

**MONTACHUSETT REGIONAL TRANSIT AUTHORITY (MART)
MEETING MINUTES OF SEPTEMBER 27, 2022
REMOTELY**

I. Call to Order

The meeting was called to order at 11:02 a.m.

ADVISORY BOARD MEMBERS PRESENT: (constituting a quorum)

Mayor Dean Mazzearella	Leominster
Mayor Stephen DiNatale	Fitchburg
Dick Maki (representing Selectmen)	Sterling
Kenneth F. Troup (representing Selectmen)	Bolton
Lisa Lavargna (representing Selectman)	Ashby
Selectperson Aubrey LaBrie	Winchendon
Robert Pontbriand (representing Selectman)	Ayer
Selectperson Deborah D'Amico	Royalston
Adam Lamontagne (representing Selectman)	Templeton

ADVISORY BOARD MEMBERS ABSENT:

Mayor Michael Nicholson	Gardner
Selectperson Heather Billings	Westminster
Joe Layden (representing Selectmen)	Littleton
Ryan Ferrara (representing Selectmen)	Boxborough
Tim Bragan (representing Selectman)	Harvard
Ryan McLane (representing Selectmen)	Hubbardston
Alyson Toole (representing Selectmen)	Stow
Jessica Sizer (representing Selectman)	Barre
Michael-Ray Jeffreys	Lunenburg
Mitchell Grosky (representing Selectmen)	Athol
Alexandra Turner (representing Selectmen)	Lancaster
Jan Robbins (representing Selectman)	Ashburnham
No Representative	Shirley
No Representative	Hardwick
No Representative	Phillipston

STAFF PRESENT:

Bruno Fisher, Scott Rich, James Sluss, Bonnie Mahoney, Jessica Lashua, and Keary Connors.

GUESTS PRESENT:

Phil Rocca	MTS
Melissa L'Ecuyer	MTS

II. General / Public Comments (5 minutes)

Bruno Fisher informed the Board that Michael Rafaele recently passed away he was with MART as a bus driver for many years. He also informed the Board that Mayor Michael Nicholson is now the Chairman of the Finance Committee.

Bonnie Mahoney informed the Board that MART had to revise its Public Transportation Agency Safety Plan because of changes in the law. MART must form a safety committee and meet to revise the plan. Once the plan is revised it will be presented to the MPO and the Board for approval by December 31, 2022.

III. Approval of May 17, 2022 Meeting Minutes – Board vote required

RESOLUTION- Robert Pontbriand of Ayer moved that the Advisory Board of the Montachusett Regional Transit Authority approves the May 17, 2022, minutes as presented. The motion was seconded and passed unanimously. Roll call was done (8 yes and 1 abstained)

IV. Financial Updates (Est. 20 minutes)

A. Finance and Audit Committee - Updates

1. SFY22 Financial Audit Presentation / Recommendation
Mayor Stephen DiNatale stated he was impressed the audit and how tightly the operation is run.
2. SFY22 Full Year Financial Update
James Sluss stated the in the Brokerage we invested in new technology and technology experts/IT to help improve the services. On the transit side there is no deficit and no surplus. MART is continuing to monitor costs and analyze all service contracts. MART will analyze all routes for efficiency and remove service that is not used.
3. SFY23 Financial Projection

B. MassDOT State Funding – Update

1. SFY23 State Contract Assistance Funding
Bruno stated there is level funding for FY2023. MART portion is \$6.64 million which is really a decrease from last year.
2. SFY23 MassDOT Grant for Fare-Free Pilot – December 2022
MassDOT has a grant for Holiday fare free for all RTA's. This fare free grant will run from November 21 through December 31, 2022. The portion MART will receive should cover about 2 months of fare revenue. Council on Aging will also be included in this fare free grant.

C. FTA Federal Funding – Updates

1. FFY22 FTA Funding
5307
\$4.7 million without UZA and
\$4.9 million with UZA
2. FFY23 FTA Projected Funding
\$5.3 million

V. Administrative Matters (Est. 15 Minutes)

A. Acceptance of SFY22 Financial Audit – Board vote required

RESOLUTION - Robert Pontbriand of Ayer moved that the Advisory Board of the Montachusett Regional Transit Authority accept the Auditor's Report. The motion was seconded and passed unanimously.

Roll call was done.

Mayor Stephen DiNatale	yes
Mayor Dean Mazarella	yes
Richard Maki (representing Selectmen)	yes
Kenneth F. Troup (representing Selectmen)	yes
Lisa Lavargna (representing Selectman)	yes
Selectperson Aubrey LaBrie	yes
Robert Pontbriand (representing Selectman)	yes
Selectperson Deborah D'Amico	yes
Adam Lamontagne (representing Selectman)	yes

B. December Fare Free Service Pilot (MassDOT Funded) – Board vote required

RESOLUTION-Richard Maki of Sterling moved that the Advisory Board of the Montachusett Regional Transit Authority be fare free for the holiday season November 21- December 31, 2022. The motion was seconded and passed unanimously.

Roll call was done.

Mayor Stephen DiNatale	yes
Mayor Dean Mazzaella	yes
Richard Maki (representing Selectmen)	yes
Kenneth F. Troup (representing Selectmen)	yes
Lisa Lavargna (representing Selectman)	yes
Selectperson Aubrey LaBrie	yes
Robert Pontbriand (representing Selectman)	yes
Selectperson Deborah D'Amico	yes
Adam Lamontagne (representing Selectman)	yes

- C. MassDOT Shared Streets & Spaces Grant Received – Bus Shelters (\$180,000)
MART has received the contract for this grant. This grant is to put in shelters throughout our system. Monty Tech students will be installing them at no cost. In Leominster we have reached out to Leominster Tech to see if they can install the shelters. With the grant we should be able to put in about 20 shelters.
- D. MAPC Community Connections Grant Received – Microtransit (\$1,316,061)
This grant is for Littleton, Stow, Bolton, and Boxborough. This grant will use council on aging vans to help provide service/routes across this area.
- E. Mass Development Finance Agency – Livery Grant Application Submitted (\$250,000)
This grant is to help taxis and livery companies grow their businesses. MART is hoping to hear about this grant sometime in October. This grant is to increase rural transportation.

Royalston and Winchendon want to better understand the definition of rural, MART will work with them on this.
- F. MassDEP VW Mitigation Funding Opportunity – Potential Bus Replacement
MART is looking to get 3 different vehicles with this grant.

VI. Operational Updates (Est. 15 Minutes)

- A. Operational Updates:
 1. Transit FY21/22 Full Year Ride/Rev Data Comparison
FY2022 ridership up 20%
ADA up 40%
COA's up 20%
 2. Brokerage FY21/22 Full Year Ride/Rev Data Comparison
Programs are back in full swing, and all aspects of the Brokerage are on the rise.

VII. Other Business (Est. 5 Minutes)

- A. Items Not Reasonably Anticipated to be Discussed

VIII. Adjournment

The meeting adjourned at 11:47 a.m.