

MINUTES OF THE MEETING OF THE BAT ADVISORY BOARD

October 6, 2022

In Attendance:

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| Mayor Robert Sullivan, 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 |
| Charles Kilmer, Old Colony Planning Council | Charles C. Stevenson, General Counsel |
| Robert Thayer, Rider | Kathy Riddell, BAT |

Mayor 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.

Mayor 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 May 26, 2022 meeting. A motion was made by Mr. Hegarty and seconded by Ms. Fulginiti to accept the minutes as presented. A roll call was performed and all were in favor.

Number 4 on the agenda was a report from the Audit and Finance Committee. Mr. Hegarty informed the Board that the Audit and Finance Committee met just prior to this meeting for the purpose of receiving BAT's Audited Financial Statement and Single Audit. He reported that the audit was clean, precise and in line with previous years. Despite the difficult year, Mr. Hegarty said the Auditor had nothing but positive comments about the organization, no issues arose and BAT qualified as a "low risk" auditee. Mr. Hegarty recommended that the 2022 Audited Financial Statement and Single Audit be accepted by the Advisory Board. Mr. Hegarty made the motion to accept and Ms. Fulginiti seconded the motion. A roll was called and all were in favor. Motion pass unanimously.

Next on the agenda was a service update. Ms. Forrester presented two months of data. Ridership has slightly increased and seems stable at about 75% of pre-COVID levels. BAT seems to be in-line with systems across the country. Paratransit service increased 15% over the previous year. The performance dashboard was brought forward. BAT is striving to increase ridership. On-time performance continues to exceed BAT's goals for both fixed route and paratransit service. Safety is also doing well thus far this year, as well as Maintenance. Customer Service complaints have seen an uptick from FY22. Ms. Forrester asked if there were any questions on her report. There were none. She then provided the group with information regarding BAT's Transit Asset Management Plan. She provided a breakdown on performance targets which have been set for FY23. She noted that the targets were set by the individual agency and explained where BAT

stood in relation to useful life benchmarks in the industry for rolling stock, equipment and facilities.

Number 6 on the agenda was a financial update provided by Ms. Sacchetti. FY22 Certified Local Assessments were presented to the Board. She noted that the assessments were 2 ½% over FY21 in accordance with Mass General Laws. She asked if there were any questions. There were none. She then presented the Board an FY23 Budget Update. She noted that the budget reflected two months of data and pointed out the few line items that will have an impact of the approved budget which include DDS, fuel and interest expense. Overall, BAT has \$14.8 million remaining in CARES Act, CRRSAA and ARPA grants which will put BAT in a favorable position to balance the budget at the end of the fiscal year. Mr. Lambert noted that regarding fuel, BAT monitors the markets very closely. Yesterday BAT went out to bid and locked in gasoline at \$2.70 per gallon and diesel fuel at \$3.35 which will carry BAT well into 2023. Two hours later OPEC announced they were going to cut back on oil production. The diesel prices increased \$.27 per gallon and gas increased \$.03. Timing of the contract worked very well in BAT's favor. There were no questions regarding the financial update.

Under the Administrator's Report, Mr. Lambert reported on third party reviews. The first was regarding the FTA's Triennial Review. BAT had no findings after an intense six-month long process and thousands of pages of documents that the Triennial Auditors reviewed in depth. He thanked the BAT staff for their great work. Next, he gave the Board an overview of BAT's "Mystery Rider" program. Although the staff rides the buses, utilizing a third-party company provides a written report on a number of areas that are observed.

BAT renewed its contract with First Transit for fixed route service. First Transit will be providing some technical assistance with issues such as transit industry staffing, electrification and implementation of small vehicle flexible service.

Work is in process at the new mini-hub being developed at Westgate Mall/Market Basket thanks to a grant from MassDOT. Previously there was only room for one bus. The new construction will provide space for three buses and include bus shelters, electronic signage and planters. These improvements will enhance safety and customer service.

BAT is "dipping its toes" in electrification. Charging stations have been installed at the parking surface lot next to the Administration Building and the parking garage for a total of four chargers.

Mr. Lambert informed the Board that from time-to-time BAT disposes of assets beyond their useful life and assets that have become obsolete. There were four paratransit vehicles out for auction at the present time. All federal and state disposition regulations are being observed.

The MA state Legislature has set aside \$2.5 million to fund a discretionary grant program to provided free or low fares. Mr. Lambert organized a grant application from all 15 RTAs across the state to provide some form of free fare between Thanksgiving and New Year's. If the grant is

awarded in a timely fashion, an advertising campaign will be launched to spread the word. Mayor Sullivan stated that he wholeheartedly supported the proposal and noted the boost it would provide local businesses. Mr. Lambert asked if there were any questions on his report.

Mr. Thayer asked about plans for electrification. Mr. Lambert stated that a consultant was hired to study what the electrical needs of the project would be and what kind of collaborations would be required to make it successful. Mr. Lambert mentions that the buses are stored outside and it might be feasible to construct a solar canopy to supplement electrical needs for the fleet. There are incentives to develop “micro grids” which would enable BAT to sell power back to National Grid or recharge batteries. BAT will take a closer look at options as it moves forward toward electrification of the fleet.

Ms. Fulginiti encouraged BAT to seek more riders via social media, advertising, etc. She also encouraged the use of multiple languages in advertising.

Mayor Sullivan informed the group of the City’s efforts to expand the Brockton Council on Aging facilities. While construction work is in progress, the center’s activities will be moved to a new location, yet to be determined. He asked for BAT’s assistance in providing a bus stop as close as possible to the new, temporary location.

The Mayor thanked the group for its advice and support. Mr. Hegarty made a motion to adjourn. It was seconded by Ms. Fulginiti. A roll was called and all were in favor. Meeting adjourned.

Respectfully submitted,

Kathy Riddell, BAT

Documents Included in October 6, 2022 Advisory Board Package:

1. Meeting Agenda
2. Advisory Board Meeting Minutes – May 26, 2022
3. BAT FY22 Financial Statements
4. Fixed Route Ridership
5. DAB Ridership
6. Performance Dashboard FY23
7. BAT FY23 TAM Performance Targets
8. FY22 Certified Local Assessments
9. FY23 Budget
10. FY23 Budget Summary