

**MONTACHUSETT REGIONAL TRANSIT AUTHORITY (MART)
MEETING MINUTES OF APRIL 30, 2016
MART MAINTENANCE FACILITY
1427R WATER STREET
FITCHBURG, MA 01420**

I. Call to Order

The meeting was called to order at 10:37 a.m.

ADVISORY BOARD MEMBERS PRESENT: (constituting a quorum)

Mayor Mark Hawke	Gardner
Mayor Dean Mazzarella	Leominster
Mayor Stephen DiNatale	Fitchburg
Selectperson Heather Billings	Westminster
Keith Bergman (representing Selectmen)	Littleton
Selina Shaw (representing Selectmen)	Boxborough
Selectperson Phyllis Luck	Lunenburg
Alan Manoian	Ayer
Ryan McNutt (representing Selectmen)	Lancaster
Raeanne Siegel (representing Selectmen)	Hubbardston
Shaun Suhoski (representing Selectmen)	Athol
Pauline Clark	Rider to Board
Diana Morrison (representing Selectman)	Templeton

ADVISORY BOARD MEMBERS ABSENT:

Laura Alger (representing Selectmen)	Royalston
Mark Carlisle (representing Selectmen)	Ashburnham
Alyson Toole (representing Selectmen)	Stow
Laura McIntye (representing Selectmen)	Hardwick
John Kilcoyne	Sterling
Kenneth F. Troup (representing Selectmen)	Bolton
Selectman Michael Barbaro	Winchendon
Richard Hatch (representing Selectmen)	Shirley
No Representative	Harvard
No Representative	Ashby

STAFF PRESENT:

Mohammed Khan, Bruno Fisher, James Sluss, Patricia Brown, Bonnie Mahoney, Jessica Lashua, Adam Gromelski, and Keary Connors

GUESTS PRESENT:

Sherry Gariepy	Lancaster Finance Director
Alexandra Turner	Lancaster
Mark Goldstein	MART's Attorney
Andy Divoll	Management of Transportation Service
Phil Rocca	Management of Transportation Service
George Kahale	Montachusett Regional Planning Commission

II. Approval of Minutes

A. April 19, 2016

RESOLUTION- Mayor Dean Mazzarella of Leominster moved that the Advisory Board of the Montachusett Regional Transit Authority approves the April 19, 2016 minutes as presented. The motion was seconded and passed unanimously.

III. Financial Matters

A. Status of State Funding

1. State Earmark for Athol/Orange Operation and Governor's Veto Override

M. Khan stated the State funding will be at the same level as last year. MART will have to absorb the funding for Athol/Orange services within 2-3 years.

B. Status of Federal Funding

B. Mahoney stated we have FY2016 funding now but the funding for FY2017 has not been release yet. MART is 2 years into a 5 year contract that guarantees level funding.

C. Financial Update

1. Fiscal Year 2016: Status of Audit FY2016

2. Budget and Income/Expenditures Report FY2016

3. Status on Independent Auditor's Progress

J. Sluss reported to the Board that the audit is going well and we do not see any drastic changes to the numbers at this point. The preliminary audit is due on September 23, 2016 and the final audit by October 1, 2016, MART will meet those deadlines. The surplus for FY2016 is \$11,000.

V. Administrative Matters

A. COA Transportation Contract and Insurance Transfer to Towns for COA Vehicles

B. Fisher stated after working with our lawyers and insurance agent, they have said MART needs to have contracts in place with all the Council on Aging offices. Some of the changes are the reimbursement of the staff positions and how they relate to transportation. Another change is the transfer of insurance from MART to the Council on Aging offices.

J. Sluss informed the Board that the law states we need a contract with the Council on Aging in order to pay the monthly bills.

The Council on Aging Representatives went over there questions and concerns.

- Back date coverage
- Not leasing the vehicle
- Umbrella coverage high
- Financial Impact to the towns

K. Bergman of Littleton suggested they set up another meeting with MART, the Council on Aging Representatives and MART's Insurance Company to go over all the question and concerns.

MART has been caring all of the liability not the towns. In the last two years there have been significant insurance claims involving the Council on Aging Vans.

B. Possible Fixed Route Bus/Van Operation in Ayer/Shirley/Devens

1. Fitchburg/Leominster Area, Last Mile Commuter Rail Interface for Devens Industries

2. Transit Service for Ayer/Shirley/Harvard Residents to Fitchburg/Leominster Shopping Malls.

M. Khan stated we have been having discussions with this group. With the improved train schedule the group is hoping to bring workers from Boston to the industries in the region.

The group in hoping some of the companies will help pay for the service. Also MART would set up a service to shuttle Fitchburg/Leominster residents to the businesses in Ayer, Shirley and Devens and create a shopping mall service to better utilize the empty van coming back.

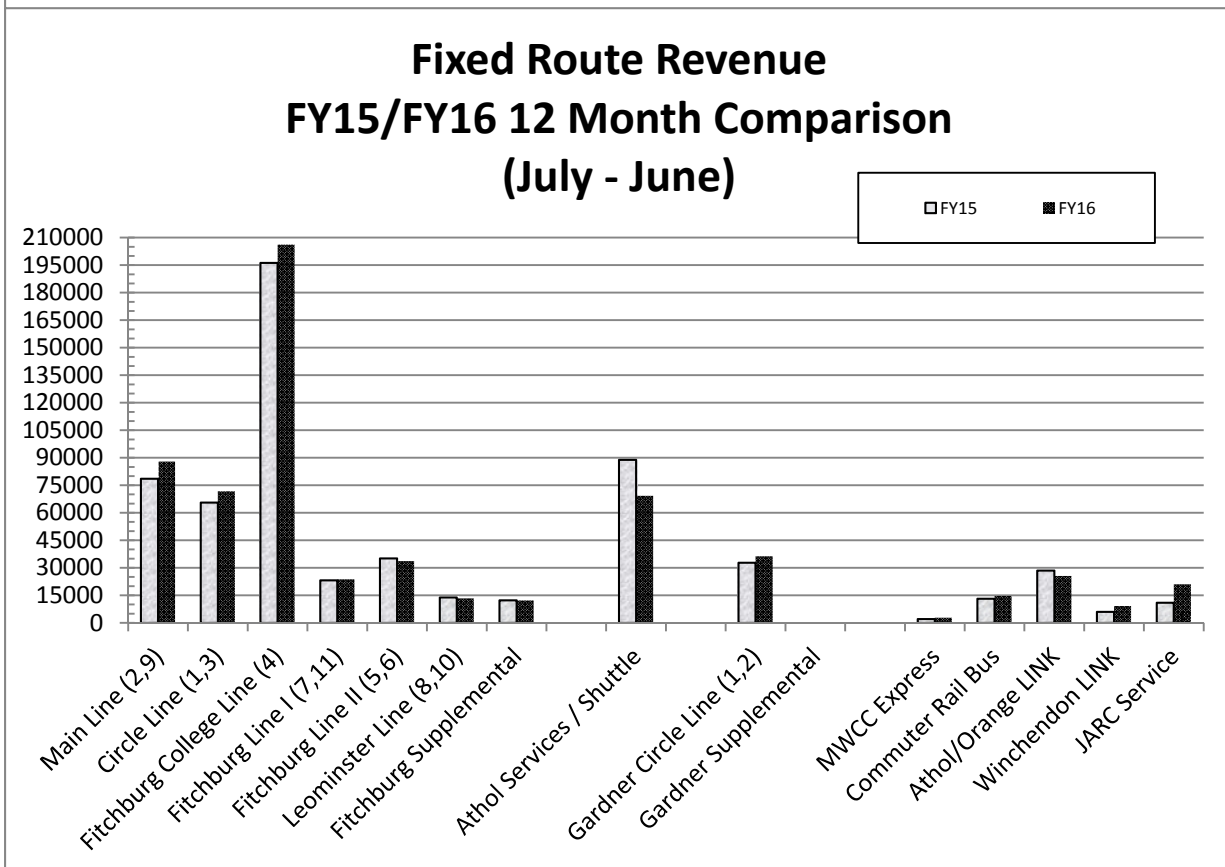
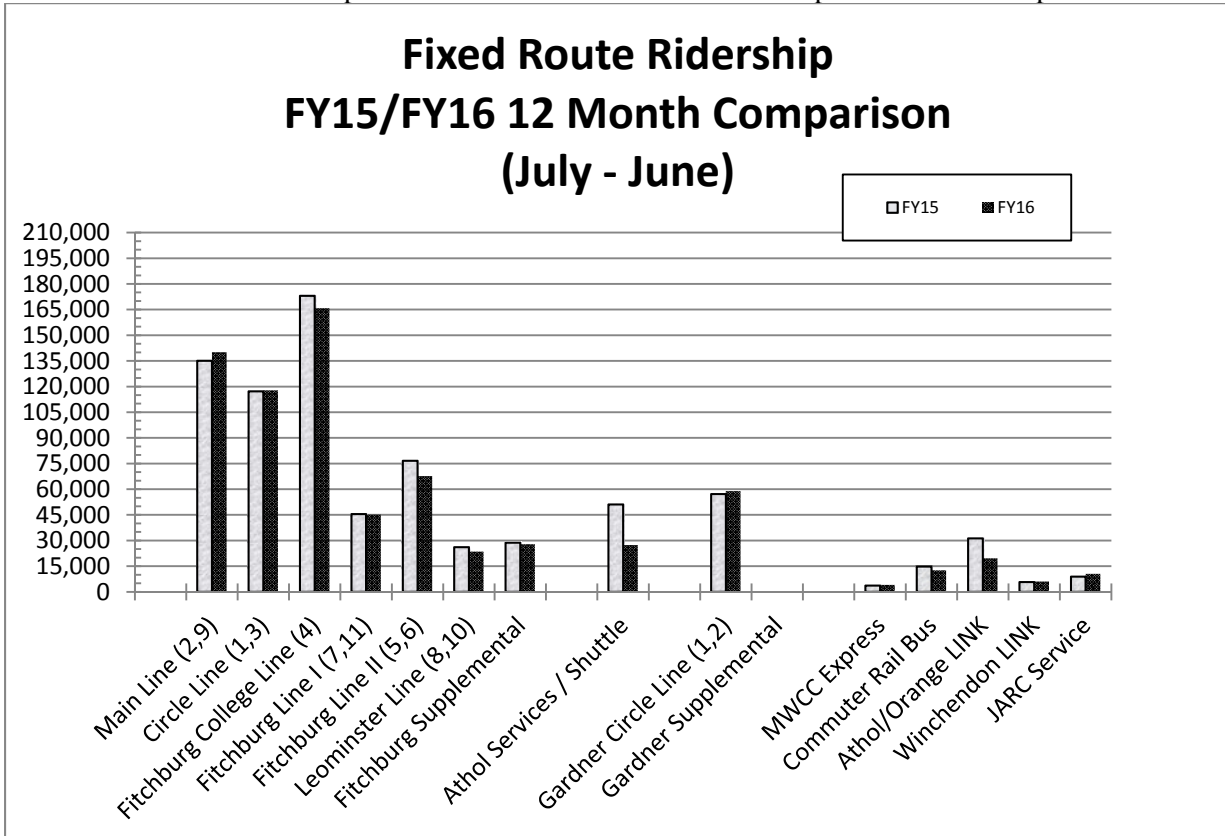
C. Status Update on Ayer Commuter Rail Parking Facility

M. Khan informed the Board that MART and Ayer are working on signing a contract with the architect. We are also working on obtaining property to create and easement to get to the parking lot.

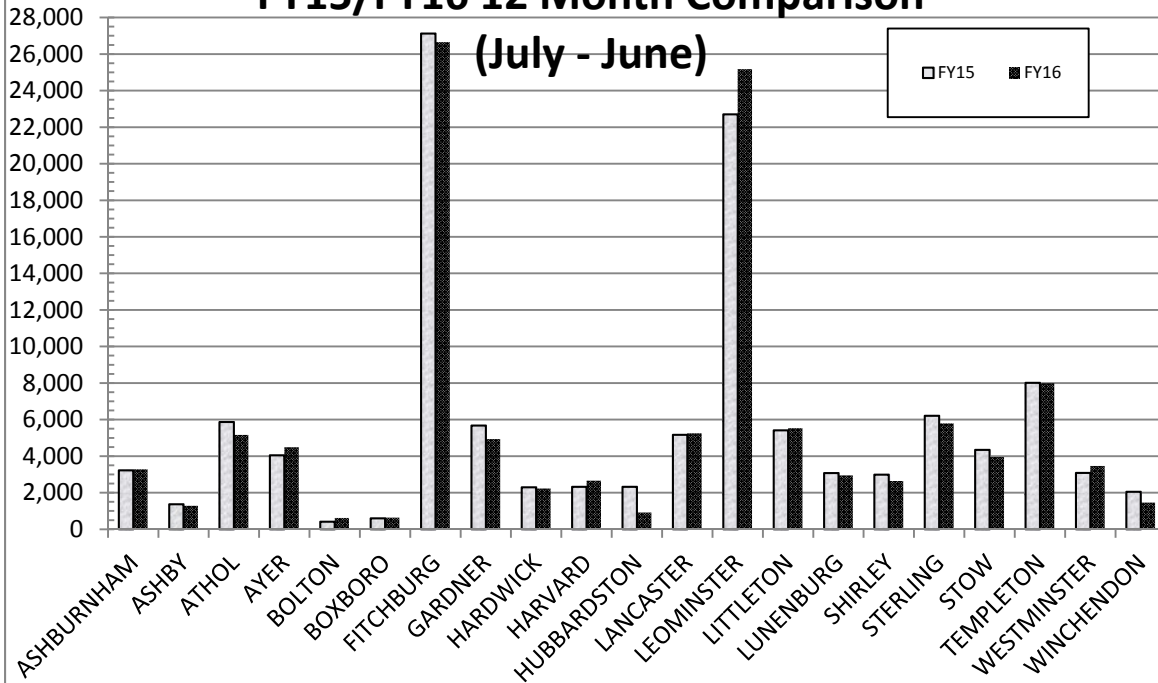
VI.

Operational Services

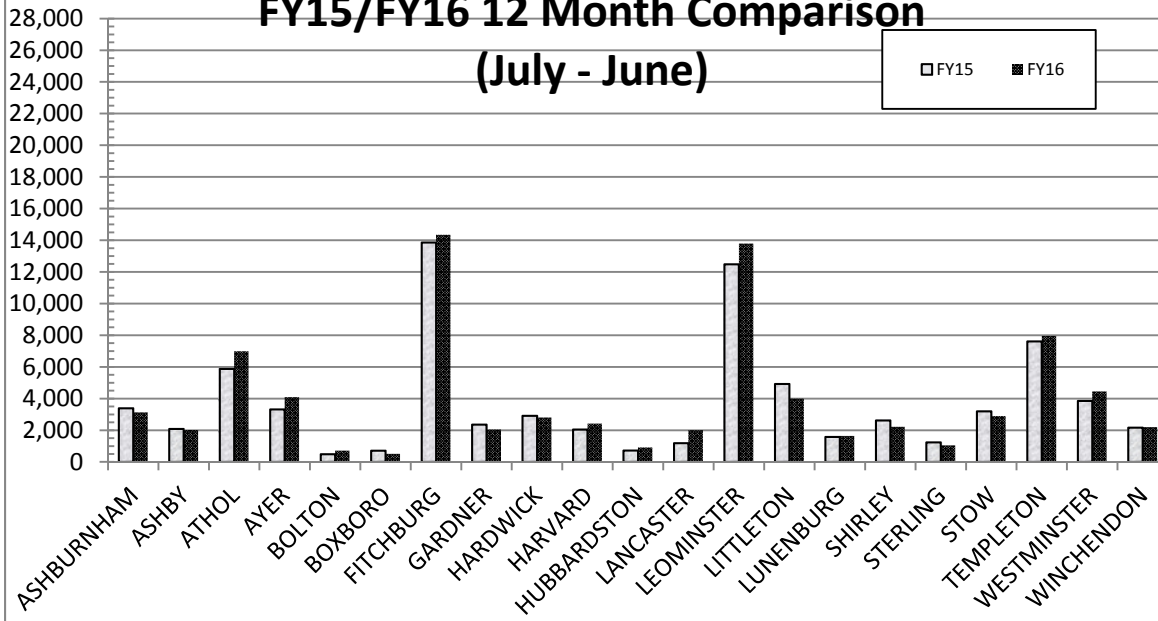
A. MART Operation Status on Revenue and Ridership FY2016 and Comparison with FY2015



Council On Aging Ridership FY15/FY16 12 Month Comparison



Council On Aging Revenue FY15/FY16 12 Month Comparison



VII.

Other Business

- A. The Proposed Commuter Rail Schedule and Improvement, Possible Reverse Commute
 - B. Status Update on Wachusett Station
- B. Fisher stated the Wachusett Station is scheduled to partially open the end of September and will fully open in November. MART will start running service from Gardner to Wachusett starting when the station opens.

VIII.

Adjournment

The meeting adjourned at 11:57 a.m.