. BU 44205	1FDAF5G46HEB25054	73754
	3. _____		

128 Business Council – Needham Shuttle Service

Operated under contract by TransAction Corporate Shuttles, Inc. of Woburn, MA

2022 City of Newton License Renewal

1. **Newton Highlands Terminus:** The shuttle route begins and ends at the Newton Highlands MBTA Green Line Station. The stop is located on Walnut Street southbound, immediately south of Lincoln Street in Newton Highlands. The stop is located in a “no parking” area immediately north of 1175 Walnut Street. No metered parking spaces are used for the shuttle stop. This stop is the origin point for shuttle trips in the morning and the destination point in the evening.
2. **Needham Terminus:** The opposite end of the shuttle route is within the Town of Needham. The current terminus is at 140 Kendrick Street, Needham.
3. **Days and Hours of Operation and Shuttle Schedule:** The Needham Shuttle operates Monday through Friday only, with no service on weekends or major holidays. Service is provided at peak commuter hours only, approximately 6:30-10:30 AM and 3:15-7:15 PM. Currently, service operates every 50-60 minutes, with four shuttle trips during each commute, operated by a single shuttle bus. This schedule was reduced during the COVID-19 pandemic - 128 Business Council intends to resume the operation of two shuttle buses, with departures every 20-30 minutes when ridership and member business funding permit. *Please see the detailed shuttle service schedule attached at the end of this document.*
4. **Shuttle Route within the City of Newton:** All shuttle trips (morning and evening) use the same routing when arriving from Needham and departing from Newton Highlands.
 - a. Outbound from Newton Highlands:
 - i. Starting from stop on Walnut St, proceed south towards Centre St.
 - ii. Right onto Centre St., continuing as Centre becomes Winchester St.
 - iii. Right onto Needham St.
 - iv. Continue into Town of Needham on Highland Ave.
 - b. Inbound to Newton Highlands:
 - i. Enter City of Newton from Town of Needham (Highland Ave.) onto Needham St.
 - ii. Left onto Oak St.
 - iii. Right onto Eliot St.
 - iv. Cross Boylston St. (MA-9) and continue north on Woodward St.
 - v. Right onto Lincoln St.
 - vi. Right onto Walnut St. to Newton Highlands shuttle stop.

A route map of the portion within the City of Newton is attached at the end of this document.
5. **Street Use:** The Needham Shuttle uses the following City of Newton streets:
 - a. Walnut Street (between Lincoln and Centre Streets)

- b. Centre Street (between Walnut and Winchester Streets)
- c. Winchester (between Centre and Needham Streets)
- d. Needham Street
- e. Oak Street
- f. Eliot Street (between Oak and Boylston Streets)
- g. Woodward Street (between Boylston and Lincoln Streets)
- h. Lincoln Street (between Woodward and Walnut Streets)

Note: Christina Street was included on the 2019 shuttle license, but this street is no longer used, as the property at 320 Needham Street no longer participates in the Needham Shuttle.

6. **Shuttle Fares and Access:** As with all 128 Business Council joint shuttle services (branded as “The Grid”), the Needham Shuttle is privately funded but open to the general public. Employees and affiliates of the member employers and property managers ride the shuttle free of charge.

The general public is welcome to use the scheduled service for a fare of \$4.00 per trip. In 2021, 128 Business Council transitioned the service to electronic ticketing for member riders. The public, fare-paying riders may choose to use the ticketing app on their mobile phone or pay an exact-change cash fare on the bus.

The Needham Shuttle is operated with buses equipped with wheelchair lifts.

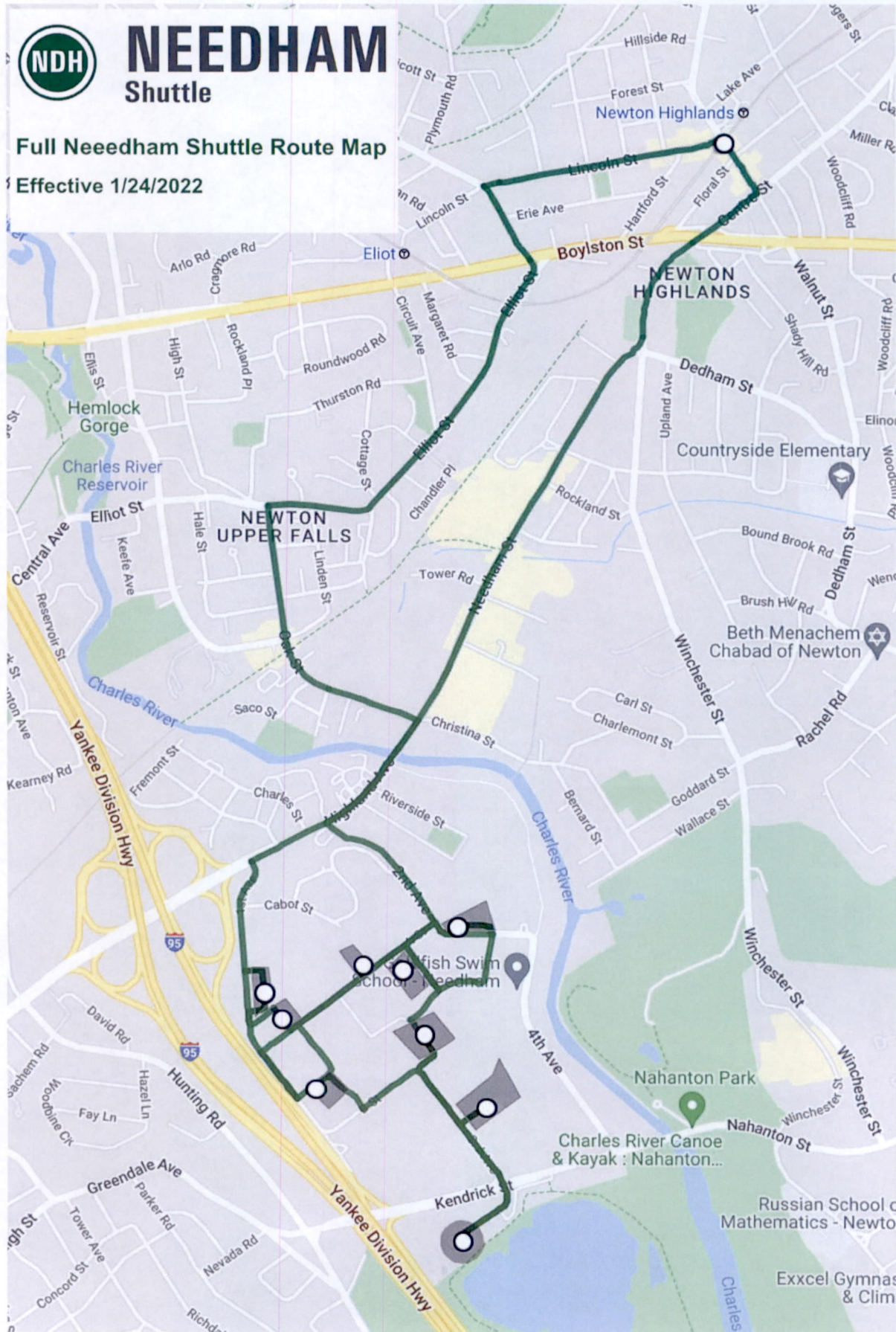
The current member employers and property managers are listed on the attached public schedule. These businesses provide the funding for the continued operation of the Needham Shuttle.



NEEDHAM Shuttle

Full Needham Shuttle Route Map

Effective 1/24/2022





NEEDHAM Shuttle

Routing within City of Newton
Effective 1/24/2022





NEEDHAM SHUTTLE



Green Line



59



A.M.

DEPART	Newton Highlands (Corner of Lincoln & Walnut)	6:30	7:20	8:10	9:00
ARRIVE	254 Second Ave	6:38	7:29	8:20	9:10
ARRIVE	89 A St (MCPF-Needham, LLC)	6:40	7:31	8:22	9:12
ARRIVE	110 A St (Intex)	6:41	7:32	8:23	9:13
ARRIVE	250 First Ave (Bulfinch)	6:42	7:33	8:24	9:14
ARRIVE	200 First Ave (Homewood Suites)	6:43	7:34	8:25	9:15
ARRIVE	400 First Ave (Tripadvisor)	6:45	7:36	8:27	9:17
ARRIVE	189 B St (NBC Universal)	6:47	7:38	8:29	9:19
ARRIVE	117 Kendrick St (Bulfinch)	6:48	7:39	8:30	9:20
ARRIVE	140 Kendrick St (Boston Properties)	6:50	7:41	8:32	9:22

Shuttle operates **Monday-Friday** only Shuttle dispatch **781-890-0093 x 3** Questions? **128bc@128bc.org** **128bc.org**



P.M.

DEPART	140 Kendrick St (Boston Properties)	3:15	4:10	5:05	6:00
DEPART	117 Kendrick St (Bulfinch)	3:17	4:12	5:07	6:02
DEPART	189 B St (NBC Universal)	3:19	4:14	5:09	6:04
DEPART	89 A St (MCPF-Needham, LLC)	3:20	4:15	5:10	6:05
DEPART	254 Second Ave	3:22	4:17	5:12	6:07
DEPART	110 A St (Intex)	3:23	4:18	5:13	6:08
DEPART	400 First Ave (Tripadvisor)	3:25	4:20	5:15	6:10
DEPART	250 First Ave (Bulfinch)	3:27	4:22	5:17	6:12
DEPART	200 First Ave (Homewood Suites)	3:28	4:23	5:18	6:13
ARRIVE	Newton Highlands	3:41	4:38	5:33	6:25

effective date 01.24.2022

YOUR SHUTTLE'S DEDICATED PAGE



- Live shuttle tracking
- Most up-to-date schedule
- Shuttle pickup area map & video
- Route map
- Route-specific notifications

128bc.org/schedules/needham

FARES

<i>exact cash or app</i>	Single Ride (full price)	\$4
<i>only sold in the app</i>	10-ride Pass (full price)	\$40
	20-ride Pass (full price)	\$80
	Single Ride (member price)	FREE

FREE FARES?

Only riders who are affiliated with a 128 Business Council member company (through their employer or their employer's property owner) are eligible to ride at the free (member) fare. Ask your property manager, facilities manager, or human resources department if your site is a member! Or contact us at 128bc@128bc.org.



MOBILE APP INFO

128bc.org/riders > click "Mobile App"

PROCEDURES

- ✓ **If you are ill, stay home.** Your driver cannot offer a seat on the shuttle to anyone clearly displaying COVID-19 or other contagious disease symptoms.
- ✓ **Wear a mask per FTA/CDC mandate.** You must wear a mask even if you feel healthy and even if you are vaccinated.
- ✓ **Make sure your mask fits properly.** Your mask should fit snugly over the bridge of your nose and extend down under your chin, covering your mouth & nose completely.
- ✓ **In the morning, head to the shuttle stop located on Walnut Street** after you arrive at Newton Highlands. The boarding area is curbside in front of a small park.
- ✓ **Arrive 5+ minutes early to the shuttle waiting area.** Give yourself plenty of time so that you don't have to rush.
- ✓ **Do not eat or drink on the shuttle.** Eating or drinking would compromise your mask.
- ✓ **Minimize conversation in waiting areas and on the shuttle.** Talking less & talking more quietly limit the production of the droplets & aerosols that spread the virus.
- ✓ **Double-check approaching shuttle's destination sign** before attempting to board.
- ✓ **Inform the driver of your stop as you enter the vehicle.** Quickly and safely take a seat after informing the driver of your destination.
- ✓ **Do not tamper with cracked windows.** Some windows must remain cracked at all times for ventilation.
- ✓ **Always treat the driver and your fellow riders with respect.**



The Commonwealth of Massachusetts
Department of Industrial Accidents
1 Congress Street, Suite 100
Boston, MA 02114-2017
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.
TO BE FILED WITH THE PERMITTING AUTHORITY.

Applicant Information

Please Print Legibly

Business/Organization Name: TransAction Corporate Shuttles, Inc.

Address: 5 Wheeling Ave

City/State/Zip: Woburn MA 01801 Phone #: 981-895-1100

Are you an employer? Check the appropriate box:

- 1. I am an employer with 90 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other Transportation

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: Union Insurance Co.

Insurer's Address: 290 Donald J. Lyman Blvd.

City/State/Zip: Marlborough MA 01752

Policy # or Self-ins. Lic. #: WCA 5342176-10 Expiration Date: 3-23-2023

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Cynthia Freve Date: 3-29-2022

Phone #: 981-895-1100

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

- 1. Board of Health
- 2. Building Department
- 3. City/Town Clerk
- 4. Licensing Board
- 5. Selectmen's Office
- 6. Other _____

Contact Person: _____ Phone #: _____



City of Woburn
Office of the City Clerk
10 Common Street
Woburn, Massachusetts 01801

Number: 204

May 1, 2021

This is to certify that

TRANSACTION CORPORATE SHUTTLES, INC.

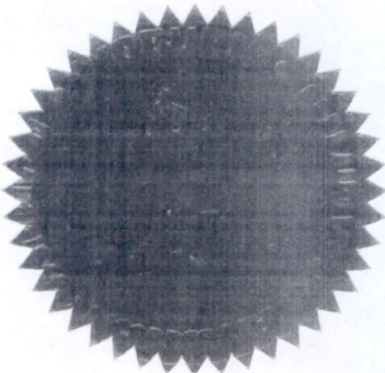
Of 5 Wheeling Avenue, Woburn, Massachusetts 01801 has been duly licensed as follows by the City of Woburn subject to all statutes and ordinances, now or hereafter established.

Type of License: Common Carrier License

Limit: (101) One Hundred One vehicles

Conditions: 1. That no more than Forty-Three (43) Vehicles shall be on site at any one time.

This license shall take effect May 1, 2021 and expires on April 30, 2022 unless sooner revoked.



Joyce M. Gray

Joyce M. Gray, Acting City Clerk

BUS DRIVER VEHICLE INSPECTION REPORT #264-22

COMPANY: Transaction Corp. Shuttles
 ODOMETER READING: 77376 BUS NO.: 729
 END MILEAGE: 77805 DATE: March 28, 2022
 START MILEAGE: 77376 TIME: 5:45 AM PM
 TOTAL MILEAGE: 129 LOCATION: Woburn, Ma.

INSPECT ITEMS LISTED - IF DEFECTIVE, NUMBER AND DESCRIBE IN "REMARKS"

- | | |
|---|--|
| <input type="checkbox"/> FLUID LEAKS UNDER BUS | <input type="checkbox"/> EMERGENCY DOOR & BUZZER |
| <input type="checkbox"/> LOOSE WIRES, HOSE CONNECTIONS OR BELTS IN ENGINE COMPARTMENT | <input type="checkbox"/> HEADLIGHTS, FLASHERS & 4-WAY FLASHERS |
| <input type="checkbox"/> OIL LEVEL | <input type="checkbox"/> RIGHT FRONT TIRE & WHEEL |
| <input type="checkbox"/> RADIATOR COOLANT LEVEL | <input type="checkbox"/> FRONT OF BUS - WINDSHIELD |
| <input type="checkbox"/> BATTERY | <input checked="" type="checkbox"/> LEFT FRONT TIRE & WHEEL |
| <input type="checkbox"/> TRANSMISSION | <input checked="" type="checkbox"/> STOP ARM (SCHOOL BUS) |
| <input type="checkbox"/> UNUSUAL ENGINE NOISE | <input type="checkbox"/> EXHAUST SYSTEM |
| <input type="checkbox"/> GAUGES & WARNING LIGHTS | <input type="checkbox"/> LEFT SIDE OF BUS - WINDOWS & LIGHTS |
| <input type="checkbox"/> SWITCHES | <input type="checkbox"/> LEFT REAR TIRES & WHEELS |
| <input type="checkbox"/> HORN | <input type="checkbox"/> REAR OF BUS - WINDOWS & LIGHTS |
| <input type="checkbox"/> FANS & DEFROSTERS | <input type="checkbox"/> TAIL PIPE |
| <input type="checkbox"/> WIPERS & WASHERS | <input type="checkbox"/> RIGHT REAR TIRES & WHEELS |
| <input checked="" type="checkbox"/> STOP ARM CONTROL (WARNING CONTROL) | <input type="checkbox"/> RIGHT SIDE OF BUS - WINDOWS & LIGHTS |
| <input type="checkbox"/> INSIDE & OUTSIDE MIRRORS | <input type="checkbox"/> DRIVER'S SEAT & BELT |
| <input type="checkbox"/> BRAKE PEDAL & WARNING LIGHT | <input type="checkbox"/> DIRECTIONAL LIGHTS |
| <input type="checkbox"/> OPERATION OF SERVICE DOOR | <input type="checkbox"/> PARKING BRAKE OR SERVICE BRAKE |
| <input type="checkbox"/> EMERGENCY EQUIPMENT | <input checked="" type="checkbox"/> CLUTCH |
| <input type="checkbox"/> FIRST AID KIT | <input checked="" type="checkbox"/> STEERING |
| <input type="checkbox"/> ENTRANCE STEPS | <input checked="" type="checkbox"/> WHEELCHAIR LIFT |
| <input type="checkbox"/> CLEANLINESS OF INTERIOR | |
| <input type="checkbox"/> CONDITION OF FLOOR | |

REMARKS: _____

CONDITION OF ABOVE VEHICLE IS: SATISFACTORY UNSATISFACTORY
 DRIVER'S SIGNATURE: Sam

ABOVE DEFECTS CORRECTED
 ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

MECHANIC'S SIGNATURE: _____ DATE: _____
 DRIVER REVIEWING REPAIRS: SIGNATURE: _____ DATE: _____

VEHICLE INSPECTION REPORT

COMPANY: Trans Action #264-22
ODOMETER READING: 73581 BUS NO.: 735
END MILEAGE: 13699 DATE: 3/28/22
START MILEAGE: 73581 TIME: 6:20 AM PM
TOTAL MILEAGE: 118 LOCATION: WALTHAM

INSPECT ITEMS LISTED - IF DEFECTIVE, NUMBER AND DESCRIBE IN "REMARKS"

- FLUID LEAKS UNDER BUS
- LOOSE WIRES, HOSE CONNECTIONS OR BELTS IN ENGINE COMPARTMENT
- OIL LEVEL
- RADIATOR COOLANT LEVEL
- BATTERY
- TRANSMISSION
- UNUSUAL ENGINE NOISE
- GAUGES & WARNING LIGHTS
- SWITCHES
- HORN
- FANS & DEFROSTERS
- WIPERS & WASHERS
- STOP ARM CONTROL (WARNING CONTROL)
- INSIDE & OUTSIDE MIRRORS
- BRAKE PEDAL & WARNING LIGHT
- OPERATION OF SERVICE DOOR
- EMERGENCY EQUIPMENT
- FIRST AID KIT
- ENTRANCE STEPS
- CLEANLINESS OF INTERIOR
- CONDITION OF FLOOR
- EMERGENCY DOOR & BUZZER
- HEADLIGHTS, FLASHERS & 4-WAY FLASHERS
- RIGHT FRONT TIRE & WHEEL
- FRONT OF BUS - WINDSHIELD
- LEFT FRONT TIRE & WHEEL
- STOP ARM (SCHOOL BUS)
- EXHAUST SYSTEM
- LEFT SIDE OF BUS - WINDOWS & LIGHTS
- LEFT REAR TIRES & WHEELS
- REAR OF BUS - WINDOWS & LIGHTS
- TAIL PIPE
- RIGHT REAR TIRES & WHEELS
- RIGHT SIDE OF BUS - WINDOWS & LIGHTS
- DRIVER'S SEAT & BELT
- DIRECTIONAL LIGHTS
- PARKING BRAKE OR SERVICE BRAKE
- CLUTCH
- STEERING
- WHEELCHAIR LIFT

REMARKS:

CONDITION OF ABOVE VEHICLE IS: SATISFACTORY UNSATISFACTORY

DRIVER'S SIGNATURE: [Signature]

ABOVE DEFECTS CORRECTED
 ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

MECHANIC'S SIGNATURE: _____ DATE: _____

DRIVER REVIEWING REPAIRS: SIGNATURE: _____ DATE: _____



CERTIFICATE OF LIABILITY INSURANCE

TRANCOR-03

#264-22

JOHCO1

DATE (MM/DD/YYYY)

3/29/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Salem Five Insurance Services, LLC 445 Main Street Woburn, MA 01801	CONTACT NAME:		
	PHONE (A/C, No, Ext): (781) 933-3100	FAX (A/C, No): (781) 933-9048	
	E-MAIL ADDRESS: insurance.services@salemfive.com		
INSURED Transaction Corporate Shuttles Inc 5 Wheeling Ave Woburn, MA 01801	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Central Mutual		20230
	INSURER B : Acadia Insurance Company		31325
	INSURER C : General Star		
	INSURER D : Union Insurance Co		25844
	INSURER E : Hanover		22292
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			CLP 9913750	3/23/2022	3/23/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 GKLL AGG \$ 250,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MAA5339999-14	3/23/2022	3/23/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,500,000 BODILY INJURY (Per person) \$ 1,500,000 BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			IXG416358I	3/23/2022	3/23/2023	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 DED \$ RETENTION \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			WCA5342176-14	3/23/2022	3/23/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Errors & Omissions			LHNNH229459	4/16/2021	4/16/2022	Aggregate \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Newton
1000 Commonwealth Avenue
Newton, MA 02459

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY
WC 00 00 01 A 07 11

Issuing Company: Union Insurance Company
290 Donald J. Lynch Blvd
Marlborough, MA 01752

WORKERS COMPENSATION AND EMPLOYERS
LIABILITY INSURANCE POLICY

RENEWAL
INFORMATION PAGE

NCCI Carrier Code No.: 14311

Policy No.: WCA 5342176 - 14
Previous Policy No.: 5342176-13

1. Name Insured and Address Transaction Corporate Shuttles, Inc. 5 Wheeling Avenue Unit B Woburn, MA 01801	Agency Name and Address 07091 (781)933-3100 Salem Five Insurance Services LLC 445 Main Street Woburn, MA 01801
---	--

Other workplaces not shown above:

Refer to Name and Location Schedule

FEIN: 043197981

Risk ID No.:

Bureau File No.:

Entity of Insured: Corporation

POLICY PERIOD

2. The Policy Period is from 03/23/2022 to 03/23/2023 12:01 AM Standard Time at the insured's mailing address.

COVERAGE

3. A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: MA, DC, ME, NH, VA

B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in item 3.A. The limits of our liability under Part two are:

Bodily Injury by Accident \$	1,000,000 each accident
Bodily Injury by Disease \$	1,000,000 policy limit
Bodily Injury by Disease \$	1,000,000 each employee

C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here:

All states except ND, OH, WA, WY and states designated in item 3.A. of the information page.

D. This policy includes these endorsements and schedules: See "Schedule Of Endorsements"

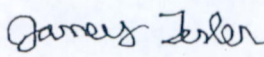


729

CERTIFICATE OF REGISTRATION

#264-22

M.G.L. Chapter 90 section 24B makes it a crime to alter this certificate
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

Plate Type BUN	Registration Type BUS NORMAL	Plate Number 43943	Effective Date 01-Jul-2021	Title Number BU132967	Expires On →	Month 06	Year 23
Model Year 2018	Make TURT	Model TERRA	Body Style BUS	Color(s) GREEN	Vehicle Identification Number 1FDAF5GY5JEB74352		
Residential Address (If Different than Mailing)					Total Registered Weight for Commercial Vehicle or Trailer		
Garage Address 5 WHEELING AVE WOBURN MA 018016810					US DOT Number for Commercial Vehicle		
Name(s) of Owner(s) and Mailing Address TRANSACTION CORPORATE SHUTTLE INC 5 WHEELING AVE WOBURN MA 01801-6810					Insurance Company ACADIA INSURANCE COMPANY		
					Maximum Seating Capacity for Vehicles for Hire 32		
Lessee/In Custody Of					 Not Valid Without Official Signature of Registrar		
Special Message				Change of Address <input type="checkbox"/> Residential <input type="checkbox"/> Mailing <input type="checkbox"/> Garage			

Information for Vehicle Owners

- **Certificate of Registration:** Every person operating a motor vehicle shall have the Certificate of Registration for the motor vehicle and/or trailer, in the vehicle, in some easily accessible place. **The records of the RMV constitute the official status of the vehicle registration.**
- **Change of Address:** By law, you must report any change of address to the RMV within 30 days. Visit Mass.Gov/RMV to change your address. Once you have reported the address change to the RMV, please write corrected address in box provided above.
- **No Insurance Card Required:** Massachusetts law does not require an insurance card. M.G.L. Chapter 90, section 34, and Chapter 175, Section 113A, requires the vehicle's owner to maintain a compulsory motor vehicle liability insurance policy or bond for bodily injury coverage and property damage insurance. The insurer is required by law to electronically notify the Registry of Motor Vehicles if coverage lapses. The vehicle owner is then notified by the RMV to obtain new insurance within 10 days or the registration will be revoked. Bonds are filed with the State Treasurer's Office.
- **Transferring Your Plates:** Massachusetts General Law (M.G.L. Chapter 90, Section 2) allows you to transfer valid registration plates from this vehicle to a newly acquired new or used motor vehicle or trailer while you obtain insurance and a new registration. See the Transferring a Registration Section on the RMV's website at www.mass.gov/rmv for more information.
- **Cancel the registration plates if:**
 - The vehicle has been sold or junked and the registration is not going to be transferred to another vehicle.
 - You move to another state and you register the vehicle in that state.
 - The insurance policy is not renewed or is cancelled and there is no plan to obtain a new policy.



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Skip the Line, Go Online! Visit Mass.Gov/RMV for list of available transactions.



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CERTIFICATE OF REGISTRATION #26422

M.G.L. Chapter 90 section 24B makes it a crime to alter this certificate

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

Plate Type BUN	Registration Type BUS NORMAL	Plate Number 44205	Effective Date 02-Jul-2020	Title Number BU562871	Expires On →	Month 06	Year 22
Model Year 2017	Make TURT	Model TERRA	Body Style BUS	Color(s) GREEN	Vehicle Identification Number 1FDUF5GY6HEB25054		
Residential Address (If Different than Mailing)				Total Registered Weight for Commercial Vehicle or Trailer			
Garage Address 5 WHEELING AVE WOBURN MA 018016810				US DOT Number for Commercial Vehicle			
Name(s) of Owner(s) and Mailing Address TRANSACTION CORPORATE SHUTTLE INC 5 WHEELING AVE WOBURN MA 01801-6810				Insurance Company ACADIA INSURANCE COMPANY			
				Maximum Seating Capacity for Vehicles for Hire 24			
				Signature of Registrar <i>Jamies Jenker</i> Not Valid Without Official Signature of Registrar			
Lessee/In Custody Of							
Special Message				Change of Address <input type="checkbox"/> Residential <input type="checkbox"/> Mailing <input type="checkbox"/> Garage			

Information for Vehicle Owners

- Certificate of Registration:** Every person operating a motor vehicle shall have the Certificate of Registration for the motor vehicle and/or trailer, in the vehicle, in some easily accessible place. **The records of the RMV constitute the official status of the vehicle registration.**
- Change of Address:** By law, you must report any change of address to the RMV within 30 days. Visit Mass.Gov/RMV to change your address. Once you have reported the address change to the RMV, please write corrected address in box provided above.
- No Insurance Card Required:** Massachusetts law does not require an insurance card. M.G.L. Chapter 90, section 34, and Chapter 175, Section 113A, requires the vehicle's owner to maintain a compulsory motor vehicle liability insurance policy or bond for bodily injury coverage and property damage insurance. The insurer is required by law to electronically notify the Registry of Motor Vehicles if coverage lapses. The vehicle owner is then notified by the RMV to obtain new insurance within 10 days or the registration will be revoked. Bonds are filed with the State Treasurer's Office.
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 - The insurance policy is not renewed or is cancelled and there is no plan to obtain a new policy.

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DIE CUT AREA



Skip the Line, Go Online! Visit Mass.Gov/RMV for list of available transactions.

CITY OF NEWTON

IN CITY COUNCIL

June 17, 2019

TO BE ISSUED May 8, 2019 (TO June 16, 2022)

The City Council, pursuant to the provisions of Section 19-361 et. Seq. of the Revised Ordinances, as amended, hereby grants a license to

The 128 Business Council
395 Totten Pond Road
Waltham, MA 02454-1290

Through its bus operator:
TransAction Associates, Inc.
5 Wheeling Avenue
Woburn, MA 01801

to operate a motor vehicle for the carriage of passengers for hire over the following described ways in the City of Newton as further specified herein.

1. Designated Route:

Service between Newton Highlands and businesses located at 320 Needham Street and in the Town of Needham

(a) Christina Street - Oak Street – Elliot Street – Woodward Street – Lincoln Street – Walnut Street - Newton Highlands Green Line Stop – Walnut Street –Centre Street – Winchester Street – Needham Street – to border of Town of Needham.

2. Days and Hours of Operation: Monday through Friday, 6:25 a.m. until 9:46 a.m. and from 3:40 p.m. to 7:10 p.m. Shuttle service leaves approximately every 30 minutes. There is no midday service.

3.

a. Vehicle Specifications

Type of Vehicle(s): 2017 Turtl Terra and 2018 Turtl Terra
Number of vehicles: 2
Seating capacity: 1-31 passenger; 1-24 passenger, ADA accessible
Propulsion system: Ten cylinder, gas vehicle
Vehicle's features: GPS, 2-way radio, backup camera

b. The Licensee shall equip vehicles with two-way radios and cell phones and shall maintain contact between a dispatcher and all vehicles while in operation on the routes described herein.

4. Street Use: Centre Street, Christina Street, Elliot Street, Lincoln Street, Needham Street, Oak Street, Station Avenue, Walnut Street, Winchester Street, and Woodward Street.

5. Passenger Pickup: The Newton Highlands T Station, opposite the station on Walnut Street, other locations on private property.

6. Modifications: Subsequent to the renewal of the License, the Licensee shall be authorized to make minor adjustments to the regular bus service. The Licensee shall notify the Chief of Police within five (5) business days of any adjustment in the days of operation and hours. The Chief of Police shall maintain a file of all such requests in order to verify the total changes to the service at the end of each License term. Any other changes to the regular service shall require the approval of the City Council.

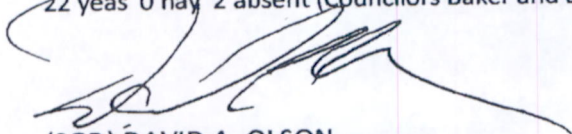
7. Term: This License is valid beginning May 8, 2019 and shall expire on June 16, 2022. Subsequent license renewals shall be granted in the discretion of the City Council.


8. Enforcement and violation: The Chief of Police shall be charged with the enforcement of the provisions of this License. Violation of any of the above provisions shall be cause for revocation of this license in accordance with procedures to be established by the City Council.

9. Hold harmless: The 128 Business Council and TransAction Associates, Inc. systems, and their officials, trustees, agents, servants and employees shall hold harmless and defend the City of Newton from and against all claims, damages, demands and actions of every kind arising out of the exercise of this License.

10. Severable provisions: The provisions of this License are severable. If any of the provisions of this License are held invalid by a court of competent jurisdiction, the remaining provisions of this License shall not be affected by such invalidity and shall remain in full force and effect, provided that upon such a finding or invalidity the City shall have the right to initiate proceedings to revise the remaining provisions of the License in a manner not inconsistent with any such finding of invalidity.

Under Suspension of Rules
Readings Waived and Approved
22 yeas 0 nay 2 absent (Councilors Baker and Downs)


(SGD) DAVID A. OLSON
City Clerk


(SGD) RUTHANNE FULLER
Mayor

Date: 6/24/19