

Berkshire Regional Transit Authority
Finance/Audit Committee

January 10, 2024

In Person

BRTA Boardroom, 2nd Floor, 1 Columbus Avenue, Pittsfield, MA

Berkshire Regional Transit Authority Finance/Audit Committee Members present:

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

Also present: Robert Malnati and Sarah Vallieres, BRTA.

R. Malnati called the Finance/Audit Committee meeting to order at 10:30 AM.

1. **Approval of Minutes for November 29, 2023 -VOTE**

The Finance Committee members reviewed the minutes of the November 29, 2023 meeting. D. McNally made the motion to accept the minutes, was seconded by S. Irvin, and was approved by all.

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|-------------|----------------------------------|
| Town | 1) Minutes of September 21, 2023 |
| North Adams | Yes |
| Pittsfield | Yes |
| Windsor | Yes |

2. **FY 24 Fare Free Event**

R. Malnati presented the Try Transit Thermometer from downstairs and shared the BRTA exceeded the 60,000 rider goal by 4.6%. The average fixed route ridership for the event was 1934 per day and the 2024 YTD ridership through November is 1712 per day. December's fixed route ridership was 49,800 and Try Transit has had a positive response. Ridership for paratransit was 2300 customers and was 1972 last year. BRTA will have two more Try Transit events in June and July. Promotion of this will begin in May.

3. **FY 24 RTA Funding Update**

R. Malnati discussed the updated BTM summary of planned fixed route service changes and the current operator staffing levels. 2 part-time drivers, 1 full-time driver, and 2 maintenance technicians have been hired. One driver retired. In Phase 1, everything can be done for weekday service with Saturday service only the Route 3 and 921. Due to the public comment period, The Clark Art will become a regular stop rather than a demand stop. BRTA would like to adjust the FY24 budget as the State funding from Fair Share and State Contract Assistance amounts are known. The original budget was \$3.1 million, but BRTA is receiving \$4.3 million. The Federal amount in the budget would be reduced and BRTA would like to add \$276K for the full amount of all service changes.

In discussions with Massachusetts Association of Regional Transit Authorities, Fair Share for FY25 is \$700M less than FY24. The Governor has issued 9C cuts, but transit is not part of this. R. Malnati has copies of this information if anyone wants. The collective RTAs will be asking for \$150M plus 5% cost of living line item from a dedicated fund. The Fair Share amount will fluctuate as it's for education and transportation. The RTAs will be creating a white paper for the legislature on how the money has been spent and why next year's amount is necessary. The increases include labor, cost of living increases, and the sustainability of new bus service.

Discussion: Keeping good data sets on routes to document the impact this has on community members.

D. McNally made a motion to endorse the adjustments as discussed to the Advisory Board meeting on January 11, 2023. Sandy seconded the motion and was approved by all.

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| Town | Endorse Budget Amendments to the Advisory Board |
| North Adams | Yes |
| Pittsfield | Yes |
| Windsor | Yes |

4. Next Meeting

March 28, 2023 at 2:30 PM.

5. Discussion Administrator Contract Extension

R. Malnati asked the Finance Committee to enter Executive Session for the purpose of conducting strategy sessions in preparation for negotiations with nonunion personnel. S. Irvin made the motion to move to Executive Session, was seconded by S. Lamb, and was approved by all.

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| Town | Move to Executive Session |
| North Adams | Yes |
| Pittsfield | Yes |
| Windsor | Yes |

The Finance Committee meeting went into Executive Session at 10:46 AM.

The Finance Committee reconvened at 11:05 AM. D. McNally made the motion to adjourn the Finance Committee meeting, S. Irvin seconded the motion, and the meeting unanimously adjourned at 11:05 AM.

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| Town | Adjourn Finance Committee |
| North Adams | Yes |
| Pittsfield | Yes |
| Windsor | Yes |

Meeting Materials

- BRTA Finance/Audit Committee Agenda
- BRTA Finance/Audit Committee Minutes- September 21, 2023
- BTM Updated Summary of Planned Fixed Route Service Changes
- BRTA Proposed Evening Service FY 2024
- P&L Budget Overview July 2023-June 2024