

MINUTES OF THE BAT ADVISORY BOARD

AUDIT AND FINANCE COMMITTEE

September 26, 2019

In Attendance:

Frank Hegarty, Committee Chair, Town of Avon

Frank Lynam, Town of Whitman

Michael Dutton, Town of Bridgewater

Linda Sacchetti, CFO

Michael Lambert, Administrator

Reinald G. Ledoux, Jr., BAT

Kelly Forrester, BAT

The meeting was called to order by Mr. Hegarty at 8:35 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 September 23, 2019.

Mr. Hegarty welcomed the group. No members of the public were present, therefore there were no public comments.

Next, minutes from the meeting of May 23, 2019 were presented. Mr. Lynam made a motion to accept the minutes, Mr. Dutton seconded and the motion carried.

Ms. Jennifer Cook from CliftonLarsonAllen then directed the committee's attention to the audit handout. She went through the whole report pointing out that there were no material weaknesses and that the management team at BAT is very involved and sets clear expectations. Ms. Cook also stated that the GAO and single audit went well and BAT is categorized as a "low risk auditee". General discussion about the Audit followed.

Mr. Lynam made a motion to accept the FY2019 Audit, Mr. Dutton seconded and the motion carried.

Next on the agenda was Local Assessments. Ms. Sacchetti stated that the FY19 certification of Local Assessments was included in the committee's package. She reminded the committee that the assessments are based on actual service provided in the last fiscal year. Mr. Lynam made a motion to receive the Assessments as presented. Mr. Dutton seconded and the motion carried.

Mr. Lambert then gave the Committee an update on the state budget. He described the process of the task force and commended Mr. Ledoux on his work as a Governor appointee on the task force. Throughout this process Mr. Ledoux was able to advocate for the RTA's and bring all the members of the task force to think about things from a different angle. Mr. Lambert stated that one of the results of the task force is a memorandum of understanding (MOU) between MassDOT and each RTA. He directed the committee's attention to the MOU in the package. Mr. Lambert

explained that the MOU contains performance measures that will be reported to MassDOT quarterly and revisited each year.

Mr. Ledoux informed the Committee that BAT is currently in the process of procuring additional accounting services for use on an as needed basis.

Next, Mr. Lambert talked about the discretionary grants, CRTP and service expansion. He discussed the possible grants that BAT will be applying for through MassDOT's discretionary grant program. Mr. Ledoux mentioned that some of these projects might stem from needs already identified in BAT's CRTP.

Mr. Lambert then gave an update on First Transit. He stated they have made good progress and BAT has been focusing on additional services a nationwide firm like First Transit can provide.

Mr. Lambert then discussed the MassDOT Audit. He informed the committee that the audit was finalized and that the only recommendation in the report was for the MBTA to settle CharlieCard monthly payments quicker.

Next, Mr. Lambert discussed the Paid Family Medical Leave Act (PFMLA). He said that the private contractors will all be adopting the regulation to provide paid leave. BAT is not subject to this regulation and has decided not to opt-in at this time. Mr. Lynam made a motion to acknowledge that BAT is not opting in to the PFMLA at this time. Mr. Dutton seconded and the motion carried.

Under New Business, Mr. Lambert discussed two-way Main Street in Brockton. The City has undertaken a study to return Main Street to two-way traffic. Mr. Lambert stated that this would be a great step for the city, but with so many routes travelling down Main street, it is sensible for BAT to study what the impacts of a two-way main street on its service would be and how to best service downtown if that happens.

Motion was made by Mr. Lynam and seconded by Mr. Dutton to adjourn the meeting. Meeting adjourned at 10:03 am.

Respectfully submitted,

Kelly Forrester - BAT

List of handouts

Agenda

Minutes – 5/23/19

GAO uniform guidance reports

Financial Statements

MassDOT Audit - Final

MassDOT MOU

Local Assessments

Audit Presentation - CLA