

## **MINUTES OF THE MEETING OF THE BAT ADVISORY BOARD**

May 25, 2017

In Attendance:

Darren Duarte, Temporary Designee for Mayor, City of Brockton

Frank Hegarty, Town of Avon

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

Reinald G. Ledoux, Jr., Administrator

Linda Sacchetti, Chief Financial Officer

Kelly Forrester, Manger of Transit Operations

Kathy Riddell, Grants Manager

The meeting was called to order by Mr. Hegarty. He welcomed everyone and asked for public comments. There were none offered.

Mr. Hegarty asked for a motion to accept the Advisory Board Minutes of April 13, 2017. Mr. Lynam made a motion and it was seconded by Ms. Harris. Minutes were approved as presented.

Mr. Ledoux gave the Board an overview of ridership statistics. He stated that the fixed route and paratransit ridership was down as is the trend across the state. However, BAT's decrease is not nearly as severe as several other RTAs in Massachusetts.

Next, Mr. Ledoux directed the Board's attention to the performance metrics provided in the Board packages. He noted that BAT is meeting its standard in all areas. He also pointed out the improvement since the first of the year in the maintenance department. BAT will be having its strategic planning meeting over the summer and will present updated standards and goals at the next Board meeting. Mr. Hegarty asked for a motion to accept the performance metrics. Motion was made by Mr. Lynam and seconded by Allan Chiocca. All were in favor.

Mr. Ledoux informed the Board that BAT has been working with Scheidt & Backmann to upgrade the fare collection system to accept a reduced student pass similar to the senior pass. Program would be a beta test for one year. BAT anticipates a soft-roll out of the program in August. Motion was made by Mr. Moreira to accept the pass program and it was seconded by Mr. Duarte.

Next, Mr. Ledoux explained the City of Brockton's short-falls in budget funding and its exploration of expanding the circle of student walkers. It is anticipated that approximately 850 students will be affected. In addition to offering the reduced student pass, BAT would like to provide additional service to the impacted routes. Cost to add approximately three (3) peak vehicles would be approximately \$250,000 which is reflected in the FY18 budget. The City would pay an increased assessment for 50% of the cost. Mr. Ledoux noted some of challenges the system would face with implementation and also pointed out a number of outreach efforts to educate the children and their parents. Mr. Duarte stated that all of the school programs, with the exception of special education, are on the table for possible reductions due to state funding constraints. He expressed his appreciation to BAT for providing this opportunity for the students and community as a whole. Mr. Hegarty stated he would accept a motion to approve new service for the City of Brockton, should the city eliminate a zone, zones or school bus routes, or if there is a need to add service to changing demand. Mr. Lynam made the motion and it was seconded by Ms. Harris. Motion carried unanimously.

Ms. Sacchetti presented the Board with BAT's DBE goals for FFY 2018 – 2020. She stated that the goal is 3.1 percent of funds expended and explained the statistics utilized to determine the goal. Mr. Lynam made a motion to accept the DBE goal as presented by BAT's CFO. Motion was seconded by Mr. Chiocca. All were in favor.

Next, Mr. Ledoux gave the Board an update on federal and state budgets. He distributed a handout of APTA's "Legislative Alert" for the Board's perusal. He also gave an overview of the state budget and its potential impact on BAT.

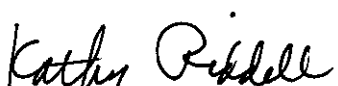
Item #6 on the agenda was a discussion of BAT's FY 2017 budget update. Mr. Ledoux stated that BAT and its operators are currently under budget for FY17 and gave a description of reasons. For FY 2018, Mr. Ledoux noted the changes in the budget from the previous year. Mr. Ledoux also highlighted the potential new service related to the City of Brockton and the position of Deputy Administrator that were previously discussed at the last Board meeting and Finance and Audit Committee meetings. He also brought the Board up to date on several capital projects and their progress, including the renovations to the BAT Centre. Mr. Hegarty said he would accept a motion to accept the FY 2018 Budget as unanimously recommended by the Finance and Audit Committee. Mr. Lynam made the motion and it was seconded by Mr. Moreira. Motion passed.

Next was a report from the Audit & Finance Committee and Compensation Committee. Mr. Ledoux directed the Board's attention to the memo contained in the packet about the Administrator's Goals – Areas of Added Emphasis Report on Fiscal Year 2017 Goals. The memo highlights the development of a succession plan for BAT's leadership team, a new marketing campaign, work with MassDOT related to service improvements identified in the Comprehensive Regional Transit Plan and continued development of a framework to create a Safety Management System. Mr. Hegarty and Mr. Ledoux presented a draft organizational chart identifying the position of Deputy Administrator and returning the General Counsel's position to the chart as direct reports to the Administrator. Mr. Hegarty asked for a vote to set the Administrators salary at \$144,525 and the CFO's salary at \$99,236 effective July 1, 2017. Mr. Chiocca made the motion to approve the salary of the Administrator and CFO and organizational chart changes as recommended by the Audit & Finance Committee and Compensation Committee. Motion was seconded by Mr. Lynam. All were in favor.

Under the Administrator's Report, Mr. Ledoux reported that BAT will continue to dispose of outdated property. There will be between 12–15 vehicles that will be disposed. Some may be transferred to another transit agency(ies). Two may be offered to the Country of Haiti. All vehicles are beyond their useful life. If there were no objections, Mr. Ledoux said he would move forward with the dispositions. No objections were voiced by the Board. Mr. Downs asked about the International cutaways, noting some problems surrounding the high steps, experienced by members of the Stoughton community and disabled. BAT has heard similar complaints about their accessibility. Mr. Ledoux said those two vehicles will be taken out of service in July and given to the Metro West Regional Transit Authority.

There being no other Old Business / New Business, Mr. Lynam made a motion to adjourn. Motion was seconded by Mr. Chiocca. Meeting adjourned.

Respectfully submitted,

  
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Kathy Riddell,  
Grants Manager/Compliance