

MINUTES OF THE MEETING OF THE BAT ADVISORY BOARD

October 3, 2024

In Attendance:

Celia Canavan, City of Brockton - Designee	Michael Lambert, Administrator
Frank Hegarty, Town of Avon	Linda Sacchetti, CFO
Kristen Kennedy, Town of Easton	Charles C. Stevenson, General Council
Charles Kilmer, OCPC	Kelly Forrester, Manager of Transit Operations
Mary Waldron, OCPC	Emily Adams, Project Coordinator
Jennifer Cook, Clifton Larson	Kathy Riddell, Assistant Grants Manager

Mr. Lambert welcomed everyone and called the meeting to order. He stated this meeting meets the requirements of Governor Healey's 3/29/2023 extension of temporary provisions allowing 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 a public comment. All legal requirements were thereby met. Mr. Lambert called roll to open the meeting, there was a quorum. Mr. Lambert stated there were no public comments.

Mr. Lambert asked for the approval of the minutes of the July 25, 2024 board meeting. Mr. Hegarty made a motion to approve and it was seconded by Ms. Canavan. Roll was called and the minutes from July 25, 2024 were approved.

Ms. Jennifer Cook, from CliftonLarsonAllen, LLC provided the group with a presentation of the results of the FY24 Audit. The results showed no material weaknesses or deficiencies regarding financial statement and federal awards. She moved on to speak about emerging issues the audit covers including IT. Ms. Cook mentioned there were some minor recommendations for future implementations, however there were no present concerns regarding the IT portion of the audit. Ms. Cook noted that there were no passed adjustments or corrected misstatements identified as a result of the audit. She went on to say they had no difficulties or disagreements with management. Ms. Cook stated that no sensitive estimates required substantial judgements. Ms. Cook then went over financial highlights and trends. Ms. Cook asked if anyone had any questions. Next, she spoke about significant disclosures and then highlighted upcoming GASB standards. Ms. Cook said she appreciates the management team

and worked very closely with the audit team and opened it up to questions. Mr. Lambert thanked Ms. Cook for her and her team's work with this audit. Mr. Hegarty stated that by unanimous vote the Audit and Finance Committee recommends the acceptance of the Audited Financial Statements and Single Audit. Ms. Canavan made the motion to accept the Audited Financial Statements and Single Audit and the motion was seconded by Mr. Hegarty. The vote to accept was unanimous.

Next on the agenda was the performance update and presentation of the Transit Asset Management targets for approval. Ms. Forrester presented the ridership, stating recently there was a day with over 15,000 riders, which was a record high. She continued to explain that ridership in July, August, and September doubled from the previous year. Ms. Forrester stated that Dial-A-BAT ridership has also continued to stay stable. Ms. Forrester then moved on to discuss the performance dashboard. She stated that the passengers per revenue hour, passengers per revenue mile, and on-time performance are all meeting the set standards and, in some cases, exceeding the set goals. Ms. Forrester then explained the TAM Performance Measures. She said the TAM Plan is the result of a federal policy designed to make sure that assets are being replaced in a set period of time to ensure a state of good repair. Ms. Forrester explained that BAT has an aggressive grants and capital program that funds asset replacement. Mr. Lambert called to make the motion to adopt the targets. Ms. Canavan moved to adopt the targets and was seconded by Mr. Hegarty. The motion passes unanimously.

Next on the agenda was the FY24 Local Assessments. Ms. Sacchetti said the assessments are 2.5% over last year. She then moved on to discuss the weighted vote for each town and how they are determined. Mr. Hegarty moved to accept the local assessments; the motion was seconded by Ms. Canavan. The motion passed to accept the local assessments.

Ms. Sacchetti went over the budget update and pointed out which line items are favorable and unfavorable to the budget. She said that BATs operating revenues are reporting unfavorable to the budget by \$258,000 and total operating expenses favorable by \$518,000. She explained that the FY25 budget was created with the assumption that fare box revenue collection would return after the first quarter of FY2025. However, with additional state fare free funding BAT can expect to stay fare free through the end of FY2025. She said that this line item would continue to be unfavorable until the budget is amended later in the fiscal year. The fare free funding is sufficient to make up the loss of farebox revenue, while also promoting higher ridership.

Mr. Lambert gave his update. BAT will be presenting on its operational recovery from COVID to the Metro South Chamber event and the Moving Together conference. Next, he mentioned BAT's 50th anniversary and electric bus unveiling at BAT's customer appreciation day. Mr. Lambert then explained that the state budget process ended, providing the good news that BAT received inflationary funding for operating assistance that will allow BAT to continue with the new service it has added as well as continuing the fare free program due to the "millionaire's tax". Mr. Lambert then stated that BAT received funding to continue the BAT Flex service in Rockland and expand the hours of operation to include Saturdays.

Mr. Lamber then asked if there was any old business or new business. The only other item he mentioned was the upcoming Board Meeting dates, which currently project out to January 2025. Mr. Lambert then made the motion to adjourn and it was so moved by Ms. Canavan.

Meeting Adjourned.

Respectfully submitted,

Emily Adams

Project Coordinator

Documents Included in October 3, 2024

1. Agenda
2. Advisory Board Meeting Minutes – July 25, 2024
3. Performance Dashboard
4. TAM Performance Targets
5. FY24 Local Assessments
6. FY25 Budget
7. FY25 Budget Summary