

BERKSHIRE REGIONAL TRANSIT AUTHORITY
MEETING OF THE ADVISORY BOARD

April 9, 2015 at 4:00 PM
BRTA Intermodal Transportation Center
One Columbus Avenue Pittsfield, MA 01201

MINUTES

Berkshire Regional Transit Authority Advisory Board Members Present:

Jeffrey Snoonian, Adams; Mary Cherry, Dalton; Bruce Bernstein, Egremont; Peter Gallant, Lanesborough; Marianne Somes, Lanesborough; Sandra Lamb, North Adams; Leonard Lipton, Pittsfield; Rene Wood, Sheffield.

Berkshire Regional Transit Authority Advisory Board Members Absent:

Lucy Prashker, Alford; William Elovirta, Becket; Mark Webber, Cheshire; Carl McKinney, Clarksburg; Neil Oleson, Florida; Sean Stanton, Great Barrington; Jeanne Carmel, Hinsdale; Ronald Giancola, Lee; Channing Gibson, Lenox; Wayne Burkhart, Monterey; James Lovejoy, Mount Washington; Donald Hawley, Otis; Alan Hanson, Richmond; Craig Berger, Stockbridge; Mike Case, Washington; Brian O'Grady, Williamstown; Peter Fusini, Windsor.

Also present: Robert Malnati, Barbara White, Sarah Vallieres - BRTA staff; Kurt Dand - BTM, Patti Annechiarico, and Jonathan Levine -Pittsfield Gazette.

	Voting Shares	Present	
Adams	2.10	2.10	
Alford	1.00	0.00	
Becket	1.02	0.00	
Cheshire	2.02	0.00	
Clarksburg	1.00	0.00	30.50 shares
Dalton	2.06	2.06	needed for
Egremont	1.00	1.00	quorum
Florida	1.00	0.00	
Great Barrington	3.68	0.00	32.27 present
Hinsdale	1.30	0.00	
Lanesborough	2.57	2.57	
Lee	3.77	0.00	
Lenox	3.04	0.00	
Monterey	1.00	0.00	
Mt. Washington	1.00	0.00	
North Adams	4.40	4.40	
Otis	1.00	0.00	
Pittsfield	18.12	18.12	
Richmond	1.02	0.00	
Sheffield	1.02	1.02	
Stockbridge	2.55	0.00	
Washington	1.00	0.00	
Williamstown	2.32	0.00	
Windsor	1.01	0.00	
Disabled Community	1.00	1.00	

1) **ROLL CALL**

The meeting was called to order at 4:10 PM. Those present or absent are listed above. Ms. Lamb introduced and welcomed new Board Members, Bruce Bernstein from Egremont and Marianne Somes from Lanesborough representing the Disabled Community. At the beginning of the meeting, there were not enough representatives to reach a quorum, so the meeting started out of the agenda order.

2) **ADMINISTRATORS REPORT**

STATE

Mr. Malnati stated the House draft budget listed FY16 RTA funding at \$40 million without a dedicated earmarking in the DOT line item. The RTA Caucus was asked to include language specifying the entire RTA funding line item as \$80-82 million. The RTA's were displeased the funding was cut in half and any remaining funding was in the line item with Mass DOT. The consensus was that the RTA's would like a dedicated line and have a formula with a breakout. BRTA's funding formula is 3.1% out of that total.

Ms. Wood asked if this is normal not to have a dedicated line item or because it is Governor Baker's first budget. Mr. Malnati remarked it could be a combination of both. At one point, the RTA's didn't have a dedicated line and had to go back and fight for it.

VCTLI

Mr. Malnati stated a successful ribbon cutting ceremony occurred on March 6th. There were some dignitaries and members of the press here. The event was covered in the Berkshire Eagle, iBerkshire.com, and on WAMC radio. On the wall, next to the doorway to the Veterans Center, is a framed citation from Elizabeth Warren that was presented to the BRTA at the event.

LEGISLATIVE OUTREACH

Mr. Malnati discussed he attended an annual Legislative luncheon in Boston to meet with and discuss the future of transportation with members of the legislative delegation and elected officials.

RFP

Mr. Malnati spoke regarding the issuance of RFP 2015-05 for Combined Fixed Route and Paratransit Operation and Management Services on February 9, 2015. He thanked the review committee, consisting of Advisory Board members, Ms. Wood, Mr. Gallant, Mr. Snoonian, staff, and consultants for their participation. As only one response was received, the committee made a recommendation to extend the current contract for the final option year. Mr. Malnati approved and this contract extension will go through June 30, 2016.

BCC

BRTA received an email from BCC stating they will vacate their space in the ITC at the end of June. They will be relocating to the Conte Building along with

MCLA. Mr. Malnati will be speaking with commercial realtors regarding the space available. Ms. Wood asked if it was part of our revenue and Mr. Malnati stated yes.

NEW STAFF

Mr. Malnati introduced Sarah Vallieres to the Board as the new Assistant Administrator, effective March 23, 2015. He also mentioned that Katie Matte assume Sarah's position to include HST duties, assist with the VTCLI project, and train new HST staff. Two HST staff were hired to replace vacant positions. Michelle Daniels and Chris Balicki began their duties at the end of March.

3) MINUTES OF FEBRUARY 19, 2015 MEETING- VOTE

Ms. Wood made a motion to accept the minutes from the February 19, 2015 meeting. Mr. Gallant seconded the motion.

Ms. Wood stated that Craig Berger was listed as not present but was mentioned in agenda item number two to accept the minutes of the November 20, 2014 meeting. Mr. Malnati stated the minutes will be corrected to reflect his presence. Ms. Wood made the motion to accept the amended minutes with Craig Berger present, which passed with one abstention, Ms. Wood.

4) CASH REPORTS FOR JANUARY – FEBRUARY 2015- VOTE

Ms. Wood made the motion to accept the cash reports from January through February 2015. Mr. Lipton seconded the motion, which passed unanimously.

5) PENSION TRUSTEE CHANGE - VOTE

Mr. Malnati indicated the need of a motion to remove Gary Shepard as a designated trustee of the BRTA Pension Plan. Ms. Wood made the motion to remove Mr. Shepard from the Pension Plan and replace with Mr. Malnati. Ms. Cherry seconded the motion, which passed unanimously.

6) BUDGET YTD

Mr. Malnati reviewed the budget and stated the BRTA is on the plus side as a whole. The farebox income is not at the budgeted level, but stored value on the Charlie Card has increased. We have been tracking year to date and have a \$10,000 balance on stored value, just for this fiscal year. Currently, there is about \$47,000 of stored value on the Charlie Cards as a whole.

Ms. Wood asked if there is a way to recoup some of that or does it actually have to be spent to get it. Mr. Malnati stated he doesn't think it is recognized as revenue until it hits the fare box.

Mr. Malnati gave an overview to the Board of each operating expense and revenue category on the budget.

7) RIDERSHIP YTD

Mr. Malnati discussed the ridership calculations are through February. March's fixed route number is 2200 passengers over last year. There has been about a 4,000 trip deficit year to date, which includes the day we were closed in January

and the snows days in February. Mr. Malnati provided an overview of the Brokerage Trip History with an explanation of what service each Brokerage Vendor provides, an overview on bicycles and wheelchair transports, and explained the Year to Date Performance Measures and Statistics. Mr. Dand spoke of the operation, maintenance, and performance of the fixed route buses.

8) OLD BUSINESS

None

9) NEW BUSINESS

Mr. Gallant wanted to know if BRTA buses have a backup battery system, in response to a news article regarding a van transporting a person in a wheelchair and the electrical system shut down due to an onboard fire. Mr. Malnati stated he will inquire with one of our ADA vans suppliers which emphasizes vehicle safety.

Mr. Dand remarked that all of our wheelchair lifts have a manual override that works in that scenario. He will include reviewing this procedure in their next operations safety meeting.

Mr. Bernstein asked if there is consideration to have the Veterans transportation expanding to cover the 3rd shift and Sunday service for the general public.

Mr. Malnati remarked no as the funding of the program was for veterans, but he would verify this.

Mr. Malnati stated BRTA will begin a new trial express bus services from Pittsfield to Gt. Barrington with another connector bus to the Ashley Falls Post Office and back. He distributed and explained the express schedules.

10) NEXT MEETING DATE/TIME

May 28, 2015 at 4:00 PM

11) ADJOURNMENT

Mr. Bernstein made the motion to adjourn. Ms. Wood seconded the motion which passed unanimously.