

MINUTES OF THE BAT ADVISORY BOARD

AUDIT AND FINANCE COMMITTEE

January 28, 2021 10:00 AM

In Attendance:

Michael Dutton, Town of Bridgewater

Michael Lambert, Administrator

Linda Sacchetti, CFO

Kelly Forrester, Manager of Transit Operations

Kathy Riddell, BAT

The virtual meeting was called to order by Mr. Dutton, Acting Chair, 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 January 22, 2021. The meeting was being held virtually and being streamed live on BAT's YouTube channel to meet the public meeting engagement requirements.

Mr. Dutton welcomed the group. He asked if there were any public comments. Seeing as there were none, the group moved to the next item on the agenda.

The minutes from the meeting of September 24, 2020 will be held until the next Committee meeting.

Ms. Sacchetti provided the group with a budget update. The budget presented represents six months of data. Revenues are unfavorable to budget by \$137,000. This is due to slower growth in farebox revenue than estimated. Expenses are favorable to budget by approximately \$1,700,000. This is due to fixed route operating on a 30-minute pulse, a reduction in overtime and a few small service adjustments. In addition, the new fuel contract was awarded at less than budgeted. A new budget line item "Emergency Preparedness," has been added to reflect supplies purchased due to COVID-19. BAT does expect to be on-budget by the end of the year.

Mr. Lambert presented a graph of BAT's Revenue/Funding sources. The graph depicts BAT's planned approach to providing service for the next five years. It shows the stability of funding sources five years prior and estimates of funding five years post FY21. He noted that due to the fast paced changes taking place in the transit industry, other services such as more flexible routes and micro transit, through organization such as UBER and Lift are expected to rise as the economy comes back. The steep decline in Commuter Rail service indicates that more people are staying in the satellite cities around Boston and it will be interesting to see if that trend continues.

Under the Administrator's Report, Mr. Lambert stated that the Single Audit was finalized. It had been delayed due to new rulings, but BAT's Audit required no changes. In a process that runs parallel to the Audit, Program Preview was presented to MassDOT highlighting BAT's goals and objectives. MassDOT was please with BAT's response to COVID-19. Program Preview will be provided to the Committee shortly. Additionally, BAT's Comprehensive Regional Transportation Plan (CRTP) will be provided for review and subsequently be released for public review. One of

BAT's goal is to have the Automated Passenger Counters (APCs) installed and active within a couple of months. The data from the system will provide BAT with granular information on a route-by-route basis.

Mr. Lambert told the committee that the State budget process started yesterday and it included cuts to RTAs by \$3,500,000. He expects that to change. Fortunately, The CARES Act and CRRSSA is providing BAT with just over \$9,000,000 and \$2,700,000 respectively to provide operating assistance at this critical time. Mr. Lambert provided the Committee with an overview of the negotiation process regarding federal funds designated for the Boston, NH and RI Urbanized Area.

Next was an update regarding grants. A key funding component is capital grants that allow BAT to put buses on the street that are comfortable, clean and in a state of good repair. The "Winter Street" grant awarded BAT with heaters on the platform under the BAT Centre overhang and ten shelters with solar lighting. This was a new grant opportunity. In addition, under the Community Transit Grant Program BAT received three grants. The first is to provide service outside the ADA corridor in the Towns of Avon and Stoughton. The second part of the award provides service to Rockland that will extend the route to the Rockland/Hingham line going through an industrial park and ending at a park and ride lot where riders can connect with several private bus services. This Rockland service was developed in cooperation with the South Shore Chamber of Commerce. And the third part of the award will provide BAT with (9) nine new buses for paratransit service.

Under Old/New Business, there was none.

Meeting adjourned.

Respectfully submitted,

Kathy Riddell, BAT

List of handouts for 1/28/21 meeting:

1. Agenda
2. Minutes – 9/24/20
3. FY21 Budget Summary
4. FY21 Budget
5. BAT Revenues/Funding Sources 10-year comparison
6. Winter Streets and Spaces Program Award Letter
7. Community Transit Grant Program Award Letter