

MINUTES OF THE BAT ADVISORY BOARD

AUDIT AND FINANCE COMMITTEE

May 21, 2020

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

Kelly Forrester, BAT

The virtual meeting was called to order by Mr. Hegarty at 11:00 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 15, 2020.

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

Next, minutes from the meeting of April 13, 2020 were presented. Mr. Lynam made a motion to accept the minutes, Mr. Dutton seconded and the motion carried.

Mr. Lambert gave an update on CARES Act funding. He stated BAT completed a split letter agreement with the MBTA and 9 other RTA's. BAT will receive a little over \$9 million that will be critical to maintaining the service and workforce.

Next, Ms. Sacchetti presented the amended FY2020 budget. She explained that the overall revenues were reduced, mainly due to COVID 19 reduced schedules and response. Ms. Sacchetti also stated that expenses were reduced for similar reasons. She stated that BAT will be utilizing federal funds to ensure a balanced budget at year end.

Mr. Lynam made a motion to accept the amended FY2020 budget as presented. Mr. Dutton seconded and the motion carried.

Next, Mr. Lambert discussed the FY2021 budget. He stated the approach was to stick with a budget that envisioned a return to full service. Some line items would remain slightly decreased, like DDS, due to not knowing if full service is an option for those programs next year. Mr. Lambert also noted that the BSU line item is reduced. He stated that BAT and BSU have been working together and with the uncertainty of students being on campus or the level of transit services that can be provided, BAT has decided to waive the yearly maintenance fee in order to assist BSU in its budget for next year. Mr. Lambert stated that the budget envisions no layoffs and no reductions to service, and actually includes room to hire to meet new service demands.

Mr. Lambert pointed out that the draft FY2021 budget includes an alternative budget just for discussion purposes. The alternative budget envisions level funding in State Contract Assistance.

Mr. Dutton made a motion to receive the FY2021 budget to be presented to the full Advisory Board and Mr. Lynam seconded. There was no further discussion and the motion carried.

Mr. Lambert informed the Committee that BAT had recently gone out to bid for audit services. There were several proposers and CliftonLarsonAllen (CLA) was decided to be the most qualified. Mr. Lambert recommended awarding the audit service contract to CLA. Mr. Lynam made a motion to accept the recommendation to award CLA with the audit services contract and Mr. Dutton seconded. There was no further discussion and the motion carried.

Next on the agenda was the Covid-19 update. Mr. Lambert gave the committee an overview of all the preparations and actions taken by BAT to protect the public and the workforce. He stated BAT is actively procuring supplies to respond to any changes in public health requirements.

There was no old or new business to be discussed. A motion was made by Mr. Lynam and seconded by Mr. Dutton to adjourn the meeting. Meeting adjourned at 11:41 AM.

Respectfully submitted,

Kelly Forrester - BAT

List of handouts for 4/13/20 meeting

Agenda

Minutes – 4/13/20

FY20 Amended Budget

FY21 Draft Budget