

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

April 12, 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

Allen Karon, Member of the Public

The meeting was called to order by Mr. Hegarty at 10:10 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 April 6, 2018.

Mr. Hegarty welcomed the group. He asked if anyone from the public would like to make a comment at this time.

Allen Karon, a resident of Canton made remarks regarding Stoughton service and the current funding levels. He stated that he had a conversation with Mr. Ledoux about potential additional service levels for the Stoughton route and he wanted to say that he supports that. Mr. Karon also said that he realizes current funding levels are an issue, but he would also like to see some sort of Sunday service in Stoughton, even if it was at the higher MBTA fare.

There were no other public comments.

Next, minutes from the meeting of January 18, 2018 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 Update. Mr. Ledoux stated that he wanted to commend the Controller of the operating company. Under the new management contract, she has had to accelerate her reporting deadlines which has helped BAT prepare for the Board meeting. Ms. Sacchetti referred to the handout in the Board package. She stated that there were not a lot of changes from last meeting. Ms. Sacchetti referred to the handout for the budget update and said that this was based on the amended budget that was approved at the October meeting. Fare revenues are affecting the revenues the most. They are showing an unfavorable condition to revenues. This is due to lower ridership in all modes. Ms. Sacchetti did point out that BAT has recently awarded a contract for a tenant in the BAT Centre to provide vending machines, as well as additional advertising revenue that is expected in the last quarter.

Mr. Ledoux added that he wanted to commend MassDOT. In this year's capital plan, there would be some "leftover" monies. Through discussions with MassDOT, they allowed the use

of funds to be used to a pedestrian crosswalk improvement as well as some pavement repairs. Mr. Lynam asked if that would still keep BAT in line with the budget this year and Mr. Ledoux answered that it would.

Next, Mr. Ledoux discussed Local Assessments. He stated that the draft numbers were provided in the package. Ms. Sacchetti added that it shows an overall increase of 2.5% and that the total number ties in with the Approved FY18 budget.

Mr. Ledoux then discussed the draft FY19 budget. He explained that it is required that BAT present a budget to the Board by April 15th. Three versions of the budget were sent to the Board in the Board package based on the information that was available at the time. The three versions represented different modest increases in the House Budget. One at 88 million, one at 84 million and one at 82 million. Mr. Ledoux explained that if the House Budget came out at 88 million, BAT would be able to implement additional Stoughton service, reinstitute the maintenance co-op program, maintain current level of service and perhaps expand service for DAB to be able to overlap some Ride service area.

Mr. Ledoux stated that the House Budget came out at level funding for the RTA's. While the RTA's will be working with the legislators to try to increase this line item, Ms. Sacchetti has prepared a budget for FY19 that reflects level funding.

Mr. Ledoux referred to the FY19 budget supplied to the Board. He pointed out that there is a modest increase in fare revenue since BAT has started the fare increase process and expects to raise fares in FY19. He explained that if the House Budget remains at level funding, there is a chance that BAT will have to implement some service reductions, in which case, we would see a decline in ridership.

Mr. Lynam made a motion to accept the FY2018 budget update, the FY2018 Assessments and the FY2019 Draft Budget. Mr. Dutton seconded. There was no further discussion and the motion was unanimously passed.

Next on the agenda was the Fare and Service discussion. Mr. Ledoux restated that BAT is currently in the process of fare increase and service reductions. These processes both require public meetings in accordance with BAT's Public Hearing Policy. BAT has engaged Old Colony Planning Council to perform a Fare and Service analysis to ensure that there is not a disparate impact or disproportionate burden on the Minority or Low Income Population. Mr. Ledoux stated that BAT has also started its public hearing process and will continue to hold hearings through the month of April.

Mr. Ledoux then discussed the next item on the agenda, Financial Plan. Mr. Ledoux explained that in the past, BAT would provide documentation to MassDOT as part of Program Preview. The documents that were provided included a five year financial plan. Mr. Ledoux stated that it is BAT's intent to return to using those documents as its official five year financial plan.

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 10:47 am.

List of handouts

Agenda

Minutes – 01/18/18

FY18 Budget Update

FY18 Budget Estimated Assessments

FY19 Draft Budget

Public Meeting Notice

Potential Service Reductions

Potential Fare Increase

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kelly Forrester", is written over a horizontal line.

Kelly Forrester

Project Manager for Operations