

BERKSHIRE REGIONAL TRANSIT AUTHORITY  
MEETING OF THE ADVISORY BOARD

February 19, 2015 *Amended*  
4:00 p.m.  
BRTA Intermodal Transportation Center  
One Columbus Avenue Pittsfield, MA 01201

MINUTES

**Berkshire Regional Transit Authority Advisory Board Members Present:**

Jeffrey Snoonian, Adams; William Elovirta, Becket; Mary Cherry, Dalton; Jeanne Carmel, Hinsdale; Peter Gallant, Lanesborough; Sandra Lamb, North Adams; Leonard Lipton, Pittsfield; Alan Hanson, Richmond; Craig Berger, Stockbridge; Mike Case, Washington; Brian O'Grady, Williamstown.

**Berkshire Regional Transit Authority Advisory Board Members Absent:**

Lucy Prashker, Alford; Mark Webber, Cheshire; Carl McKinney, Clarksburg; Bruce Bernstein, Egremont; Neil Oleson, Florida; Sean Stanton, Great Barrington; Ronald Giancola, Lee; Scott Laugenour, Lenox; Wayne Burkhart, Monterey; James Lovejoy, Mount Washington; Donald Hawley, Otis; Rene Wood, Sheffield; Peter Fusini, Windsor.

Also present: Robert Malnati, Lisa Parise- BRTA staff; Doug Roelfs- BTM, and Patti Annechiarico.

	Voting Shares	Present	
Adams	2.14	2.14	
Alford	1.00	0.00	
Becket	1.00	1.00	
Cheshire	2.03	0.00	
Clarksburg	1.00	0.00	30.00 shares
Dalton	2.12	2.12	needed for
Egremont	1.00	0.00	quorum
Florida	1.00	0.00	
Great Barrington	3.73	0.00	38.33 present
Hinsdale	1.29	1.29	
Lanesborough	2.46	2.46	
Lee	3.79	0.00	
Lenox	3.10	0.00	
Monterey	1.00	0.00	
Mt. Washington	1.00	0.00	
North Adams	4.49	4.49	
Otis	1.00	0.00	
Pittsfield	17.87	17.87	
Richmond	1.01	1.01	
Sheffield	1.01	0.00	
Stockbridge	2.57	2.57	
Washington	1.00	1.00	
Williamstown	2.38	2.38	
Windsor	1.01	0.00	

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Florida	1.00	0.00	
Great Barrington	3.73	0.00	35.76 present
Hinsdale	1.29	1.29	
Lanesborough	2.46	2.46	
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Lenox	3.10	0.00	
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1) **ROLL CALL**

The meeting was called to order at 4:00 PM. Those present or absent are listed above.

2) **MINUTES OF NOVEMBER 20, 2014 MEETING- VOTE**

Mr. Berger made a motion to accept the minutes from the November 20, 2014 meeting. Mr. Elovirta seconded the motion, which passed unanimously.

3) **ADMINISTRATORS REPORT**

**STATE**

On January 10<sup>th</sup>, Governor Baker, Lt. Governor Polito, and Veterans Service Officer Francisco Urena toured Berkshire County. BRTA was invited to Soldier On where Sarah Vallieres and I had the opportunity to talk about the Call Center project and the plan to employ veterans from Soldier On with Lt. Governor Polito and VSO Urena. They were very interested in the project and will be on the invitation list when we have the grand opening.

**VCTLI**

Graphics have been installed on the windows in the Veterans and Families Transportation Call Center downstairs. The four call center staff have trained for two weeks with Sarah, Diana, and Katie and began taking phone calls starting on January 20, during the weekday hours of 8-5.

They have also been reaching out to people who had taken trips with the Soldier On vans, telling them how to access the new service.

A formal ribbon cutting event is scheduled for March 6, but because of the small space, invitations will be sent out to a limited number of guests.

**LEGISLATIVE OUTREACH**

On January 23, 2015, BRTA hosted a meeting with the Legislative delegation and Senator Downing to discuss the Future of Transportation. Sandy, Peter, Brian O'Grady, Steve Como from Soldier On, and two representatives from Aecom/URS attended.

Aecom/URS is a company that has been working with the consortium of transit authorities to put together a regional transportation plan. It was the legislation passed in 2013 that required all RTA's to provide a transportation plan.

A brief overview of what BRTA accomplished in 2014 and projected to accomplish in 2015 was made to the group. BRTA paid down the debt from \$6.1 million to \$4.7 million; paid off the State receivable from previous years; implemented the Route 7 Express linking Pittsfield with Williamstown and North Adams; discussions with the South County to implement express service from South County to the ITC continues; BRTA joined two RTA groups for bus

procurements, one for small buses and the other for large buses, so over the next five years vehicles will be purchased from these agreements.

Mr. Malnati remarked that State Representative Pignatelli said the meeting was beneficial for him because he was listening to local issues and suggested it become an annual event.

#### **HST SOLICITATION**

In October we issued an RFP for services for the HST to bid on routes and submit a price for the route programs. We had five companies submit responses and one of them has submitted a formal protest on procedures. Contract awards are on hold until this issue is resolved. Representatives from Kopelman and Paige are assisting BRTA on this. BRTA issued a formal response of denial to the letter of protest and will inform the board when more information is available.

#### **4) CASH REPORTS FOR OCTOBER – DECEMBER 2014- VOTE**

Ms. Carmel made the motion to accept the cash reports from October through December 2014. Mr. Gallant seconded the motion, which passed unanimously.

#### **5) BUDGET YTD**

Mr. Malnati gave an overview of the budget.

The budget is through December 2014.

Fixed Route fare box income is down \$13,000 to budget, with stored value increased to \$44,000. The average monthly budgeted Fixed Route income came out to \$68,986 and our actual year to date monthly average is \$68,991.

HST continues to be higher than budgeted as far as revenue and expenses due to increased trip activity.

#### **6) RIDERSHIP YTD**

Mr. Malnati remarked that at the legislative meeting an inquiry on how falling fuel prices impacted ridership. Ridership is off 1100 passengers from the previous year through December. That is the average BRTA ridership on a Saturday.

The HST numbers were updated in the single page distributed to include December data. HST trips are up over 45%. Wheelchair trips are up 38% from the year before.

Fixed Route Performance Measures will continue to be included the board packets. The public can review previous reports listed on BRTA's website. Reports include: maintenance of the buses, customer complaints, preventable accidents, scheduled trips, bicycle and wheelchair transports, on time service and passengers per mile statistics.

**7) OLD BUSINESS**

None discussed

**8) NEW BUSINESS**

Mr. Malnati passed around a handout showing the new community weighted vote and assessment. Annually, the auditors come and prepare the financial statements, let us know how much we have spent, how much revenue we received from the federal, state and local level.

Each community is assessed based upon the level of service they receive in their community for fixed route, paratransit or both.

The weighted votes for each community are based upon these assessments as a whole.

Included in the handout are the new voting weights that we will be using for the meetings moving forward.

**9) NEXT MEETING DATE/TIME**

April 9, 2015 at 4:00 pm

**10) ADJOURMENT**

Ms. Carmel made the motion to adjourn. Mr. Gallant seconded the motion.