

BERKSHIRE REGIONAL TRANSIT AUTHORITY
MEETING OF THE ADVISORY BOARD

May 28, 2015
4:00 p.m.
BRTA Intermodal Transportation Center
One Columbus Avenue Pittsfield, MA 01201

MINUTES

Berkshire Regional Transit Authority Advisory Board Members Present:

William Elovirta, Becket; Mary Cherry, Dalton; Bruce Bernstein, Egremont; Jeanne Carmel, Hinsdale; Peter Gallant, Lanesborough; Marianne Somes, Lanesborough; Sandra Lamb, North Adams; Leonard Lipton, Pittsfield; Alan Hanson, Richmond; and Brian O'Grady, Williamstown.

Berkshire Regional Transit Authority Advisory Board Members Absent:

Jeffrey Snoonian, Adams; Lucy Prashker, Alford; Mark Webber, Cheshire; Carl McKinney, Clarksburg; Neil Oleson, Florida; Sean Stanton, Great Barrington; Ronald Giancola, Lee; Channing Gibson, Lenox; Wayne Burkhart, Monterey; James Lovejoy, Mount Washington; Donald Hawley, Otis; Rene Wood, Sheffield; Craig Berger, Stockbridge; Mike Case, Washington; and Peter Fusini, Windsor.

Also present: Robert Malnati, Sarah Vallieres and Lisa Parise - BRTA staff; Kurt Dand and Doug Roelfs- BTM; Krystal Oldread and Stephen Gazillo- URS; Jonathan Levine-Gazette; Clete Kus- BRPC; and Patti Annechiarico,.

	Voting Shares	Present	
Adams	2.10	0.00	
Alford	1.00	0.00	
Becket	1.02	1.02	
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	34.81 present
Hinsdale	1.30	1.30	
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	1.02	
Sheffield	1.02	0.00	
Stockbridge	2.55	0.00	
Washington	1.00	0.00	
Williamstown	2.32	2.32	
Windsor	1.01	0.00	
Disability Community	1.00	1.00	

1) ADMINISTRATORS REPORT

BRTA has issued public solicitations: 2015-05 for combined fixed route and paratransit operations and management, 2015-06 for replacement support vehicles, and banking services. 2015-05 was not awarded, but the final year contract extension was offered and accepted by First Transit and County Ambulance. The support vehicle responses are due on May 29 and the banking service is currently under committee review.

2) ROLL CALL

The meeting was called to order at 4:05 PM. Those present or absent are listed above. Bruce Bernstein, Egremont, (1.00) left at 5:10 PM, with no votes made. William Elovirta, Becket, (1.02) left after the URS vote. There was still a quorum with 32.79 shares represented.

3) URS STUDY- VOTE

BRTA was one of 10 RTAs to contract with URS to perform the Regional Transit Plan comprised of 9 components listed in the Transportation Finance of 2013. Once completed, the BRTA's report will have the data needed to submit to the legislative, along with the other RTAs, a comprehensive analysis of the BRTA system. Along with the analysis will be associated cost to implement the phases to provide the service requested by BRTA customers to equitably serve the Berkshires.

Ms. Oldread presented a slideshow of the URS Study showing the different recommendations. Ms. Oldread explained that the Route 8 schedule is not currently in the slideshow because the route was not started until after the study was completed. The presentation went route by route so the Advisory Board could ask questions or make comments. Mr. O'Grady stated that the map for Route 3 is incorrect, the loop is Cole Avenue and has elderly housing that use public transportation. Ms. Cherry corrected Route 4 that had a misnamed street.

Ms. Cherry made a motion to go out to public comment after the adjustments to the URS Study. Mr. Elovirta seconded the motion, which passed unanimously.

4) MINUTES OF APRIL 9, 2015 MEETING- VOTE

Ms. Carmel made the motion to accept the minutes of the April 9, 2015 meeting. Mr. Lipton seconded the motion, which passed unanimously.

5) CASH REPORTS FOR MARCH- APRIL 2015- VOTE

Ms. Carmel made the motion to accept the cash reports from April 2015. Mr. Gallant seconded the motion, which passed unanimously.

6) **BUDGET YTD**

Federal

The House of Representatives passed H.R. 2353, a short-term authorization extension through July 31, 2015. This extension comes after several weeks to find approximately \$11 billion to fund the Highway Trust Fund (HTF) until the end of the Federal calendar year. House and Senate leaders were unable to reach an agreement on offsets for a bill that would extend the programs through the end of the year, which was intended to give Congress time to reform a larger tax reform package to pay for a multi-year surface transportation bill.

State

The FY 16 State Budget includes language for a dedicated line item for RTA's totaling \$80 million. There is language to allow 48 month spending on RTACAP contracts, rather than annual contracts.

7) **RIDERSHIP YTD**

Mr. Malnati gave an overview of the ridership. On the fixed route, BRTA had 1,000 customers less than the previous year, which was expected with the winter that we had. ADA service is 12,000 customers higher than the previous year. Chaircar service is down 43 customers. It looks like people are transitioning from the higher cost ticket to the lower cost ticket for that service. Taxi service as well as the COA's have continued to go down in service.

8) **FY 16 BUDGET- VOTE**

Mr. Malnati presented the FY 16 budget. The budget highlights include: no fare increase; no reduction in service delivery; an increase in fare box revenue based on ridership trends; a 2% staff salary increase; and a flat budget for BTM operations. The budget did not include the URS Study. Mr. Malnati mentioned that we are expecting our Paratransit cost to rise with our ridership. BRTA advertising revenue has increased. Miscellaneous revenue has gone down. Part of that was the rent that we have been receiving from BCC but as of July 1 they will no longer be renting from us so that cost will go down.

The Charlie Card van has recently been redesigned. BTM staff has been taking it out to different locations. We are getting ready to go out to different schools to promote the student passes that we offer. BRTA has noticed customers are mainly adding stored value to their card, as opposed to adding a pass.

Mr. Malnati explained that the budget for HST wasn't finalized from the State yet. The numbers used were from last year's trips. Once received from the State, this number will be edited. The total revenue and total expense amounts will change but the HST budget will remain balanced.

Mr. Lipton made a motion to accept the FY 16 budget as presented. Mr. O'Grady seconded the motion, which passed unanimously.

9) ELECTION OF OFFICERS- VOTE

Ms. Carmel made a motion to nominate the officers that we currently have appointed. Ms. Cherry seconded the motioned, which passed unanimously.

10) ADMINISTRATOR`S CONTRACT- VOTE

Ms. Lamb explained that the finance committee has met with Mr. Malnati to discuss his current contract. She explained that the finance committee has offered Mr. Malnati (pending board approval) effective April 2015, a 3 year contract with an option for 2 years and a 10% increase in his salary for the first year. April 1, 2016 will include a 5% salary increase and April 2017 will be a 3% salary increase. The two year options will be negotiated at that time.

Mr. Malnati`s vacation, personal, and sick days remain the same as what he had when he was Assistant Administrator. Mr. Malnati currently has 20 vacation days, 3 personal days and 10 sick days. Mr. Malnati can accumulate up to 90 sick days.

Ms. Lamb requested a severance package, if Mr. Malnati were dismissed for any reason, he would receive 2 week`s pay. If Mr. Malnati decided to leave himself, he would receive 1 week for every year as administrator with a maximum of 3 months, as a severance package.

Ms. Carmel made a motion to accept the Administrator`s Contract. Mr. O`Grady seconded the motion, which passed unanimously.

11) OLD BUSINESS

None discussed

12) NEW BUSINESS

Mr. Malnati reported that the Open Checkbook is now currently on the BRTA`s website to comply with state requirements.

Mr. Malnati presented to the board the possibility of having a BRTA bus on an advertisement for Sheffield Plastic depicting a broken window. The Board decided to not proceed as it could have negatively perceived notions that could lead to bad exposure.

13) NEXT MEETING DATE/TIME

August 27, 2015 at 4:00 pm

14) ADJOURNMENT

Mr. O'Grady made the motion to adjourn. Ms. Carmel seconded the motion.