

**BERKSHIRE REGIONAL TRANSIT AUTHORITY  
MEETING OF THE ADVISORY BOARD**

November 20, 2014  
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; Jeanne Carmel, Hinsdale; Peter Gallant, Lanesborough; Sandra Lamb, North Adams; Leonard Lipton, Pittsfield; Rene Wood, Sheffield; Craig Berger, Stockbridge; and Brian O'Grady, Williamstown.

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

Mike Ouellette, Adams; Lucy Prashker, Alford; Mark Webber, Cheshire; Thomas Webb, Clarksburg; Bruce Turner, Egremont; Glenn Burnick, Florida; Sean Stanton, Great Barrington; Ronald Giancola, Lee; Scott Laugenour, Lenox; Wayne Burkhart, Monterey; James Lovejoy, Mount Washington; Donald Hawley, Otis; Alan Hanson, Richmond; Mike Case, Washington; Leslie Bird, Windsor.

Also present: Robert Malnati, Ana-Lisa Parise- BRTA staff; Doug Roelfs- BTM, Jonathan Levine- Pittsfield Gazette, Fred Conyers and Patti Annechiarico.

	Voting Shares	Present	
Adams	2.14	0.00	
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	35.19 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	0.00	
Sheffield	1.01	1.01	
Stockbridge	2.57	2.57	
Washington	1.00	0.00	
Williamstown	2.38	2.38	
Windsor	1.01	0.00	

1) **ROLL CALL**

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

2) **MINUTES OF OCTOBER 2, 2014 MEETING- VOTE**

Ms. Wood made a motion to accept the minutes from the October 2, 2014 meeting. Mr. Elovirta seconded the motion, which passed unanimously.

3) **ADMINISTRATORS REPORT**

Mr. Malnati stated the staff had lunch in the office for Gary's last day. Kirk came over in his wheelchair and visited with Gary before he left. We shared lots of laughs.

Mr. Shepard left the whole staff handwritten notes before he left, and stated if anyone needed him to give him a call.

4) **CASH REPORTS FOR SEPTEMBER 2014- VOTE**

Ms. Wood made the motion to accept the cash reports for September 2014. Ms. Cherry seconded the motion, which passed unanimously.

5) **BUDGET YTD**

Mr. Malnati mentioned we are using the same format as we been using prior. There is 1 month of data added to the report.

Charlie Cards have been going well. The amount of stored value is greater than the passes used for the period.

Chaircar, ADA and Paratransit budget as a whole has an increase of 7%. The expenses have increased 6.7%. HST budget has increased 40% for PT1/ Medicaid trips. That is for dollars in and out. We pay our vendors and then get reimbursement from the state.

Mr. Malnati stated the budget is fairly well.

6) **RIDERSHIP YTD**

Mr. Malnati gave an overview of the Ridership. All and all Ridership continues to be at flat. Fixed Route, Paratransit is down 6%, COA's are doing less trips, Wheelchairs are up 30% and DMA is up 44%.

We still continue to include the Fixed Route Performance Measures. You can go online anytime and it shows the Maintenance of the Buses, Customer Complaints, Preventable Accidents, Scheduled Trips, Bike and Wheelchair Passengers, On Time Service and Passengers Per Mile.

**7) ADMINISTRATOR SEARCH COMMITTEE RECOMMENDATION- VOTE**

The search committee members included Ms. Lamb, Mr. Gallant, Mr. Berger and Mr. Lipton.

Ms. Lamb explained eight candidates applied for the position and three finalists were interviewed.

Ms. Lamb stated the three finalist included: a gentleman that resides in East Longmeadow that works in the MBTA Paratransit program, a woman from Maryland that is an Assistant Manager of Loudoun County Commuter services, and Mr. Malnati who is currently the Assistant Administrator here at the BRTA.

The search committee members felt all three candidates were good but felt Mr. Malnati was the best choice for the job. The other two candidates did not have the knowledge that Mr. Malnati has of the programs the BRTA has been focusing on.

Ms. Lamb noted that Mr. Malnati has worked for the BRTA for 12 years and is familiar with all of the programs from the ground up.

Ms. Lamb proposed with board approval, this position would become effective December 1, 2014, with a 10% salary increase, another 5% increase in four months along with the use of the BRTA vehicle that Mr. Shepard previously used.

Ms. Cherry asked the details of Mr. Malnati's proposed salary. Ms. Lamb explained with the 5% increase, Mr. Malnati's annual salary would be \$84,315.

Ms. Cherry asked how this proposed salary compares to the other RTA's. Ms. Lamb explained it is towards the bottom of the list.

Mr. Lipton stated it gives the board a lot of room for the future.

Ms. Cherry stated she likes the idea of promoting from within.

Mr. O'Grady made a motion to accept the Search Committee Recommendation to appoint Mr. Malnati as the new BRTA Administrator effective December 1, 2014. Ms. Wood seconded the motion, which passed unanimously.

**8) OLD BUSINESS**

None discussed

**9) NEW BUSINESS**

Ms. Lamb introduced Mr. Doug Roelfs. Mr. Roelf is the new Assistant General Manager for Berkshire Transit Management (BTM).

Mr. Gallant mentioned it would be a good idea to do a meet and greet for Mr. Malnati with members from the Berkshire Legislative Delegation as well as the Chamber of Commerce.

**10) NEXT MEETING DATE/TIME**

January 29, 2014 at 4:00 pm

**11) ADJOURMENT**

Ms. Carmel made the motion to adjourn. Ms. Cherry seconded the motion, which passes unanimously.