

Berkshire Regional Transit Authority  
Finance/Audit Committee

May 23, 2022 at 1PM

In Person, BRTA Board Room, 1 Columbus Ave, Pittsfield MA 01201

**Berkshire Regional Transit Authority Finance/Audit Committee Members present:**

Sheila Irvin, Pittsfield; Sandra Lamb, North Adams; and Douglas McNally, Windsor

Also present: Robert Malnati and Kaylyn Hunkler.

No members of the public were present

1. **Approval of Minutes for April 25, 2022 -VOTE**

The Finance Committee members reviewed the minutes of the April 25, 2022 meeting.

Motion made by Douglas McNally (Windsor)

2<sup>nd</sup> by Sheila Irvin (Pittsfield)

All in favor. None opposed.

Motion passed unanimously.

2. **FY 23 Draft Budget Assumptions- Bob**

Robert (Bob) Malnati reviewed the FY23 Draft Budget, highlighting:

Revenue, Fixed Route fares continue to return to pre-Covid19 levels. Bob explained the format of the new route schedules that will include connections for rider clarity.

Paratransit Fares and ridership continues to increase. Advertising revenue is stable.

Non-Transportation revenue includes rent. We have a two-year lease with Anteris.

Amtrak funding is returning to pre-Covid-19 levels, Peter Pan docking fee will continue

for FY23. Maintenance revenue, BTM (operating company) has expense. Local

Assessments annual 2.5% increase. State Funding is the net effect of a loss of

discretionary funding for evening service and in increase of State Contract assistance

(estimated collectively for the RTAs at \$94 million as compared to \$87 million in FY22).

Federal Funding includes our rural (5311), regular operation (5307) and all remaining

CARES, CRRSSA and ARPA funding.

Administrative expenses, BRTA wages have a budgeted 4% increase. Fringe benefits

have an estimated 15% increase in health insurance premiums. Pension is estimated to

be a \$175,000 for both Administration and Paratransit. Utilities are down due to change

in phone providers and consolidation of phone plans. Insurance is public liability policy.

Interest is budgeted at 2% of \$5.1 million (was 1% in FY22). Allocation of indirect costs

to HST is no longer relevant.

Fixed Route expenses, management fees are a contracted increase, professional

services are reduced as there will be no Scheidt & Bachmann (farebox software)

maintenance fee this year, utilities small increase in modem plan, operations decrease in

number of drivers, but increase in wages nets a small increase in overall budget. Some

overhead expenses are reallocated to paratransit expenses.

Paratransit expenses, BRTA wages have a budgeted 4% increase. Fringe benefits have

an estimated 15% increase in health insurance premiums. Pension is estimated to be

\$175,000 for both Administration and Paratransit. Material small reduction. Operating

costs increase is an allocation of Fixed Route expenses to Paratransit, and increase to

thirteen operators (from eleven) as well as the contracted hourly wage increase.

HST this contract is no longer applicable and there will be no revenue or costs in FY23.

**3. Draft Budget- VOTE**

Motion made by Douglas McNally (Windsor)  
2<sup>nd</sup> by Sandra Lamb (North Adams)  
All in favor. None opposed.  
Motion passed unanimously.

**4. Old Business**

Douglas McNally (Windsor) discussed the elimination of the Crane Avenue stop. There is no place to stop except the Oak Hill and old GEAA.

Sandra Lamb asked if the location of the 'Proposed Bus Stop' signs are the final locations of stops. Robert explained that the signs are put in various locations for one or two weeks and then moved. This gives time for public response to the proposed locations.

The Cheshire Selectboard has requested discussion regarding bus traffic through Cheshire and Robert and Rauley Caine Operations GM will attend the May 24, 2022 Cheshire selectboard meeting.

Douglas McNally (Windsor) asked about the relocation of the Daly bus stop shelter. Douglas felt that it was most used by the apartment complex nearby. Robert will check with Rauley for the details of the relocation.

There was general discussion of electric vehicles and questions and information that had been made available by different committees and individuals in the community.

**5. New Business**

Federal operating funding of \$2.8 million has been applied for. These funds will be used partially in FY23 and partially in FY24.

State discretionary funding is included in the Senate Amendments with proposed \$2.5 million to be used for supplement fares of low income riders.

Fuel prices remain volatile. BRTA has no fuel contract as yet.

**6. Public Comments**

There were no members of the public present.

**7. Next Meeting**

The next meeting will be August 29, 2022 at 9 AM with the primary focus of reviewing draft FY22 Audit. Bob will verify with Adelson about this date and time.

Meeting was adjourned at 1:50 PM