



## MART Advisory Board - Meeting Minutes

Date: Tuesday, September 23, 2025

Time: 10:30 AM

Location: Zoom Meeting (Meeting ID: 956 8749 9800 | Passcode: 811088)

### I. Call to Order

Notes: Mayor Nicholson welcomed attendees and confirmed quorum at 10:37 AM with the arrival of Myles Phillips-Wilcox from Fitchburg. The meeting commenced shortly afterward.

### II. June 17, 2025, Meeting Minutes Not Transcribed – To be provided at December Meeting

Notes: No further discussion recorded about this matter.

### III. General / Public Comments

Notes: No specific general/public comments were noted in the public comments section.

### IV. Financial Updates

Notes:

#### A. Finance and Audit Committee

1. SFY25 Financial Audit Presentation / Recommendation was accepted.
2. SFY26 State and Federal Funding Presentation Update occurred.

#### 1. SFY25 Financial Audit Presentation / Recommendation for Acceptance

Notes: Steve Bliss presented the financial audit, noting a decline in net assets, higher operating revenue, and expenses outpacing gains. Motion by Myles Phillips-Wilcox seconded by Michelle Nadeau, passed unanimously.

#### 2. SFY26 State and Federal Funding Update

Notes: \$1.095M in fare-free funding for FY26 confirmed. Worcester & Boston shuttles showed strong ridership. Brokerage ridership is also trending positively.



## V. Administrative Updates

### A. Election - Advisory Board Officers – Board approval required

Notes: Mayor Nicholson facilitated election. He was nominated Chair; Mayor Squallia as Vice Chair. Approved unanimously.

### B. Acceptance of FY25 Financial Audit – Board approval required

Notes: Advisory Board voted with unanimous approval with no hesitations after presentation provided by Steven Bliss and projected by Josh Vander Baan.

### C. PTASP Safety Plan Update and Acceptance – Board Approval Required

Notes: Scott Rich presented new FTA performance safety targets and measures and technology measures. PTASP Committee safety enhancements and additional in progress safety improvements for FY26 were introduced. Scott discussed PTASP new document retention policy. Approved unanimously.

### D. Revisions to FTA Drug & Alcohol Program – Board Approval Required

Notes: Steve Bliss presented updates for compliance with federal regulations.

### E. Appointment of Interim Administrator – Board approval required

Notes: Motion by Kim Dee, seconded by Carly Antonellis to appoint Scott Rich as Interim Administrator after Bruno Fisher's retirement in case a new administrator is not hired by December 27, 2025. Passed unanimously. Nicholson and Pontbriand formed search committee.

## VI. Operational Updates

Notes:

### A. Operational Updates

#### 1. Transit Ridership / Revenue Data Comparison

Notes: Fixed route ridership increased, especially on Worcester and Boston shuttles. Fare-free support helped grow ridership.

#### 2. Brokerage Ridership / Revenue Data Comparison

Notes: Brokerage division shows steady growth, especially in early intervention rides.

#### 3. Microtransit Services Update

Notes: Scott Rich discussed ending of 3-year Community Connections grant on 11/15/25 and new application to MassDOT for rural micro transit funding. Evaluation underway for fixed bus stop system.

### B. Technical Planning Update – Fitchburg / Leominster Service Redesign

Notes: A new grant was obtained from MassDOT focused on service redesign, especially replacing flag-down system with fixed bus stop system to promote safety.



## VII. Other Business

Notes:

### A. Items Not Reasonably Anticipated to be Discussed

Notes: Ken Troup expressed his appreciation for the value Bolton Connects micro transit was giving to their community. Staffing and driver pay concerns discussed. Kim Dee adds her thoughts on the value Boxborough Connects was adding to supporting people in their town.

## VIII. Adjournment

Notes: Meeting adjourned after completion of all items.