

BROCKTON AREA TRANSIT AUTHORITY

ADVISORY BOARD MEETING AGENDA

11:00 am, Thursday, January 19, 2017

- 1. Welcome**
- 2. Public Comments**
- 3. Minutes – October 20, 2016** *Chairman*
Executive Session Minutes – October 20, 2016
- 4. Service Update** *RGL*
 - i. Ridership
 - ii. Performance Dashboard
- 5. Financial Update** *LAS*
 - i. FY2017 Budget Update
 - ii. Audit A133
 - iii. Audit Solicitation
- 6. MPO -- Federal Rule** *PCC*
- 7. Administrator's Report** *RGL*
 - i. Health / Dental Insurance
 - ii. Environmental Update
 - iii. Mass DOT Audit
- 8. Old Business / New Business** *RGL*
 - i. Any items not reasonably anticipated to be discussed
- 9. Adjourn** *Chairman*

Meeting Calendar

- April 13, 2017, Thursday, 11:00 am
- May 25, 2017, Thursday, 11:00 am

Note: Invitees are respectfully requested to limit their comments to three minutes understanding the work before the Advisory Board and out of respect for others who may desire to offer comments.

MINUTES OF THE MEETING OF THE BAT ADVISORY BOARD

January 19, 2017

In Attendance:

Frank Hegarty, Town of Avon
Michael Dutton, Town of Bridgewater
Darren Duarte, Designee, City of Brockton
Allan Chiocca, Town of Rockland
Larry Ryan, Town of Rockland
Beverly Harris, Town of Stoughton
Eldon Moreira, Town of West Bridgewater
Frank Lynam, Town of Whitman
Richard Downs, Rider Representative
Cathie Klabish, AFL-CIO Representative
Pat Ciaramella, OCPC
Reinald G. Ledoux, Jr., Administrator
Linda Sacchetti, Chief Financial Officer
Kathy Riddell, Grants Manager

The meeting was called to order by Mr. Hegarty. He welcomed everyone, asked that everyone introduce themselves around the table. He then asked for public comments. There were none offered.

Mr. Hegarty asked for a motion to accept the Advisory Board Minutes of October 20, 2016. Mr. Lynam made a motion and it was seconded by Mr. Moreira. Motion passed unanimously.

Mr. Hegarty asked for a motion to accept the Executive Session Minutes of October 20, 2016. Mr. Lynam noted that he was not listed as being in attendance. Mr. Lynam made a motion to accept the minutes as amended, motion was seconded by Ms. Harris. Mr. Chiocca abstained. All others were in favor.

Mr. Ledoux gave the Board an update on service. He stated that fixed route and paratransit ridership are both down. He referred to the performance dashboard that was provided to the Board in advance and asked if there were any questions. There were none. Mr. Lynam made a motion to receive the performance dashboard and it was seconded by Mr. Chiocca. All were in favor.

Next was a financial recap by Ms. Sacchetti. She directed the Boards attention to the financial statements for the fiscal year through December and highlighted several areas. Mr. Chiocca made a motion to accept the budget as presented and motion was seconded by Mr. Lynam. Motion carried.

Mr. Ledoux explained the extremely late delivery of the A133 Single Audit this year by KPMG but emphasized that there were no deficiencies, findings or recommendations and the Audit Committee had previously accepted the audit. Mr. Ledoux informed the Board of BAT's plans to solicit audit services and an accounting firm to assist with financial statement preparation. BAT will bring the recommendations for new firms to the Audit & Finance Committee in April/May.

Mr. Ciaramella gave the Board a presentation of the recent changes to the Metropolitan Planning Organization regulations released in June. Briefly, it will impact the number of MPOs across the country based on the census delineation of urbanized areas and how the growth in the next 20 years will have to be considered. The governors of each state will have some discretion in the reorganizations and the process will take up to 10 years to fully implement. There will be much more information forthcoming.

Mr. Ledoux gave his Administrator's Report. He stated that BAT expects to move in the future to a "rate saver" health plan to lower the cost of the premiums. He stated that the OPEB plan is funded to 85% level. He gave the group an overview of some potential environmental issues and how they were resolved. Green Environmental and Joe Mech, BAT's procurement manager, did a first rate job of overseeing several matters including the new fuel filling station and bus lifts.

Mr. Ledoux informed the Board of the results of the MassDOT audit. The MassDOT auditor, Jim Logan, performed an extensive audit with particular attention focused on BAT's Internal Controls. This was the first time this type of audit was performed on BAT and Mr. Ledoux congratulated Ms. Sacchetti and her team for their internal control manual which was praised for being "rarely seen so well documented". Mr. Ledoux noted that the Safety and Security Plan also received high marks. Mr. Lynam made a motion to receive Mr. Ledoux's report on the MassDOT audit and the motion was seconded by Mr. Chiocca. All were in favor.

Under Old Business/New Business, Mr. Ledoux asked the Board's permission to provide part-time (those working between 20 and 37.5 hours per week) employees with 8 sick days per year. This would allow for much easier reporting. The Compensation Committee has already ratified the change. Mr. Lynam made a motion to make the personnel change and it was seconded by Mr. Chiocca. All were in favor.


Mr. Ledoux directed the Board's attention to a map of the BAT Intermodal Centre property. He pointed out some city initiatives and retail renovations that are planned for the property including a food truck, bistro type establishment, music gallery, to name a few. These efforts will be directed at the commuters returning home in the evening and the 400+ housing units in close proximity to BAT.

BAT is expecting the delivery of eight new buses by the end of June and the Board will be invited for an unveiling.

Mr. Downs advised the Board of an issue/complaint involving three individuals trying to access the Stoughton bus approximately 6 weeks earlier. The details were taken and information turned over to the Operation Dept. for investigation and resolution.

Mr. Lynam made a motion to adjourn the meeting. Motion was seconded by Mr. Duarte. Meeting adjourned.

Respectfully submitted,



Kathy Riddell
Grants Manager/Compliance