

BERKSHIRE REGIONAL TRANSIT AUTHORITY
MEETING OF THE ADVISORY BOARD

August 26, 2021

4:00 PM

BRTA Intermodal Transportation Center

One Columbus Avenue Pittsfield, MA 01201

ZOOM BOARD MINUTES

Berkshire Regional Transit Authority Advisory Board Members Present:

John Boyle, Dalton; Tate Coleman, Great Barrington; James Sullivan, Hinsdale; Justin Makuc, Monterey; Sherry Youngkin, New Ashford; Caleb Mitchell, Peru; Sheila Irvin, Pittsfield; Jamie Minacci, Stockbridge; Kent Lew, Washington; Brian O'Grady, Williamstown; and Douglas McNally, Windsor. Sandra Lamb, North Adams arrived during Administrators Report.

Berkshire Regional Transit Authority Advisory Board Members Absent:

Christine Hoyt, Adams; Peggy Rae Henden-Wilson, Alford; William Elovirta, Becket; Edmund St. John IV, Cheshire; Ronald Boucher, Clarksburg; Bruce Bernstein, Egremont; Neil Olson, Florida; Gordon Hubbard, Lanesborough; Andrea Wadsworth, Lee; Marybeth Mitts, Lenox; Jim Lovejoy, Mt. Washington; William Hiller, Otis; Alan Hanson, Richmond; John Tynan, Savoy; Rene Wood, Sheffield; and Rider Representative.

Also present: Robert Malnati, Sarah Vallieres, Barbara White, BRTA staff; Rauley Caine, Accem Scott, BTM/PMB staff; and Clete Kus, BRPC.

	Voting Shares	Present	
Adams	2.30	0.00	
Alford	1.00	0.00	
Becket	1.00	0.00	
Cheshire	2.56	0.00	
Clarksburg	1.00	0.00	34.750
Dalton	2.85	2.85	needed for
Egremont	1.00	0.00	quorum
Florida	1.00	0.00	
Great Barrington	3.25	3.25	37.00 present via
Hinsdale	1.33	1.33	ZOOM at roll call
Lanesborough	2.43	0.00	
Lee	3.48	0.00	42.49 present via
Lenox	3.27	0.00	ZOOM during
Monterey	1.00	1.00	Administrator's Report
Mt. Washington	1.00	0.00	
New Ashford	1.14	1.14	
North Adams	5.49	5.49	
Otis	1.00	0.00	
Peru	1.00	1.00	
Pittsfield	19.00	19.00	
Richmond	1.00	0.00	
Savoy	1.00	0.00	
Sheffield	1.01	0.00	
Stockbridge	2.76	2.76	
Washington	1.00	1.00	
Williamstown	2.67	2.67	
Windsor	1.00	1.00	
Disability Community	1.00	0.00	
Rider Representative	1.00	0.00	

1) **ROLL CALL**

S. Irvin called the ZOOM meeting to order after 4:00 PM. S. Vallieres performed a roll call of the Advisory Board Members who were present on ZOOM.

2) **MINUTES OF THE May 27, 2021 MEETING-VOTE**

Mr. McNally made a motion to accept the minutes of the May 27, 2021 meeting. Ms. Youngkin seconded the motion. Towns were individually called, stated aye with 2 abstentions, and the minutes were passed.

Town	(2) Minutes	(4) FY 2022 Amended Budget				
Dalton	Yes					
Great Barrington	Yes					
Hinsdale	Yes					
Monterey	Abstained					
New Ashford	Yes					
North Adams	-					
Peru	Yes					
Pittsfield	Yes					
Stockbridge	Yes					
Washington	Abstained					
Williamstown	Yes					
Windsor	Yes					

3) **ADMINISTRATOR'S REPORT**

COVID-19

R. Malnati stated the BRTA is still following the TSA guidelines wearing masks in the terminal, on the bus, in the office, and in the hallways. There is an ample supply of masks for our operators and continuing to give masks to customers that need them. Remote work continues to be practiced.

Fixed route service ended the year at 76% of FY 20 ridership and revenue was about 77%. The original budget was forecasted around 70-75%. Year-end Paratransit ridership was above 70% of the FY20 level. July's fixed route ridership of 32,000 is about 70.7% of the FY 20 number and eclipsed the 26,000 for last July. June ridership was about 30,000. BRTA ridership is transitioning in the right direction.

BORROWING

R. Malnati discussed the annual event of short-term borrowing was done in July at 364 days as opposed to 365 days. Usually it's for \$5 million, but this year it was a \$5.1 million note, which was used to pay back the \$5.3 million note that was due. This provides cash flow needed to operate for the next 12 months. The funding from the state and other sources don't come in exactly when needed. This year 3 companies submitted a bid with the award to lowest institution offering a net interest charge of 0.262%.

STATE

R. Malnati explained Governor Baker passed his budget, which was overridden by the House and the Senate. The House and Senate contained a higher RTA funding amount of \$94 million and the Governor vetoed that. The Senate voted unanimously with the House voting 158-1 to override. It is now back on the Governor’s desk. He can choose to go forward with it, or he could choose to veto it again. The House and Senate won’t be back in formal session until September. The middle of September may have a resolution of how much funding BRTA will receive. When the Governor vetoed the line item, there was an allocation formula in there, so he couldn’t distribute funds under the new allocation because that was no longer part of the bill. BRTA has a contract with the state for a funding level from a few years ago and did receive our first payment for that which was 50% of that funding.

HST

The HST contract ended June 30th with MART brokering Berkshire County’s trips. There is a 2-month contract for \$42,000 to complete the billing and audit. The BRTA website includes the phone number, email for the HST office in Boston, and the Governors representative to Western Mass. The audit occurred on the 12th with a of couple issues required clarification and were resolved.

FEDERAL

The Triennial review started at the end of July and is ongoing via Zoom meetings. So far, they have covered Civil Rights, ADA, grant management, and fiscal management. There have been a few hiccups and are planning on the third or fourth week of September for the exit interview.

BUDGET AMENDMENT FY22

The Finance Committee met and discussed the budget amendment in the packet. This included additional information after the budget was created.

4) FY 2022 AMENDED BUDGET – VOTE

R. Malnati provided an overview of the proposed amended budget, which included a better allocation of costs to the proper cost centers. T. Coleman wanted to clarify the decrease in fixed route expenses isn’t a decrease in fixed route services to which R. Malnati agreed.

T. Coleman made a motion to accept the FY 2022 Amended Budget, J. Sullivan seconded the motion. Towns were individually called, all stated aye, and the FY 2022 Amended Budget passed unanimously.

Town	(2) Minutes	(4) FY 2022 Amended Budget				
Dalton		Yes				
Great Barrington		Yes				
Hinsdale		Yes				
Monterey		Yes				
New Ashford		Yes				
North Adams		Yes				
Peru		Yes				

Pittsfield		Yes				
Stockbridge		Yes				
Washington		Yes				
Williamstown		Yes				
Windsor		Yes				

5) **NEW BUSINESS**

None

6) **NEXT MEETING DATE/TIME**

R. Malnati set a date for the next board meeting for September 23, 2021 at 4PM. T. Coleman asked how the fare free week went to which R. Malnati remarked a little shy of 8,700 riders. The revenue difference between last July and this July is about \$3,500. T. Coleman asked what the ridership was the week before and R. Malnati will research that.

7) **ADJOURNMENT**

J. Minacci made a motion to adjourn the Zoom Advisory Board meeting. J. Sullivan seconded the motion which passed unanimously.