

**MINUTES OF THE BAT ADVISORY BOARD
AUDIT AND FINANCE COMMITTEE**

January 18, 2018

In Attendance:

Frank Hegarty, Town of Avon

Frank Lynam, Town of Whitman

Michael Dutton, Town of Bridgewater

Reinald G. Ledoux, Jr., Administrator

Linda Sacchetti, CFO

Michael Lambert, Deputy Administrator

Kelly Forrester, Manager of Transit Operations

The meeting was called to order by Mr. Hegarty at 10:15 AM for the purpose of discussing business brought before the Audit and Finance Committee in accordance with the agenda presented and the notice sent out on January 15, 2018.

Mr. Hegarty welcomed the group. He asked if anyone from the public would like to make a comment at this time, there were no public comments. Minutes from the meeting of October 12, 2017 were presented. Mr. Lynam made a motion to accept the minutes and Mr. Hegarty seconded. There was no further discussion and the motion was unanimously passed.

Next item on the agenda was the FY2018 Budget Amendment. Ms. Sacchetti presented the proposed FY18 Budget amendment, she explained that the budget that the Board adopted back in May had \$7,157,685 for State Contract Assistance (SCA), which was a 2.5% increase over the prior year. BAT has since received a contract for SCA for \$6,846,851 that reflects the budget after the Governor's veto. Ms. Sacchetti explained that in order to balance this reduction in SCA, there have been some adjustments made in other line items. The fuel line item has been reduced to reflect the contract that BAT has locked into for the fiscal year and a low price, and interest expense line item was reduced to reflect new known costs. BAT also applied for and was awarded a grant to continue some JARC and New Freedoms services that had been discontinued at the end of FY17. Ms. Sacchetti explained that these changes, along with a few others, were able to offset the reduction in SCA.

Mr. Ledoux added that the fixed route operator is \$180,000 over the budgeted amount for health insurance this year. He explained that they will be making up this gap through attrition. They will be hiring a part time mechanic instead of a full time mechanic, and will also be evaluating hiring a 2nd class mechanic instead of a 1st class.

Mr. Lynam made a motion to support the FY2018 budget amendment. Mr. Dutton seconded and the motion passed.

Mr. Ledoux then discussed the FY2019 budget development. Mr. Ledoux explained that for the past two years, the Governor's budget has provided level funding, which in reality, is more akin to a budget cut as it is expected to have an increase of 2.5% each year to combat inflation. Mr. Ledoux explained that the strategy for building next year's budget was to include a modest increase of 2.5%, even if it looks like the current trend of level funding will continue.

Mr. Ledoux went on to explain that BAT is currently also engaged with Old Colony Planning Council (OCPC) to perform a fare study and equity analysis of a possible fare increase next year. He explained that the last fare increase was almost seven years ago. OCPC's analysis will model possible projected revenues and ridership numbers with a fare increase, and it will also ensure that there is no disparate impact on low-income or minority populations. OCPC is currently wrapping up some public surveys and will be coordinating with BAT to hold several public meetings in the next few months. Mr. Ledoux stated that once this process is done, there will be a recommendation that will be presented to the Board.

There being no more business to bring before the Committee, a motion was made by Mr. Lynam and seconded by Mr. Dutton to adjourn the meeting at 10:55 am.

List of handouts

Agenda

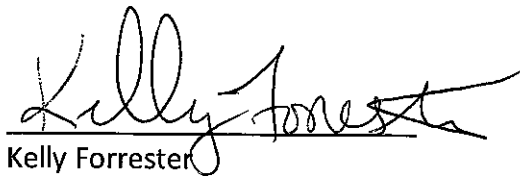
Minutes – 10-12-2017

FY18 Budget Amendment

FY18 Budget Update

FY18 Budget Update Narrative

Respectfully submitted,

A handwritten signature in black ink that reads "Kelly Forrester". The signature is written in a cursive style with a horizontal line underneath the name.

Kelly Forrester
Project Manager for Operations