

**MONTACHUSETT REGIONAL TRANSIT AUTHORITY (MART)
MEETING MINUTES OF MARCH 31, 2015
MART MAINTENANCE FACILITY
1427R WATER STREET
FITCHBURG, MA 01420**

I. Call to Order

The meeting was called to order at 10:50 a.m.

ADVISORY BOARD MEMBERS PRESENT: (constituting a quorum)

Mayor Mark Hawke (Chairman)	Gardner
Mayor Dean Mazzarella	Leominster
Mayor Lisa Wong	Fitchburg
Keith Bergman (representing Selectmen)	Littleton
Richard Hatch (representing Selectmen)	Shirley
Shaun Suhoski (representing Selectmen)	Athol
Francis Powers (representing Selectmen)	Boxborough

ADVISORY BOARD MEMBERS ABSENT:

Selectperson Heather Billings	Westminster
Selectperson Phyllis Luck	Lunenburg
Alexandra Turner (representing Selectmen)	Lancaster
Kenneth F. Troup (representing Selectmen)	Bolton
Anita Scheipers (representing Selectmen)	Hubbardston
Robert Pontbriand (representing Selectmen)	Ayer
Alida Herring (representing Selectmen)	Winchendon
Laura Alger (representing Selectmen)	Royalston
Mark Carlisle (representing Selectmen)	Ashburnham
Alyson Toole (representing Selectmen)	Stow
Laura McIntye (representing Selectmen)	Hardwick
No Representative	Ashby
Robert Markel (representing Selectman)	Templeton
No Representative	Sterling
No Representative	Harvard

STAFF PRESENT:

Mohammed Khan, James Sluss, Ray Garcia, Jessica Lashua, Bonnie Mahoney, Brenda Martinez, Adam Gromelski, and Keary Connors

GUESTS PRESENT:

Thomas Schiavone	MassDOT
Trevor Bayard-Murray	MassDOT
Mark Goldstein	MART's Attorney
George Kahale	Montachusett Regional Planning Commission
Phil Rocca	Management of Transportation Service
Andy Divoll	Management of Transportation Service
Melissa L'Ecuyer	Management of Transportation Service
Cliff Clark	Sentinel & Enterprise

II. Call to Order

III. General Comments

IV. Approval of October 21, 2014 and January 20, 2015 minutes

RESOLUTION- K. Bergman of Littleton moved that the Advisory Board of the Montachusett Regional Transit Authority approves the October 21, 2014 and January 20, 2015 minutes as presented. The motion was seconded and passed unanimously.

V. Financial Matters

A. Status of State Funding

M. Khan informed the Board the State budget for RTA's is \$80 million and the Legislatures are working to increase it another \$2 million which would give MART some additional funding.

B. Status of Federal Funding

M. Khan informed the Board, MART will get \$2.9 million in 5307 funding and \$2.3 million of that will be used for operational cost.

C. Finance Committee Report

K. Bergman informed the Board there is a projected deficit of \$300,000-\$400,000. We asked the State how we account for a deficit under the new forward funding. We as the Finance Committee did not recommend the FY2016 budget as presented. We need to know how we will handle a deficit. We did recommend MART start the process of the fare increase.

D. Status of FY2015 Budget and Review of 7 Month Expenditures and Revenue

J. Sluss informed the Board that the deficit is \$159,000 and best case scenario is we will end the year with a \$250,000 deficit.

M. Khan stated what we need to do is ask the State to make a policy about what will be done if any RTA has a deficit. There are 15 RTA's and they will need this guidance/policy. The MBTA has a deficit and we should deal with a deficit the same way they do with the State. We also have not gotten State Contract Assistant(SCA) for Athol, Franklin Regional Transit is still receiving the SCA for Athol we need our legislatures help in clearing up this matter.

T. Schiavone of MassDOT explained SCA and local assessment to the Board. The numbers we use in our formulas are 24 months in the rear. We are working on trying to use more current numbers.

E. FY2016 Budget

K. Bergman stated we need to insist that the budget be correct and balance. We should delay approving a FY2016 budget until a date closer to June 1st and at that time we will hopefully have more guidance from the State on how MART will handle a deficit.

M. Khan stated my position would be to adopt the budget and then revise it once we find out from the State how MART is to handle a deficit.

K. Bergman stated if the State doesn't give us the answers in time to adopt the budget than we should adopt a budget with a reasonable deficit number included/reduced by for FY2016. F. Powers of Boxborough supported this idea.

The Board set a date for the next board meeting May 5, 2015 at 10:30am.

RESOLUTION-K. Bergman of Littleton moved that the Advisory Board of the Montachusett Regional Transit Authority approves to receive the budget and to schedule the matter of adoptions for a special meeting on May 5, 2015. The motion was seconded and passed unanimously.

V. Administrative Matters

A. Introduction to James Sluss, MART Controller effective March 16, 2015

B. Reorganization of MART's Administrative Operation

1. Elimination of the Assistant Administrator Position

2. Hiring of Benilda Martinez, General Accounting Manager

C. Fare Increase/Public Hearing Process

RESOLUTION – K. Bergman of Littleton moved that the Advisory Board of the Montachusett Regional Transit Authority approves the fare increase as proposed by the Administrator and

authorizes the Administrator to hold two public meetings in Fitchburg and Gardner. The motion was seconded and passed unanimously.

D. Title VI Program

B. Mahoney went over the Title VI Program that MART is required to submit every 3 years to FTA.

RESOLUTION- K. Bergman of Littleton moved the Advisory Board of the Montachusett Regional Transit Authority approves the Title VI Program, as presented by the Grants Director of Operations. The motion was seconded and passed unanimously.

E. Comprehensive Service Analysis

B. Mahoney stated based upon this comprehensive service analysis our operating company is going to analyze all of the routes for on time performance. The report recommends routes 1 & 3 eliminate Industrial Road, eliminate route 10 and include more times we go to Water Tower Plaza and the Hospital on route 2 and 9. Run route 4 on Saturdays using our summer schedule. Surveying route 5, 6, 7 & 11 because of there on time performance issues and Gardner we will turn the loop into a figure eight loop with more stops at city hall.

VI. Other Business

VII. Adjournment

The meeting adjourned at 12:07 p.m.