

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

May 21, 2018

In Attendance:

Frank Hegarty, Town of Avon

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 8:40 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 May 17, 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.

Next, minutes from the meeting of April 12, 2018 were presented. Mr. Dutton made a motion to accept the minutes and Mr. Hegarty seconded. There was no further discussion and the motion was unanimously passed.

Mr. Ledoux then gave an update on the State Budget. He stated that the Governor's budget was released with \$80.4 million for the RTA's and the house then provided a budget at \$80 with an additional \$2 million for "troubled agencies". The budget is currently in the Senate and is expected to have a modest increase and still include a small amount to be given to MASSDOT to distribute among the RTA's.

Next item on the agenda was the FY2018 Budget Update. Mr. Ledoux stated that BAT is expecting to be favorable to budget at year end. Ms. Sacchetti has been working with the contractors to ensure that ongoing operating and maintenance is not being held off for any reason and is being completed prior to June 30th. Ms. Sacchetti stated that revenues are expected to be unfavorable to budget due mainly to reduced ridership, however expenses are expected to be favorable to budget at year end. She stated this is due to savings on the fuel and fixed route contract line items. Mr. Hegarty asked if BAT has seen a marked improvement with the new management company. Mr. Ledoux responded that it is still too early to tell, there have been some improvements in the area of parts ordering but will see in the next year how they face challenges like health insurance and additional training.

Mr. Dutton made a motion to accept the FY2018 budget update. Mr. Hegarty seconded. There was no further discussion and the motion was unanimously passed.

Mr. Ledoux discussed service and fare recommendations. He referred to the handouts in the package that contained public comments, proposed fare increase and proposed service reductions. He explained that BAT held multiple public meetings to discuss these changes.

BAT utilized employees that were able to speak Haitian Creole, Spanish and Portuguese at the meetings and received numerous comments from non-english speakers. The comments received on the fare increase reflect that most people did not see it as undue or a burden. Mr. Hegarty moved to support the fare increase as presented. Mr. Dutton seconded and the motion passed.

Service reductions were discussed next. Mr. Ledoux explained that BAT received most of its comments regarding service reductions, but no one proposed reduction received much more than another. ** board votes to support administrator to implement or delay service cuts dependent on state budget and funding levels.

****UBER discussion****

Next Mr. Ledoux directed the Boards attention to the parking rate increase handout. He stated BAT is planning to

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 – 04/12/18

FY18 Budget Update

FY18 Budget

Potential Fare Increase

Potential Service Reductions

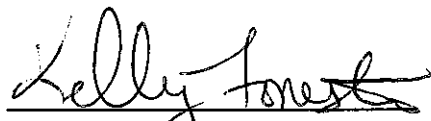
Public Comments

Service Reduction forecasts with comments

Parking rate increase

FY19 Draft Budget

Respectfully submitted,



Kelly Forrester

Project Manager for Operations