

BERKSHIRE REGIONAL TRANSIT AUTHORITY
MEETING OF THE ADVISORY BOARD

January 11, 2024

4:00 PM

BRTA Intermodal Transportation Center, Second Floor Board Room

One Columbus Avenue Pittsfield, MA 01201

ADVISORY BOARD MINUTES

Berkshire Regional Transit Authority Advisory Board Members Present:

Sarah Fontaine, Adams; William Elovirta, Becket; Ray Killeen, Cheshire; John Boyle, Dalton; Melanie Vicneire, Egremont; Rob Reilly, Lanesborough; Mindi Morin, Lenox; Frank Abbott, Monterey; Sherri Youngkin, New Ashford; Tara White, New Marlborough; Sandra Lamb, North Adams; Sheila Irvin, Pittsfield; Nadine Hawver, Sheffield; Jamie Minacci, Stockbridge; Andrew Potter, West Stockbridge; Brian O'Grady, Williamstown; and Douglas McNally, Windsor.

Berkshire Regional Transit Authority Advisory Board Members Absent:

Charles Ketchen, Alford; Jeff Levanos, Clarksburg; Cynthia Bosley, Florida; Benjamin Elliott, Great Barrington; Sherman Derby, Sr., Hancock; Earl Peck, Hinsdale; Andrea Wadsworth, Lee; Eric Mendelsohn, Mt. Washington; Brandi Page, Otis; James Welch, Peru; Alan Hanson, Richmond; Andrew Provost, Savoy; Kent Lew, Washington; and Brian Morrison, Rider Representative.

Also, present: Robert Malnati, Sarah Vallieres, and Barbara White, BRTA; Rauley Caine, Accem Scott, and Roberto Quintos, BTM; Patti Annechiarico; Nate Bueller, BIO; Anuja Koirola, BRPC; and one other attendee.

	Voting Shares	Present	
Adams	3.0138	3.0138	
Alford	1.0000	0.0000	
Becket	1.0000	1.0000	
Cheshire	3.7143	3.7143	
Clarksburg	1.0087	0.0000	38.5000
Dalton	2.6029	2.6029	needed for
Egremont	1.0011	1.0011	quorum
Florida	1.0000	0.0000	
Great Barrington	3.5906	0.0000	
Hancock	1.0000	0.0000	56.0141 when
Hinsdale	1.2521	0.0000	called to order
Lanesborough	2.4713	2.4713	
Lee	4.1210	0.0000	
Lenox	5.1519	5.1519	
Monterey	1.0000	1.0000	
Mt. Washington	1.0000	0.0000	
New Ashford	1.1160	1.1160	
New Marlborough	1.0000	1.0000	
North Adams	6.2374	6.2374	
Otis	1.0000	0.0000	
Peru	1.0136	0.0000	
Pittsfield	18.4226	18.4226	
Richmond	1.0000	0.0000	
Savoy	1.0000	0.0000	
Sheffield	1.0748	1.0748	
Stockbridge	3.3046	3.3046	
Washington	1.0000	0.0000	
West Stockbridge	1.0000	1.0000	
Williamstown	2.9023	2.9023	
Windsor	1.0011	1.0011	
Rider Representative	1.0000	0.0000	
Disability Community	1.0000	0.0000	

1) **ROLL CALL**

S. Irvin called the Advisory Board Meeting to order at 4:00 PM stating this meeting will be recorded for the purposes of the notes of the Board Minutes. R. Malnati thanked the new members for attending the meeting and offered an orientation to new members.

2) **CERTIFIED LOCAL ASSESSMENTS, WEIGHTED VOTE REVIEW**

R. Malnati explained the annual certified local assessment and certified financial statement. The community's weighted vote is based upon the assessment for the BRTA service they receive. Pittsfield has the most service, so they have a higher weight. Every community has at least one voting weight. The new weights will be used at the next board meeting.

There was discussion on the specifics of the weights and that the services include both fixed route and paratransit.

3) **MINUTES OF NOVEMBER 30, 2023, MEETING – VOTE**

D. McNally made a motion to accept the minutes of the November 30, 2023 meeting; J. Boyle seconded the motion. R. Killeen; F. Abbott; S. Youngkin; T. White; S. Lamb; and A. Potter abstained. The Minutes of the November 30, 2023 Advisory Board meeting were passed.

4) **MINUTES OF OCTOBER 26, 2023, MEETING – VOTE**

R. Reilly made a motion to accept the minutes of the October 26, 2023 meeting; A. Potter seconded the motion. R. Killeen; M. Vicneire; F. Abbott; S. Youngkin; and T. White abstained. The Minutes of the October 26, 2023 Advisory Board meeting were passed.

5) **ADMINISTRATOR'S REPORT**

R. Malnati asked if there are any questions regarding the Administrators Report from the Advisory Board packet that was emailed to the Board Members. There were no questions.

6) **NEW SERVICE RECOMMENDATION – VOTE**

R. Malnati shared the New Service Recommendations that were presented to the public and would like start this service on February 5, 2024. The public comments were part of the Board Packet. He explained that not all of the changes could be made, due to staffing levels and reviewed the memo "Summary of Planned Fixed Route Service Changes effective 02/05/24". The Budget Overview document shows the adjustment using the total funding of phase 1 and phase 2 evening service and adding this to operating advances. This also shows the Fair Share and State Contract Assistance additional \$1.1M added to the State line and reducing the Federal line to balance the budget.

There was a discussion on the public's desire for evening service.

N. Hawver made a motion to accept the New Service Recommendation as presented. J. Boyle seconded the motion. All stated aye and the New Service Recommendation was unanimously approved.

7) **ADMINISTRATOR'S CONTRACT EXTENSION – VOTE**

S. Irvin stated the Finance Committee met regarding the Administrator's contract. The Finance Committee recommendation to the Advisory Board is for R. Malnati's contract to increase 4% each year of the Administrator's two-year contract.

R. Reilly made a motion to accept the Administrator's Contract Extension. A. Potter seconded the motion. R. Killeen abstained and the Administrators' Contract Extension was approved.

8) **CASH REPORTS OCTOBER AND NOVEMBER 2023 – VOTE**

R. Malnati shared the Cash Reports for October and November 2023.

D. McNally made a motion to accept the Cash Reports for October and November 2023. S. Lamb seconded the motion. All stated aye and the Cash Reports for October and November 2023 were unanimously passed.

9) **RIDERSHIP YTD**

R. Malnati stated fixed route ridership through November was 10% more than last year. The Try Transit Event exceeded the goal of 60,000 riders for a six-week period by 4.6% to 62,791 riders. There will be another Fare Free Event in June and July. Berkshire Regional Planning Commission started to promote outdoor activities with a map that shows if it's near public transit. Hopefully this will help increase ridership of BRTA's routes. Paratransit, in the 6-week period, was up 350 riders from the previous year. Wheelchair transport on the fixed route bus was 1300, up from 800 last year, as well as bicycles. Through November ridership was averaging 1700 riders a day. During the Try Transit event, it was 1900 a day including Paratransit.

10) TOPICS FOR FUTURE ADVISORY BOARD MEETING

There was discussion about creating accessibility to the arts, like Tanglewood. The concern was the bus getting stuck in the large amount of traffic. Each member community could look at what their area offers and how BRTA can service them. Other ideas were pairing up with Mass Audubon; transit to trail connections for bikes and hiking; Sunday Service; Berkshire Flyer; and clean energy discussions for future Board Meetings.

11) NEXT MEETING DATE

R. Malnati scheduled the next meeting on Thursday, March 28, 2024 at 4 PM.

12) ADJOURNMENT

A. Potter made the motion to adjourn and M. Morin seconded. All stated aye and the meeting ended at 4:35PM.

Meeting Materials

- BRTA Advisory Board Packet
- BRTA Public Notice and Agenda
- BRTA Proposed Evening Service Phased Service Change Implementation
- Summary of Planned Fixed Route Service Changes Effective 02/05/24.
- BRTA Budget Overview July 2023-June 2024 Proposed Adjustment
- BRTA Guide to Understanding BRTA Local and Express Bus Services

BRTA Advisory Board Votes from January 11, 2024:

Town	(3) Minutes of November 30, 2023 Meeting	4) Minutes of October 26, 2023 Meeting	(6) New Service Recommendation	(7) Administrator's Contract Extension	(8) Cash Reports October and November 2023
Adams	Yes	Yes	Yes	Yes	Yes
Becket	Yes	Yes	Yes	Yes	Yes
Cheshire	Abstained	Abstained	Yes	Abstained	Yes
Dalton	Yes	Yes	Yes	Yes	Yes
Egremont	Yes	Abstained	Yes	Yes	Yes
Lenox	Yes	Yes	Yes	Yes	Yes
Monterey	Abstained	Abstained	Yes	Yes	Yes
New Ashford	Abstained	Abstained	Yes	Yes	Yes
New Marlborough	Abstained	Abstained	Yes	Yes	Yes
North Adams	Abstained	Yes	Yes	Yes	Yes
Pittsfield	Yes	Yes	Yes	Yes	Yes
Sheffield	Yes	Yes	Yes	Yes	Yes
West Stockbridge	Abstained	Yes	Yes	Yes	Yes
Williamstown	Yes	Yes	Yes	Yes	Yes

FENVA