

MINUTES OF THE MEEING OF THE BAT ADVISORY BOARD

May 30, 2024

In Attendance:

Mayor Robert F. Sullivan, Chair
Frank Hegarty, Town of Avon
Dottie Fulginiti, Town of Easton
Cathie Klabish, Consumer Representative
Stan Zoll, Town of
Charlie Kilmer, OCPC

Michael Lambert, Administrator
Linda Sacchetti, CFO
Charles Stevenson, General Counsel
Kelly Forrester, Manager of Transit Operations
Emily Adams, Project Coordinator
Kathy Riddell, Assistant Grants Manager

Mayor Sullivan called the meeting to order and welcomed the group. Mayor Sullivan stated that Governor Healey's 3/29/23 extension of temporary provisions allows for public bodies to continue to hold meetings remotely without a quorum of the public body physically present at a meeting location. Enhanced open meeting regulations were utilized for the meeting. The meeting was recorded and live streamed on BAT's YouTube video platform to provide a public forum/access. Individuals can call 508-638-5934 for more information or to submit public comment. All legal requirements were thereby met.

Mr. Lambert was asked to call a roll. A quorum was established. Mayor Sullivan asked if there were any public comments. Mr. Lambert said there was one public comment at this time. Ms. Forrester played the recording of the public comment submitted by Mr. Richard Ripley regarding safety and safety-related signage on BAT buses.

Next on the agenda was a review of the minutes of the April 25, 2024 meeting. Mr. Zoll had a question about attendance at the last meeting. Mr. Lambert verified the attendance from the last meeting. Mr. Hegarty made a motion to accept the minutes as presented. Motion was seconded by Ms. Fulginiti. A roll was called and all were in favor.

Number 4 on the agenda was a service update. Mr. Lambert informed the board that ridership levels are excellent. April hit a fifteen-year high, BAT has already exceeded 2023 annual ridership, and overall numbers are now 30% over 2019 (pre-covid) levels. Mr. Lambert explained that this increase was in part due to free fare but also the increase in weekend and weekday service.

Ms. Forrester presented the Performance Dashboard, stating that ridership is increasing which helps BAT to meet standards and goals. BATs standards and goals are all from pre-COVID. Despite this, BAT is still meeting almost all of its goals. Most important, on-time performance, maintenance and customer service are all exceeding their goals.

Next on the agenda was Mr. Lambert's Administrator's Report. He began with an update on federal/state funding. Mr. Lambert informed the board that since the last meeting BAT received a nearly half a million-dollar Competitive Discretionary Grant from MassDOT that

will allow expansion of non-fixed route services throughout the service area. Mr. Lambert explained that BAT has been looking into partnerships with taxi companies, Uber, and Lyft to make subsidized trips available to second and third shift workers.

Mr. Lambert went on to discuss the “Try Transit” fare free program. He stated that BAT has created a budget to reflect the funding for this program through the end of the calendar year. Mr. Lambert stated that he thinks as long as the funding is available to stay fare free, BAT should continue to be free to benefit BATs customers and as a way to introduce the service to potential new customers.

Under bus electrification, Mr. Lambert informed the Board that the electric buses are undergoing thousand-mile testing at the manufacturing facility and then will be inspected for both Buy America and general contract compliance. Mr. Lambert then stated that BAT is working to make sure there are plenty of charging options for the buses at the maintenance facility, BAT Centre, and at the Ashmont station in partnership with the MBTA. Mr. Lambert moved on to Resolution #268, Electric Bus easement and Mayor Sullivan asked if the committee wanted him to read or to waive the reading of the resolution. Mr. Hegarty moved to waive the reading of the resolution and Ms. Klabish seconded the movement. Mayor Sullivan asked Mr. Lambert to read the roll to take a vote. The vote was unanimous to waive the reading of Resolution #268. Motion to accept Resolution #268 was made by Mr. Hegarty and seconded by Ms. Fulginiti. Mr. Lambert read roll again and Resolution #268 passes and Mayor Sullivan said he will sign the resolution.

Next on the agenda was the DBE goal presented by Ms. Sacchetti. Ms. Sacchetti stated that BAT presents the DBE goal annually. This is a three-year goal that is set and Ms. Sacchetti stated BAT will continue with the 2.1% contract award goal. She stated that the 2.1% was achieved last year and should be achievable once again.

Number 6 on the agenda was the Audit and Finance Committee Report and Compensation Committee Report. Mr. Hegarty recommended that the Advisory board amend the OPEB Trust Agreement to become an internal committee based solely within BAT. Ms. Fulginiti made the motion to accept the amendment and it was seconded by Ms. Klabish. Mr. Lambert read the roll and the amendment passed unanimously.

Mr. Hegarty moved on to the next item, compensation for the CFO and Administrator. The motion to increase the CFOs compensation by 5% effective July 1, 2024 was made by Ms. Fulginiti and seconded by Ms. Klabish. Ms. Forrester read the roll and the motion passed unanimously. The motion to increase the Administrator’s compensation by 2.5% effective July 1, 2024 and another 2.5% increase on January 1, 2025 was made by Ms. Fulginiti and seconded by Mr. Zoll. Ms. Forrester read the roll and the motion passed unanimously.

Number 7 on the agenda is the financial update. Mayor Sullivan stated that there are two budget related resolutions and he asked that the board waive the readings of Resolution #269

and #270. Motion to waive the readings was made by Mr. Hegarty and seconded by Ms. Klabish. Mr. Lambert read the roll and the motion to waive the readings passed unanimously.

Ms. Sacchetti went over the Amended FY24 budget. This budget represents a 2% or \$450,000 decrease from \$20,546,000 to \$20,095,000. There is also a corresponding decrease in the operating revenues. Under expenses, there is an increase of \$92,000 under the fixed route line item due to the increase in driver staffing and added service. Ms. Sacchetti also stated there is a change in the flex route service line item since it was originally budgeted for additional vehicles in service. The fuel line item was also reduced by \$245,000. Even though consumption increased, the cost of gasoline and diesel decreased even more. Next, Ms. Sacchetti discussed the insurance line item that decreased by \$148,000. Ms. Sacchetti stated that in order to balance the budget BAT can reduce federal operating drawdowns to \$2.3 million. Mr. Hegarty made the motion to accept resolution #269 and the motion was seconded by Mr. Zoll. Mr. Lambert read roll and the motion passed unanimously.

Ms. Sacchetti moved on to the FY25 Draft Budget. This budget has an increase of 4.1 million dollars over FY24 budget. She explained that approximately 2 million dollars of that increase would be for new service going into place in FY25. The grants that BAT has been awarded will offset a large portion of the cost of the new service. Ms. Klabish made the motion to approve Resolution #270 and Mr. Zoll seconded the motion. Mr. Lambert read the roll and the motion passed unanimously.

Mayor Sullivan moved on to number 8 on the agenda, old business/new business. Mr. Zoll stated he had a discussion with the Easton delegation about the possibility of having a route through 138 and then 106 to service the Target and other stores in that area. Mr. Lambert said BAT would look into the possibility of adding that service. Mr. Lambert also added that BAT is looking into the Plymouth County Trust Fund for OPEB.

Last agenda item is the schedule. Mayor Sullivan stated that the next Advisory Board meeting will be October 2024. Mayor Sullivan thanked everyone and wished everyone a nice summer.

Ms. Klabish made the motion to adjourn and was seconded by Mr. Hegarty. Mr. Lambert read the roll and all were in favor.

Meeting adjourned.

Respectfully submitted,

Emily Adams, BAT
Project Coordinator

Documents Included in May 30, 2024

1. Agenda
2. Advisory Board Meeting Minutes – April 25, 2024
3. Fixed Route Ridership
4. Bridgewater State University (BSU) Ridership
5. Fixed Route Ridership Including BSU
6. DIAL-A-BAT Ridership
7. Performance Dashboard FY24
8. Resolution #268
9. Grant of Easement to National Grid
10. DBE Goal
11. OPEB Trust Agreement Amendment
12. FY24 Amended Budget
13. Resolution #269
14. FY25 Draft Budget
15. Resolution #270
16. Additional OPEB Information