

**MONTACHUSETT REGIONAL TRANSIT AUTHORITY (MART)
MEETING MINUTES OF APRIL 23, 2019
MART MAINTENANCE FACILITY
1427R WATER STREET
FITCHBURG, MA 01420**

I. Call to Order

The meeting was called to order at 10:33 a.m.

ADVISORY BOARD MEMBERS PRESENT: (constituting a quorum)

Mayor Dean Mazzarella	Leominster
Mayor Stephen DiNatale	Fitchburg
Dick Maki (representing Selectmen)	Sterling
Kenneth F. Troup (representing Selectmen)	Bolton
Shaun Suhoski (representing Selectmen)	Athol
Selectperson Phyllis Luck	Lunenburg
Robert Pontbriand (representing Selectman)	Ayer

ADVISORY BOARD MEMBERS ABSENT:

Mayor Mark Hawke	Gardner
Selectman Barbara Anderson	Winchendon
Anthony Ansaldi (representing Selectmen)	Littleton
Selectperson Heather Billings	Westminster
Jan Robbins (representing Selectman)	Ashburnham
Alexandra Turner (representing Selectmen)	Lancaster
Ryan Ferrara (representing Selectmen)	Boxborough
Tim Bragan (representing Selectman)	Harvard
Shaun Suhoski (representing Selectmen)	Athol
Ryan McLane (representing Selectmen)	Hubbardston
Roland Hamel (representing Selectmen)	Royalston
Alyson Toole (representing Selectmen)	Stow
Corey Harju (representing Selectman)	Ashby
Carter Terenzini (representing Selectman)	Templeton
No Representative	Shirley
No Representative	Hardwick

STAFF PRESENT:

Mohammed Khan, Bruno Fisher, James Sluss, Bonnie Mahoney, Sherry Corcoran, Benilda Martinez, Jessica Lashua, Adam Gromelski and Keary Connors

GUESTS PRESENT:

Phil Rocca	Management of Transportation Service
George Kahale	Montachusett Regional Planning Commission
Cliff Clark	Sentinel and Enterprise

II. General Comments

III. Approval of Minutes from January 24, 2019

RESOLUTION- Robert Pontbriand of Ayer moved that the Advisory Board of the Montachusett Regional Transit Authority approves the January 24, 2019 minutes as presented. The motion was seconded and passed unanimously.

IV. Financial Matters

- A. Status of State Funding:
 - 1. FY2019 Budget Impact

2. Legislative and Governor's RTA Task Force Deliberations

James informed the Board, State funding is done on a prefunding basis, which means MART would see the funding around October.

Bruno informed the Board the House Budget was at \$86 million for the RTA's, the Senate budget should be at \$90.5 million for the RTA's. MART's budget will be based on the \$90.5 million.

B. Status of Federal Funding

MART is hoping the Federal funding will keep progressing in a positive manner.

C. Income and Expenditures Report for FY2019

James informed the Board MART is trending to end the year with a \$400,000 deficit, which won't impact the services MART offers. For FY2020 MART should be back on track and not have to worry about a deficit.

D. Finance Committee Update and Recommendations

Ken Troup informed the Board that the Finance Committee voted to recommend the FY2020 budget to the Advisory Board and that the deficit is a manageable number. Also the Finance Committee is looking for 2 additional volunteers for the committee.

E. Approval of FY2020 Budget

James stated the FY2020 budget is based on the State budget of \$90.5 million which would give MART an additional \$570,000 in funding. MART will also have a full year of increase in service fees and a decrease in legal fees.

RESOLUTION- Ken Troup of Bolton moved that the Advisory Board of the Montachusett Regional Transit Authority approve the FY2020 budget as presented by the Administrator. The motion was seconded and passed unanimously.

V. Administrative Matters

A. Election of Officers (Nomination Request)

Mohammed informed the Board that at the next meeting election would take place.

B. Status/Update on Ayer Commuter Rail Parking Facility:

1. Schedule of Construction
2. Ground Breaking

Robert Pontbriand invited everyone to the Ground Breaking Ceremony on May 20, 2019 at 10:00am. He then went over the construction plan for the Ayer Commuter Rail Parking Facility. The contract was awarded to Hutter, they were well recommended and are doing several projects in the area. They will take over the site April 29, 2019. Depot Square will have 30 -40 parking spaces during the construction.

Bruno informed the Board that the State doesn't want MART to borrow the additional \$1 million needed for the project. The State is looking into capital funds to help finance the \$1 million.

C. Fixed Route Services to Devens and Littleton Areas (Opening of Satellite Operations Office)

Littleton ridership is increasing and we have reduced Athol route by 50% and the ridership continues to increase. MART is also working on a satellite office in Littleton/Devens Area.

D. COA Transportation Contract Status with Member Municipalities:

1. Contract Agreements / Insurance Transfers Completed w/ 13 of 14 COA's

Bruno informed the Board that only one COA contract is outstanding at this time. MART will need to deal with Harvard one on one to get the contract in place.

2. Electronic Invoices

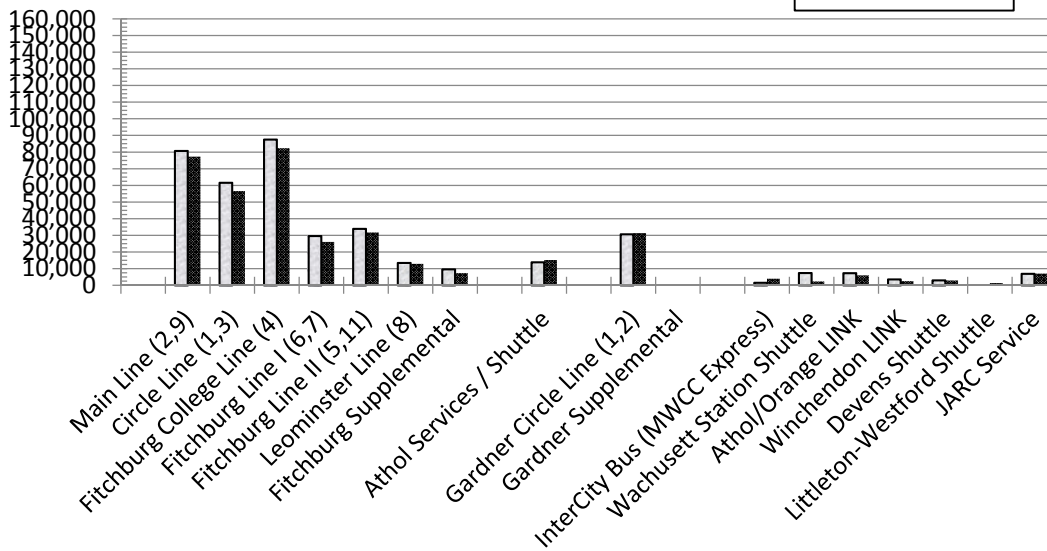
Bruno also stated the electronic invoices have been working out great. Every Council on Aging is now billing the same way and consistently. They are only billing for direct transit costs and nothing additional.

VI. Operational Services

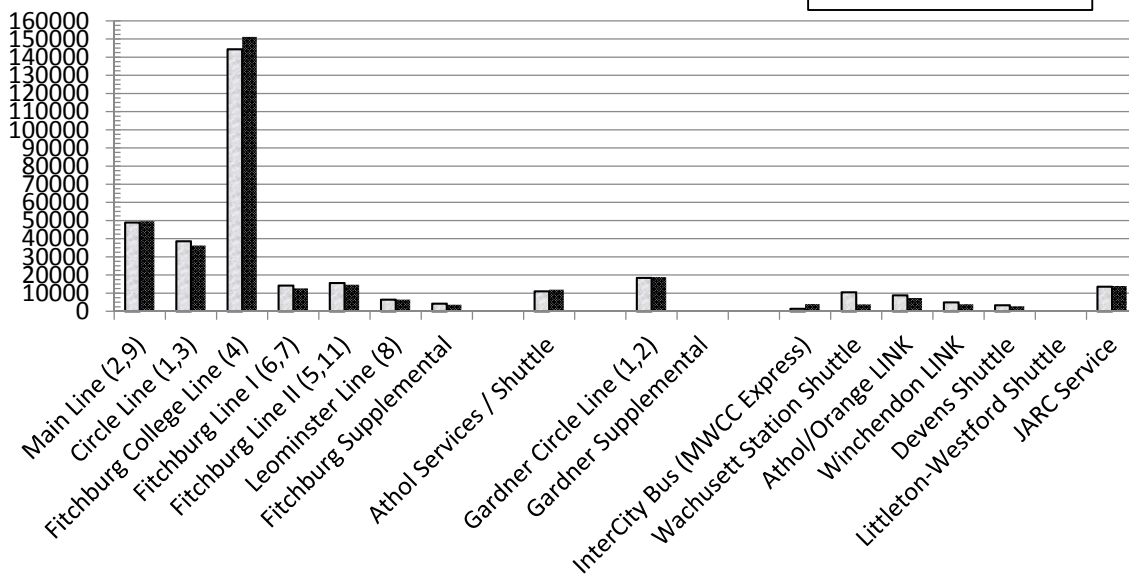
A. MART Transit Operation Status:

1. Revenue and Ridership
2. Fixed Route Services in Fitchburg, Leominster, Gardner and Athol Area

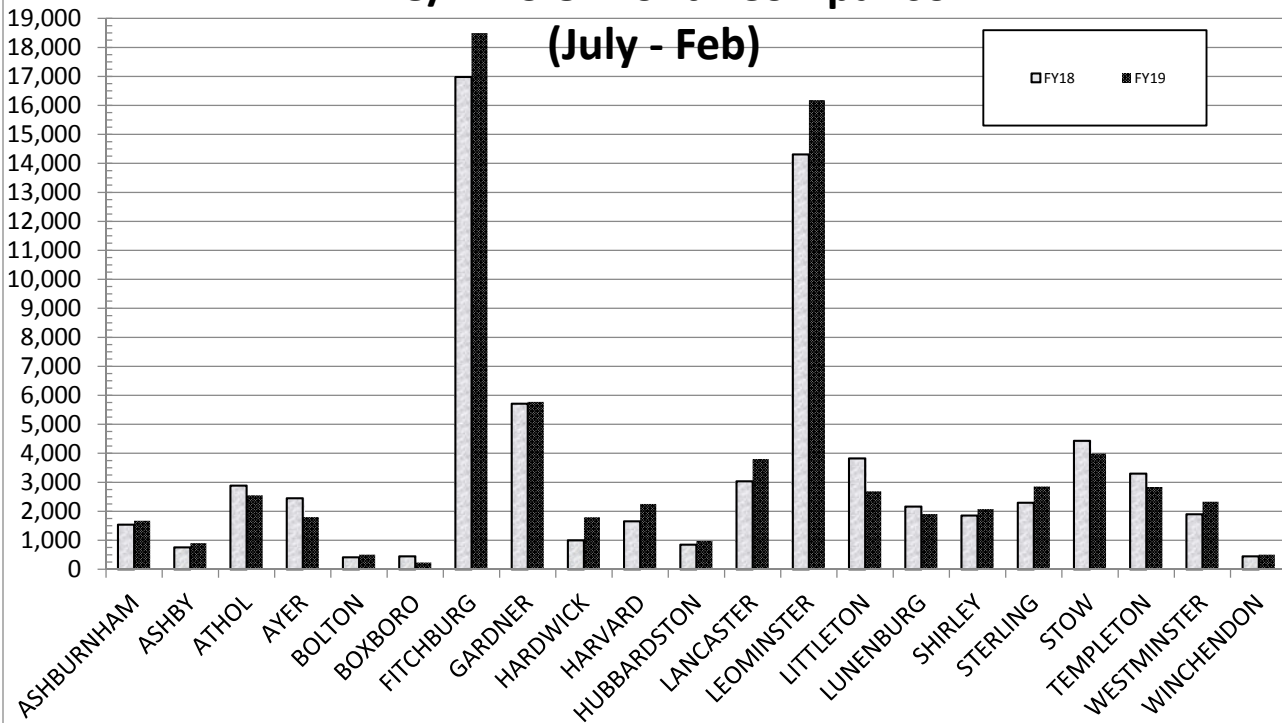
**Fixed Route Ridership
FY18/FY19 8 Month Comparison
(July - Feb)**



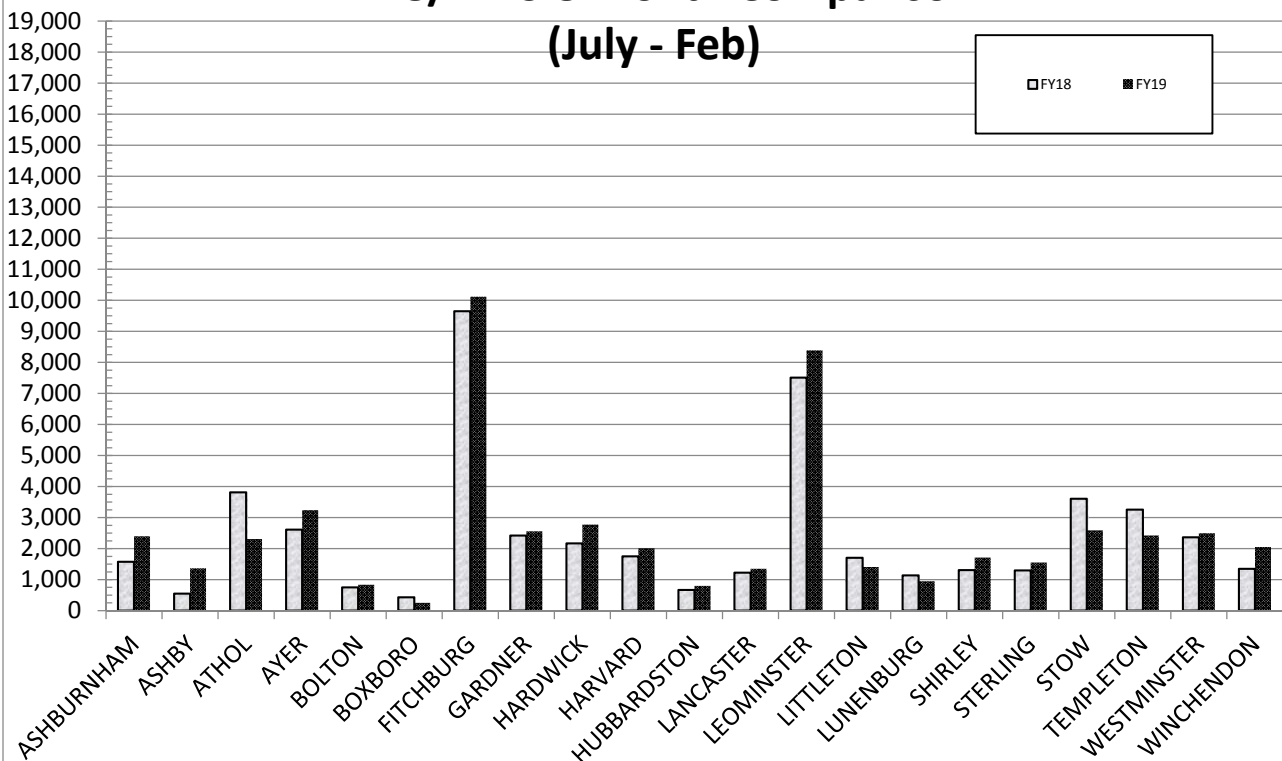
**Fixed Route Revenue
FY18/FY19 8 Month Comparison
(July - Feb)**



Council On Aging Ridership FY18/FY19 8 Month Comparison



Council On Aging Revenue FY18/FY19 8 Month Comparison



B. HST Brokerage Operation

Department of Developmental Services

MART continues to provide broker transportation services for the Department of Developmental Services. MART provides services in the Pioneer Valley area, Central/West region which includes North and South Central areas, Metro Boston region including the North and South Shore areas.

MART is currently transporting approximately 7,650 consumers to 175 various day programs across the above mentions areas using 63 vendors.

Department of Mental Health

MART is currently providing DMH services for five regions across the state. We utilize 16 contractors to transport approximately 600 clients to 14 various DMH clubhouses.

Department of Public Health EI Program

MART continues to manage transportation services for the Department of Public Health (DPH) Early Intervention Program (EIP) in the Pioneer Valley, North and South Central, and the Greater Boston areas. MART is currently managing transportation for approximately 1300 children from birth to age three to 91 active EIP Programs with the majority of the service being provided in the Greater Boston Area. This is accomplished through contract with 17 private transportation companies.

Mass Health Transportation Program

MART continues to provide brokerage services for the Mass Health and Integrated Care Options (ICO) transportation for the Greater Metro Boston, Pioneer Valley, North Central and the South Central areas.

MART currently services the transportation needs of the Mass Health consumers in two hundred and twenty-three (223) cities and towns. Transportation averages approximately 10,000 one-way trips per day with the highest volume in the Metro Boston area.

MART is currently contracted with approximately 200 transportation providers for the above mentioned areas and assigns work via a low cost bid system.

Other Brokerage Services

MART also provides brokerage services on a smaller scale for the Mass Rehab Commission and the Mass Commission for the Blind, this is primarily a demand response service with transportation requested being processed by the agency through the HST Office and MART then bids out the trips via a low cost bid system. Both of these program combined average approximately 900 to 1,000 one way trips on a monthly basis.

VII. Other Business

VIII. Adjournment

The meeting adjourned at 11:20 a.m.