



Public Safety & Transportation Committee Agenda

City of Newton In City Council

Wednesday, April 18, 2018

7:00 PM
Room 205

Items Scheduled for Discussion:

- #224-18** **128 Business Council Bus License Amendment**
128 BUSINESS COUNCIL, requesting an amendment to Council Order #185-16 of the Needham Shuttle Bus License.
- #164-18** **Discussion on Tactical Readiness**
COUNCILORS DANBERG, CICCONE, LIPOF, NORTON, NOEL, COTE, GROSSMAN AND GREENBERG, requesting a discussion by Police of Tactical Readiness in today's world including communications protocol to/for the public during such times.
- #225-18** **Discussion on crash trends in the city**
COUNCILORS DOWNS, CICCONE, COTE, DANBERG AND NOEL, requesting updates from the Chief of Police or his designee on crash trends in the city.
- #37-18** **Discussion on how community policing works**
COUNCILOR ALBRIGHT requesting a discussion with the Chief of Police and/or members of his department to explain to the City Council how "community policing" works in Newton, how it differs from traditional policing, how staffing differs from traditional departments, and how it benefits Newton.

All other items before the Committee will be held without discussion.

Respectfully submitted,

Allan Ciccone, Jr. Chair

The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the city of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

185-16



128 BUSINESS COUNCIL

April 5, 2018

Danielle Delaney, Committee Clerk
Newton City Council
Public Safety & Transportation Committee
1000 Commonwealth Ave
Newton, MA 02459

RE: Amendment to Council Order #185-16, Needham Shuttle Bus License

Ms. Delaney:

128 Business Council is requesting an amendment of our permit to operate the Needham Shuttle in Newton, under Council Order #185-16, issued July 14, 2016. We wish to amend the schedule as outlined below and add an additional shuttle vehicle to our license.

The Needham Shuttle service, as amended, will operate Monday through Friday from 6:25 am – 9:46 am and from 3:40 pm – 7:10 pm. The shuttle service provides commuters with direct transit access from the Newton Highlands MBTA Green Line Station on Walnut Street to offices located at 320 Needham Street in Newton, as well as multiple locations within the Needham Crossing Office Park in Needham. Over the past three years the Needham Shuttle has provided nearly 60,000 trips to commuters who would otherwise likely be driving to their destination in single-occupancy vehicles.

The 128 Business Council, a non-profit Transportation Management Association, provides commuter services and transportation planning assistance to companies and employers across multiple municipalities in the 128 West region. Our shared shuttles pool the resources of many employers and developers, preventing a proliferation of multiple independent private shuttles. Additionally, all of our shared shuttles are open to the general public for a cash fare, a policy since our first service was started in 1989.

128 Business Council seeks to amend our permit to add a second shuttle bus to the service and amend the schedule to provide two (2) additional shuttle trips from Newton Highlands in the morning, and add two (2) additional shuttle trips returning to Newton Highlands in the evening. Currently, the schedule provides five (5) trips in the morning commute, and four (4) trips in the evening. The added trips will operate within the hours of service specified above. The frequency of trips to/from Newton Highlands will increase to approximately every 25-30 minutes at peak times. Please see the attached proposed timetable for specific scheduled trip times.

UNLOCKING THE GRID

395 Totten Pond Road, Suite 302, Waltham, MA 02451 • Main: 781.890.0093 Fax: 781.890.4736 • www.128BC.org



Both the existing and new shuttle vehicles will be operated by our existing contract vendor, TransAction Corporate Shuttles, Inc., of Woburn, Massachusetts. The vehicle to be added is a 2017 Berkshire/Ford Ultra 28 bus, with seating for 24 passengers. The bus is equipped with all safety features required by the City of Newton. Complete vehicle information is attached.

The additional shuttle bus will operate on the same route as the currently licensed Needham Shuttle. The shuttle route begins at the Newton Highlands MBTA Station, with passenger stop on Walnut Street (at approximately 1165 Walnut Street). From this location, the route proceeds to 320 Needham Street and Needham points via Walnut, Centre, Winchester, Needham and Christina Streets. Returning from Needham, the route will utilize Needham, Christina, Oak, Eliot, Woodward, and Lincoln Streets to return to the starting point. Please see the attached route map for details. While both shuttle vehicles will operate from the same shuttle stop on Walnut Street at Newton Highlands. (Please note that their schedules are offset, and as such only one bus will be at the shuttle stop at a time.)

128 Business Council and TransAction Corporate Shuttles staff will coordinate with Sergeant Babcock from the Newton Police Traffic Bureau Division to inspect the new shuttle vehicle. The currently licensed bus will continue to operate on the Needham Shuttle.

If you have any additional questions regarding this request, please do not hesitate to contact me at jbennett@128bc.org, or at 781-890-0093, extension 5.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Bennett', is written in a cursive style.

Jeff Bennett
Shuttle Services Manager
128 Business Council

- Attachments:
1. Proposed shuttle schedule
 2. Shuttle route map/turn-by-turn directions within City of Newton
 3. Summary of Requested Changes to Council Order #185-16
 4. Draft changes to Council Order (Word Document)
 5. Vehicle documents (Registration, Inspection Form, and Insurance Certificate) for new shuttle bus

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Summary of Changes to 128 Business Council Needham Shuttle License
Council Order # 185-16 (issued July 14, 2016)

Changes requested are limited to the following items only:

2. Days and Hours of Operation:

- Change hours of operation from Monday through Friday from 6:00 am to 7:00 pm, to 6:15 am to 7:15 pm. No Midday Operation (operates during peak commuter hours only)
- Change frequency of service from approximately every 45 minutes, to approximately every 30 minutes.

3. a. Vehicle Specifications:

- Existing licensed bus will remain in operation on this service (Vehicle 1, a 2013 Starcraft/Ford Chassis with a seating capacity of 33).
- New vehicle (Vehicle 2) to be added pending license approval:
 - 2017 Berkshire Ultra 28/Ford Chassis
 - Seats 24 passengers, not ADA accessible
 - Propulsion: Eight Cylinder, gasoline
 - Equipped with GPS tracking, back-up camera, and two-way radio (same as existing vehicle #1)

There are no other changes requested to any other aspects of the license. Both shuttle vehicles will operate on the currently approved route within the City of Newton.

#185-16 (#185-16(2))

CITY OF NEWTON

IN CITY COUNCIL

~~June 20, 2016- xxxxxxxx, 2018~~

TO BE ISSUED ~~JULY 14, 2016-xxxx, 2018~~ (TO JULY 14, 2019)

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:~~00~~15 a.m. until 7:~~00~~15 p.m.
Shuttle service leaves approximately every ~~--45~~ 30 minutes. There is no midday service.

3.

a. Vehicle Specifications

Type of Vehicle(s): 1. 2013 Starcraft Ford Chassis
2. 2017 Berkshire Ford Chassis ~~and xxxxxx~~

Number of vehicles: ~~12~~

Seating capacity: 1. 33, not ADA accessible ~~and xxxxxxxx~~
2. 24, not ADA accessible

Propulsion system: 1. Ten cylinder, gas vehicle ~~and xxxxxxxx~~
2. Eight cylinder, gas vehicle

Vehicle's features (both buses): GPS, 2-way radio, backup camera ?yes on both?

#185-16(2)
Page 2

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 ~~July 14, 2016~~ and shall expire on July 14, 2019. 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~~
~~23 years - 0 nays - 1 absent (Councilor Lipof)~~

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(SGD) DAVID A. OLSON
FULLER
City Clerk

(SGD) ~~SETTI D. WARREN~~RUTHANNE
Mayor

#185-16 (2)
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Date: _____

Proposed Needham Shuttle Schedule **DRAFT effective TBD**

Stop	Address	City	Bus 141	Bus 141	Bus 141	Bus 537	Bus 141	Bus 537	Bus 141	Bus 537
Depart Newton Highlands	1165 Walnut St	Newton	6:25 AM	7:05 AM	7:45 AM	8:05 AM	8:30 AM	8:55 AM	9:20 AM	
Bulfinch	320 Needham St	Newton	6:29 AM	7:10 AM	7:51 AM	8:14 AM	8:39 AM	9:04 AM	9:27 AM	
Harvard Vanguard	152 Second Ave	Needham	6:31 AM	7:12 AM	7:53 AM	8:16 AM	8:41 AM	9:06 AM	9:29 AM	
Atrius Health	254 Second Ave	Needham	6:32 AM	7:13 AM	7:54 AM	8:17 AM	8:42 AM	9:07 AM	9:30 AM	
Sheraton	100 Cabot St	Needham	6:34 AM	7:15 AM	7:56 AM	8:19 AM	8:44 AM	9:09 AM	9:32 AM	
Bulfinch	75 Second Ave	Needham	6:35 AM	7:16 AM	7:57 AM	8:20 AM	8:45 AM	9:10 AM	9:33 AM	
Direct Federal Credit Union	50 Cabot St	Needham	6:36 AM	7:17 AM	7:58 AM	8:21 AM	8:46 AM	9:11 AM	9:34 AM	
Homewood Suites	200 First Ave	Needham	6:38 AM	7:19 AM	8:00 AM	8:23 AM	8:48 AM	9:13 AM	9:36 AM	
Bulfinch	250 First Ave	Needham	6:39 AM	7:20 AM	8:01 AM	8:24 AM	8:49 AM	9:14 AM	9:37 AM	
SharkNinja/Normandy	89 A St	Needham	6:41 AM	7:22 AM	8:03 AM	8:26 AM	8:51 AM	9:16 AM	9:39 AM	
Intex	110 A St	Needham	6:42 AM	7:23 AM	8:04 AM	8:27 AM	8:52 AM	9:17 AM	9:40 AM	
Charles River Place	63 Kendrick St	Needham	6:45 AM	7:26 AM	8:07 AM	8:30 AM	8:55 AM	9:20 AM	9:43 AM	
Bulfinch	117 Kendrick St	Needham	6:46 AM	7:27 AM	8:08 AM	8:31 AM	8:56 AM	9:21 AM	9:44 AM	
PTC	140 Kendrick St	Needham	6:48 AM	7:29 AM	8:10 AM	8:33 AM	8:58 AM	9:23 AM	9:46 AM	

Stop	Address	City	Bus 141	Bus 141	Bus 537	Bus 141	Bus 537	Bus 141	Bus 537
Charles River Place	63 Kendrick St	Needham	3:40 PM	4:40 PM	5:10 PM	5:40 PM	6:10 PM	6:40 PM	
Bulfinch	117 Kendrick St	Needham	3:43 PM	4:43 PM	5:13 PM	5:43 PM	6:13 PM	6:43 PM	
PTC	140 Kendrick St	Needham	3:45 PM	4:45 PM	5:15 PM	5:45 PM	6:15 PM	6:45 PM	
SharkNinja/Normandy	89 A St	Needham	3:48 PM	4:48 PM	5:18 PM	5:48 PM	6:18 PM	6:48 PM	
Intex	110 A St	Needham	3:50 PM	4:50 PM	5:20 PM	5:50 PM	6:20 PM	6:50 PM	
Bulfinch	250 First Ave	Needham	3:51 PM	4:51 PM	5:21 PM	5:51 PM	6:21 PM	6:51 PM	
Homewood Suites	200 First Ave	Needham	3:52 PM	4:52 PM	5:22 PM	5:52 PM	6:22 PM	6:52 PM	
Direct Federal Credit Union	50 Cabot St	Needham	3:54 PM	4:54 PM	5:24 PM	5:54 PM	6:23 PM	6:53 PM	
Sheraton	100 Cabot St	Needham	3:56 PM	4:56 PM	5:26 PM	5:56 PM	6:25 PM	6:55 PM	
Bulfinch	75 Second Ave	Needham	3:57 PM	4:57 PM	5:27 PM	5:57 PM	6:25 PM	6:55 PM	
Harvard Vanguard	152 Second Ave	Needham	3:59 PM	4:59 PM	5:29 PM	5:59 PM	6:27 PM	6:57 PM	
Atrius Health	254 Second Ave	Needham	4:00 PM	5:00 PM	5:30 PM	6:00 PM	6:27 PM	6:57 PM	
Bulfinch	320 Needham St	Newton	4:04 PM	5:04 PM	5:34 PM	6:04 PM	6:31 PM	7:01 PM	
Arrive Newton Highlands	1165 Walnut St	Newton	4:14 PM	5:16 PM	5:46 PM	6:16 PM	6:41 PM	7:10 PM	

Shaded stops are made on request to shuttle dispatch.

128 Business Council – Needham Shuttle
Current Shuttle Route within City of Newton

Turn-By-Turn Route – Inbound to Newton Highlands (shown in black on map)

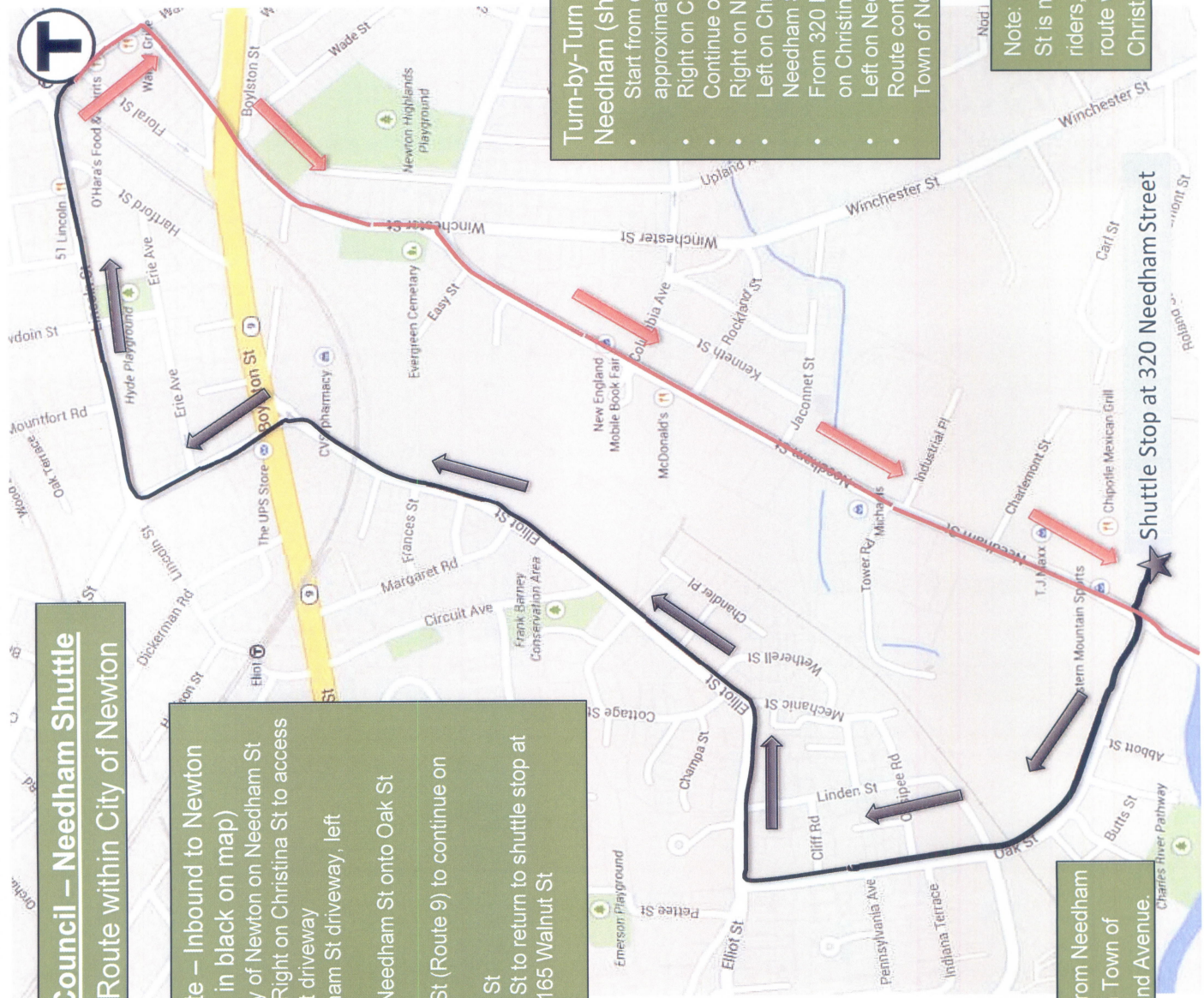
- Route enters City of Newton on Needham St (When needed) Right on Christina St to access 320 Needham St driveway
- From 320 Needham St driveway, left on Christina St
- Straight across Needham St onto Oak St
- Right on Eliot St
- Cross Boylston St (Route 9) to continue on Woodward St
- Right on Lincoln St
- Right on Walnut St to return to shuttle stop at approximately 1165 Walnut St

Turn-by-Turn Route – Outbound to Needham (shown in red on map)

- Start from existing shuttle stop at approximately 1165 Walnut St
- Right on Centre St
- Continue on Winchester St
- Right on Needham St
- Left on Christina St (to access 320 Needham St driveway only)
- From 320 Needham St driveway, left on Christina St
- Left on Needham Street
- Route continues on Highland Ave in Town of Needham

Note: Stop at 320 Needham St is made on demand. If no riders, shuttle continues on route without turning onto Christina St.

Route continues to/from Needham Crossing area within Town of Needham via Highland Avenue.



Shuttle Stop at 320 Needham Street

537



CERTIFICATE OF REGISTRATION
M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

RMV Division

PLATE TYPE BUN	REGISTRATION NUMBER BU43682	REGISTRATION TYPE BUS	EFFECTIVE DATE 11/28/17	EXPIRES LAST DAY OF 06 19	MONTH 06	YEAR 19	TRANSACTION NUMBER 01733244240110										
APRS MODEL YEAR 2017	MAKE BERK	MODEL ULTRA	BODY STYLE/TYPE BUS	COLOR WHITE	Not valid without official signature of Registrar <i>Cher C. Dwyer</i>		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED. 24										
VEHICLE IDENTIFICATION NUMBER 1FDXE4FS5HDC36529			INSURANCE COMPANY PHILADELPHIA INDEM		REGISTRAR		TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.										
RESIDENTIAL ADDRESS (IF DIFFERENT)					FEES												
NAME(S) OF OWNER(S) AND MAILING ADDRESS TRANSACTION CORPORATE SHUTTLE IN C 5 WHEELING AVENUE UNIT B WOBURN, MA 01801-6810					<table> <tr><td>REGISTRATION</td><td>160.00</td></tr> <tr><td>TITLE</td><td>75.00</td></tr> <tr><td>SPECIAL PLATES</td><td>0.00</td></tr> <tr><td>SALES TAX</td><td>4526.56</td></tr> <tr><td>TOTAL</td><td>4761.56</td></tr> </table>			REGISTRATION	160.00	TITLE	75.00	SPECIAL PLATES	0.00	SALES TAX	4526.56	TOTAL	4761.56
REGISTRATION	160.00																
TITLE	75.00																
SPECIAL PLATES	0.00																
SALES TAX	4526.56																
TOTAL	4761.56																
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION The records of the RMV database constitute the official status of the vehicle registration.																	

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS
	STREET ADDRESS
	CITY, STATE, ZIP CODE

Important Information for Vehicle Owners

- Every person operating a motor vehicle shall have the Certificate of Registration for the motor vehicle and for the trailer, if any, and his/her license to operate, upon his/her person or in the vehicle, in some easily accessible place.
- By law, you must report any change of address to the RMV within 30 days in writing. Address changes can be made on the RMV website: www.massrmv.com or by mail to: RMV, P.O. Box 55889, Boston, MA 02205-5889. Once you have reported the address change to the RMV, please write corrected address in box provided above.

- Return the registration plates to the RMV immediately if:
 - The vehicle has been sold or junked and the registration is not going to be transferred to another vehicle. Keep a copy of the *Bill of Sale*, *Title*, and completed *Reassignment of Title* for your records to document the transfer.
 - You move to another state and you register the vehicle in that state.
 - The insurance policy is not renewed or is canceled and there is no plan to obtain a new policy.

Transferring Your Plates: Massachusetts 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. All of the following must be met: 1. You are at least 18 years of age and you own the motor vehicle or trailer identified on this Registration Certificate; 2. You transfer ownership of this vehicle to another person or permanently lose possession of it (such as through repossession, etc.); 3. The newly acquired vehicle is of the same vehicle type (passenger vehicle to passenger vehicle, trailer to trailer, etc.); the same registration type (passenger to passenger, commercial to commercial); and has the same number of wheels; and, 4. The seller and buyer properly complete the Assignment of the Certificate of Title (for the newly acquired "used" vehicle) or Certificate of Origin (if a "new" vehicle). If all of the above are met, you may operate the newly acquired vehicle with the transferred plates up to 5:00 pm of the 7th calendar day following the date of transfer (or loss of possession). The day of transfer or loss is day #1. During those 7 days, you must carry the Bill of Sale (or the Dealer's Purchase Contract) for the newly acquired vehicle and this Registration Certificate when operating the vehicle. See FAQs About the Seven-Day Registration Transfer Law on the RMV's website at www.massrmv.com.

No Insurance Card Required: Massachusetts's law does not require an insurance card. The law, M.G.L. Chapter 90, Section 34A 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. If an insurer is identified on the face of this Registration Certificate, it is required by law to electronically notify the RMV (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.

Be first in line by going online at www.massrmv.com

- | | |
|---------------------------------|----------------------------------|
| Schedule a Road Test | Request a Duplicate Title |
| Renew Your Driver's License | Request a Duplicate Registration |
| Renew Your Registration | Change Your Address |
| Pay Citations/Court Hearing Fee | Cancel My Plate/Registration |
| Replace Your Driver's License | Order a Special Plate |

NEED TO VISIT AN RMV OFFICE?
SAVE TIME
Complete Your Application Online!

VISIT OUR WEBSITE FOR A FULL LIST OF AVAILABLE TRANSACTIONS

Schedu
Renew Yo
Renew Your
Pay Citations/Co
Replace Your Drive

VIS

BUS DRIVER'S VEHICLE INSPECTION REPORT

COMPANY: TRANSACTION
 ODOMETER READING: 9335 BUS NO.: 537
 END MILEAGE: 9388 DATE: 3 30 18
 START MILEAGE: 9335 TIME: 5 30 AM PM
 TOTAL MILEAGE: 53 LOCATION: WESTMIN

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 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: _____

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

MECHANIC'S SIGNATURE: _____ DATE: _____

DRIVER REVIEWING REPAIRS: SIGNATURE: _____ DATE: _____



TRANCOR-03

#224-18
JFLAHERTY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/03/2018

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: Joanne C Flaherty
	PHONE (A/C, No, Ext): 5132 FAX (A/C, No): E-MAIL ADDRESS: Joanne.Flaherty@salemfive.com
INSURED TransAction Corporate Shuttles 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 : Hanover 22292
	INSURER E : 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 VVVD	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			CLP9913750-10	03/23/2018	03/23/2019	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 1,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/IOP AGG \$ Included
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MAA5339999-10	03/23/2018	03/23/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,500,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			IXG416358E	03/23/2018	03/23/2019	EACH OCCURRENCE \$ 10,000,000
							AGGREGATE \$ 10,000,000
							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WCA5342176	03/23/2018	03/23/2019	<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
D	Employment Practice			LHN9890862 05	03/23/2018	03/23/2019	Limit \$ 1,000,000
D	Crime			BDN1041964	07/01/2017	07/01/2018	Limit: \$250,000 2,500

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

CERTIFICATE HOLDER 128 Business Council 395 Totten Pond Road, Suite 302 Waltham, MA 02451	CANCELLATION 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