

MINUTES OF THE MEETING OF THE BAT ADVISORY BOARD

January 12, 2023

In Attendance:

Mayor Robert Sullivan, Chair, City of Brockton	Michael Lambert, Administrator
Frank Hegarty, Town of Avon	Linda Sacchetti, CFO
Dottie Fulginiti, Town of Easton	Kelly Forrester, Manager of Transit Operations
Michael Dutton, Town of Bridgewater	Charles C. Stevenson, General Counsel
Charles Kilmer, Old Colony Planning Council	Kathy Riddell, BAT

Chairman Sullivan called the meeting to order. Mr. Lambert performed a roll call and a quorum was declared. Mayor Sullivan stated that based on Governor Baker's extended declaration of a state of emergency on April 12, 2020, enhanced open meeting regulations were utilized for the meeting. The meeting was being recorded and live streamed on BAT's YouTube video platform to provide a public forum/access. All legal requirements were met.

Chairman Sullivan asked if there were any public comments. There were none. He asked if there were any changes or questions regarding the minutes of the October 6, 2022 meeting. A motion was made by Mr. Hegarty and seconded by Ms. Fulginiti to accept the minutes as presented. Mr. Dutton abstained. A roll call was performed and all were in favor.

Number 5 on the agenda was taken out of order and a financial update for FY23 was provided by Ms. Sacchetti. As she informed the Audit and Finance Committee, the document provided to the Board was reflective of BAT's finances as of the end of November. She stated that, while combined fixed route and paratransit farebox revenues are not favorable to budget, expenses are even further below budget due to the slow recovery from COVID service impacts. A revenue offset will be BAT's share of a \$2.5m state "Try Transit" grant in the amount of \$294,776. This grant will cover fixed route and ADA paratransit fares during the fare-free holidays, November 25th through December 31st. She gave an in-depth overview of the budget line items as outlined in the budget summary. To sum up, Ms. Sacchetti informed the group that BAT has \$14.8m in Federal Operating Assistance through CARES Act, CRRSAA, and ARPA that can be accessed to balance the budget at year end.

Mr. Lambert noted that a portion of the auxiliary revenue was derived from assets beyond their useful life that were disposed. He gave the Board an overview of the disposition process and how the website allows for BAT to accept bids from across the country.

Number 4 on the agenda was a service update. Ms. Forrester stated that ridership is rebounding and at about 70% of pre-COVID levels. The data presented was through December. Mr. Lambert noted that the fare free period from November 26 through December 31 was compared to an average baseline of November statistics. Overall, there was a 1% – 2% increase but if the normal

decline in December ridership is taken into account, there was an increase for the fare free period of about 3% – 4%. The fare free period provided some operational lessons. Ms. Forrester stated that DIAL-A-BAT is also rebounding and at about 70% of pre-COVID. Due to the operator shortage, on-time performance has suffered but DAB is working on bring performance up. Under Safety, Maintenance and Customer Service, metrics are very good.

Mr. Lambert informed the Board of the latest Secret Rider report. BAT has invested in more frequent hiring of a company to review/observe drivers and get a sense of what customers experience. BAT wants to ensure the customer has a positive experience and it gives us a broad view of how the system is functioning overall. Ms. Fulginiti gave the Board an overview of her field trip on the fixed route bus with other members of the Old Colony Planning Council and she summed up the trip as clean, safe, efficient and reliable. She also noted the courteous, professional driver and despite road construction, he was very efficient in getting the bus to and from the Intermodal Centre in a timely fashion. Mr. Kilmer also was impressed with the professionalism and courtesy of the driver.

Next, Ms. Forrester presented the Public Transportation Agency Safety Plan (PTASP). The document was first produced in 2019 and its update is approved by BAT's Safety Committee and the Advisory Board. BAT's Safety Committee is comprised of joint members of management and the labor Union. The plan includes a risk reduction program and changes to the formal performance measures. A copy of the plan was provided in the Boards packet. Chairman Sullivan asked for a motion. Mr. Hegarty made a motion to approve the safety plan as presented. Ms. Fulginiti seconded the motion. A roll was called and all were in favor.

Under the Administrator's Report, Mr. Lambert noted that conflict of interest training is required of Board members. Some may have already taken the training through their municipality. He said that reminders would be sent to all. Rockland Flex service, a form of micro transit, had a soft launch early in December. This service will replace the fixed route service that had been provided in Rockland. Later this month a formal launch with the town will take place, as soon as the vehicles are wrapped with information and instructions on how to access the bus. BAT has ensured that all riders who were utilizing the fixed route service are receiving uninterrupted access to transportation. BAT is monitoring the service closely.

BAT is working with National Grid to plan for the future potential electrification of BAT's fixed route fleet. BAT plans to submit an application for the next round of the Bipartisan Infrastructure Law for zero-emission vehicles. The program calls for a zero-emission transition plan and a consultant has been identified to help BAT with the process. BAT also will be looking for solar panels to provide backup power and to insulate BAT somewhat from increases in utility cost.

BAT is also focusing on some customer amenities projects including shelters and planters for the Westgate Mall mini-hub at Market Basket. On the COVID front, the state has provided BAT with additional COVID test kits that have been distributed at the Intermodal Centre.

Number 7 on the agenda was a report from the Audit and Finance Committee. Mr. Hegarty informed the Board that at their earlier meeting, the committee voted to provide the administrator with a 2% salary increase beginning the first pay period in February. Mr. Hegarty thanked Mr. Lambert for his outstanding leadership particularly through the Triennial Review and State Audit this past year. The Audit and Finance Committee recommend that the Board adopt the increase in the amount of 2% beginning in February. Chairman Sullivan made the motion and it was seconded by Ms. Fulginiti. A roll was called and all were in favor.

There was no Old/New Business to bring before the Board. Next meetings will take place on the third Thursday of April and May. Chairman Sullivan wanted to express his appreciation and to truly thank the BAT staff from the drivers to the cleaners for their dedicated service to the community.

Motion was made by Mr. Dutton to adjourn. Motion seconded by Ms. Fulginiti. A roll was called and all were in favor. Meeting adjourned.

Respectfully submitted,

Kathy Riddell, BAT

Documents Included in January 12, 2023 Advisory Board Package:

1. Meeting Agenda
2. Advisory Board Meeting Minutes – October 6, 2022
3. Fixed Route Ridership
4. DAB Ridership
5. Performance Dashboard FY23
6. FY23 Budget
7. FY23 Budget Summary
8. BAT Public Transportation Agency Safety Plan (PTASP)