

Berkshire Regional Transit Authority
Minutes of the Finance/Audit Committee

May 25, 2017 at 2:30 PM
BRTA Intermodal Transportation Center
One Columbus Avenue, Pittsfield, MA 01201

MINUTES

Berkshire Regional Transit Authority Finance/Audit Committee Members present:

Sandra Lamb, North Adams; Peter Gallant, Lanesborough; and Leonard Lipton, Pittsfield
Also present: Robert Malnati and Sarah Vallieres, BRTA staff

1. **Approval of Minutes for March 23, 2017 -VOTE**

Committee members reviewed the minutes of March's meeting. Ms. Lamb made the motion to accept the minutes, was seconded by Mr. Lipton, and approved by all.

2. **State Budget Update**

Mr. Malnati discussed the State budget, explaining the conference call with the collective RTAs. Governor Baker submitted a budget of \$80 million, but should be \$86.2 million for FY18. The House submitted a budget of \$81 million and the Senate Ways and Means Committee submitted a budget of \$83 million. Last year the RTA's received \$82 million and BRTA had \$81 million collective RTA in the budget.

3. **FY 18 Draft Budget**

Mr. Malnati discussed the FY 18 budget including the assumptions with the Finance Committee: \$84.1 million for RTA funding; level service; no fare increases; 2% staff salary increase; expecting both health insurance and electric rate increase; and fuel is locked in at \$1.75/gallon. Mr. Malnati explained that MassDOT is pushing for fare increases. Ms. Lamb asked about the employee contribution for health insurance. Mr. Malnati stated that it will go from 15% last year to 20% this year. Mr. Gallant asked if FRTA, PVTA, and BRTA could purchase health insurance together to lower costs. Mr. Malnati explained that BRTA uses Scarafoni and they shop around for BRTA. BRTA's health insurance includes BTM.

Mr. Malnati spoke of the passenger fare projection. At year end, the farebox revenue should be around \$700,000. Spectrum Health Systems will be providing bus passes for their clients and will increase ridership. BRTA was conservative with this amount. Mr. Malnati discussed ridership of the different programs and explained the budget to the Finance Committee.

Mr. Gallant asked about the idea of revenue generated from solar fields. Mr. Malnati shared that BRTA has expressed interest in solar panels on the parking facility roof and BRTA would receive that rent. Mr. Malnati also discussed the reorganization of the Administrative Office. Ms. Wood is moving to South Carolina, Ms. Parise would supervise HST and Paratransit, and BRTA is looking to hire for the Information Center. Mr. Gallant asked about the pension plan for Ms. Wood as she will no longer be employed by BRTA. Mr. Malnati said that she would be considered employed by BRTA for the pension plan at the time of the pension census.

At the board meeting, the Finance Committee will vote on the BRTA budget and will vote on the draft HST budget. The HST budget will be an updated amendment at the next board meeting in September. The HST budget revenue will equal the expense.

Old Business

No old business.

4. **New Business**

No new business.

5. **Next Meeting**

The next meeting will be mid-September 2017 and will be coordinated with the auditor.