

BERKSHIRE REGIONAL TRANSIT AUTHORITY  
MEETING OF THE ADVISORY BOARD

April 7, 2016  
4:00 PM  
BRTA Intermodal Transportation Center  
One Columbus Avenue, Pittsfield, MA 01201

MINUTES

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

William Elovirta, Becket; John Boyle, Dalton; William Cooke, Great Barrington; Jeanne Carmel, Hinsdale; Peter Gallant, Lanesborough; Sandra Lamb, North Adams; Leonard Lipton, Pittsfield; and Brian O'Grady, Williamstown.

**Mr. Boyle, Dalton, arrived after the voting was complete.**

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

Jeffrey Snoonian, Adams; Lucy Prashker, Alford; Mark Webber, Cheshire; Carl McKinney, Clarksburg; Bruce Bernstein, Egremont; Glenn Burdick, Florida; Marianne Somes, Lanesborough's Disability Representative; Ronald Giancola, Lee; Ed Lane, Lenox; Steven Weisz, Monterey; James Lovejoy, Mount Washington; Donald Hawley, Otis; Gary Stergis, Peru; Alan Hanson, Richmond; Nadine Hawver, Sheffield; Stephen Shatz, Stockbridge; Mike Case, Washington; and Douglas McNally, Windsor. Also present: Robert Malnati, Sarah Vallieres, and Barbara White - BRTA staff; Kirk Dand - BTM; Clete Kus- BRPC; and Tobias Casey - Anteris.

	Voting Shares	Present	
Adams	2.18	0.00	
Alford	1.00	0.00	
Becket	1.04	1.04	
Cheshire	2.05	0.00	
Clarksburg	1.00	0.00	30.50 shares
Dalton	2.07	0.00	needed for
Egremont	1.00	0.00	quorum
Florida	1.00	0.00	
Great Barrington	3.76	3.76	34.47 present
Hinsdale	1.32	1.32	
Lanesborough	2.68	2.68	
Lee	3.90	0.00	
Lenox	3.18	0.00	
Monterey	1.00	0.00	
Mt. Washington	1.00	0.00	
North Adams	4.48	4.48	
Otis	1.00	0.00	
Peru	1.00	0.00	
Pittsfield	18.86	18.86	
Richmond	1.01	0.00	
Sheffield	1.02	0.00	
Stockbridge	2.62	0.00	
Washington	1.00	0.00	
Williamstown	2.33	2.33	
Windsor	1.00	0.00	
<b>Disability Community</b>	<b>1.00</b>	<b>0.00</b>	

1) **ROLL CALL**

Meeting was called to order at 4:00 PM.

2) **MINUTES OF DECEMBER 3, 2015- MEETING- VOTE**

Ms. Carmel made the motion to accept the minutes of the December 3, 2015 meeting. Mr. Lipton seconded the motion, which passed unanimously.

3) **ADMINISTRATOR'S REPORT**

**STATE**

The Governor's draft budget listed FY 17 funding at \$80 million for the RTAs. Last year the legislature overrode the Governor's budget for the RTAs \$80 million to fund at \$82 million. For BRTA, it was about an additional \$62,000. Currently the RTA's should be at \$84.1 million because of the incremental increases each year. Mr. Malnati has a meeting Tuesday at the Transportation Building which this override will be on the agenda.

**LEGISLATIVE OUTREACH**

Ms. Vallieres and Mr. Malnati met the legislative delegation at the annual Legislative Luncheon in Boston. The discussion focused on the future of transportation. A tour of the State House was provided by Representatives Farley-Bouvier and Cariddi. Mr. Malnati mentioned the tour was magnificent.

BRTA hosted a local meeting in February with the Berkshire delegation. Sandra Lamb, Leonard Lipton, and Peter Gallant attended, along with Steve Como from Soldier On. The discussion concentrated on the URS study, specifically finding future funding for later evening service and Sunday service. The Sunday service was focused on as it is less cost.

**RFP**

BRTA issued a RFP in October, for a single vendor to manage and operate both the fixed route and paratransit service beginning July 1, 2016. The current provider of the fixed route service was the only entity to submit a response prior to the deadline. BRTA did have another company submit after the deadline, but was returned unopened. The review committee interviewed, made a recommendation to the Administrator, and a letter of award was sent to First Transit. The current paratransit contract operated by County Ambulance will expire on June 30th. They will meet with Kirk's staff to help make the transition smooth. It will be an amicable relationship as County still does work for the HST program and will continue the billing for the current paratransit program through August.

Another RFP was issued in December for Auditing and Accounting Services. The incumbent company was the only entity to submit a response prior to the deadline. The review committee made a recommendation to the Administrator and a letter of award was sent to Adelson & Company to cover all work through

FY 18. Again, another company submitted a response after the deadline, which was returned unopened.

#### **VACANT SPACE**

BRTA has been negotiating with Tobias Casey, CEO, of Anteris Solutions, to lease the vacant second floor space at the BRTA. The draft contract is currently between both legal teams. The contract is for 5 years, with a reduced rate the first two years, as they will be upgrading the space. The third year, the rent will increase. Over a 5 year span, the rent will be in excess of what BCC paid. Mr. Gallant asked how many square feet the vacant space is to which Mr. Casey replied, 3100 square feet. Mr. Cooke inquired what kind of business Anteris Solutions is, to which Mr. Malnati replied a local IT company.

#### **4) NEW TENANT – VOTE**

Mr. Gallant made the motion to accept Anteris Solutions as the new tenant for the vacant space on the second floor of the BRTA. Mr. Lipton seconded the motion, which passed unanimously; in which Mr. Casey replied, "thank you".

#### **5) CASH REPORTS FOR OCTOBER 2015 – FEBRUARY 2016 – VOTE**

Ms. Carmel made the motion to accept the cash reports from October 2015 – February 2016. Mr. Elovirta seconded the motion, which passed unanimously.

#### **6) BUDGET YTD**

Mr. Malnati gave a line by line overview of the YTD budget.

#### **7) RIDERSHIP YTD**

Mr. Malnati provided an overview of the ridership. Fixed Route is up almost 2.5% as there was an extra day of service, February 29<sup>th</sup>. Overall paratransit is down, Chaircar is down but the ADA service is up from the previous year. Wheelchair ridership on the fixed route continues to grow, and bicycles are up 25%. The bicycles could be due to lack of later evening service. If BRTA extends evening service, there will be a focus on watching the trends of bicycle ridership. BRTA HST Brokerage ridership is up.

#### **8) OLD BUSINESS**

None discussed

**9) NEW BUSINESS**

Mr. Boyle asked what the status was on the proposed shelter on Curtis Avenue in Dalton. Mr. Dand stated he hasn't heard anything more on it. The request came out and BRTA does have a shelter but there needs to be a pad and to find out where the water and gas mains are. Mr. Boyle asked whose responsibility is the pad, the town or BRTA. Mr. Malnati stated BRTA and the town would have to work together and have a collective discussion.

Mr. Malnati explained the disabled representative for Lanesboro will not be serving on the Board any longer. The next town in line will be Williamstown and BRTA will send Mr. O'Grady the information.

Mr. Malnati passed out copies of an article on iBerkshire.com regarding the United Way campaign to improve literacy. He met with Kristine Hazzard from the United Way and she left BRTA with a lot of brochures on schedules, travel training, maps, etc. She told Mr. Malnati everywhere she goes, she will make it known all the things BRTA can provide to other communities. BRTA will have a "bookhouse" installed on the concourse downstairs. It is a, "take one and leave one" book program geared to help improve literacy for children under the age of eight. There will be 50 "bookhouses" throughout the county. Mr. Gallant suggested we put a "bookworm with glasses" on the bookhouse to attract the children.

Mr. Malnati stated last month he had the opportunity to attend a Drug & Alcohol Training Program by FTA in California to review BRTA's current program.

**10) NEXT MEETING DATE/TIME**

May 19, 2016 at 4:00 PM at which voting of the 2017 budget and election of officers will occur.

**11) ADJOURNMENT**

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