

**MONTACHUSETT REGIONAL TRANSIT AUTHORITY (MART)
MEETING MINUTES OF SEPTEMBER 18, 2019
MART MAINTENANCE FACILITY
1427R WATER STREET
FITCHBURG, MA 01420**

I. Call to Order

The meeting was called to order at 10:37 a.m.

ADVISORY BOARD MEMBERS PRESENT: (constituting a quorum)

Michelle Nadeau (representing Mayor)	Leominster
Mayor Stephen DiNatale	Fitchburg
Mayor Mark Hawke	Gardner
Dick Maki (representing Selectmen)	Sterling
Kenneth F. Troup (representing Selectmen)	Bolton
Corey Harju (representing Selectman)	Ashby
Shaun Suhoski (representing Selectmen)	Athol
Robert Pontbriand (representing Selectman)	Ayer

ADVISORY BOARD MEMBERS ABSENT:

Selectperson Phyllis Luck	Lunenburg
Selectperson 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
Carter Terenzini (representing Selectman)	Templeton
No Representative	Shirley
No Representative	Hardwick

STAFF PRESENT:

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

GUESTS PRESENT:

Bruce D. Norling	CPA, P.C.
Phil Rocca	Management of Transportation Service

II. General Comments

III. Approval of Minutes from April 23, 2019

RESOLUTION- Ken Troup of Bolton moved that the Advisory Board of the Montachusett Regional Transit Authority approves the April 23, 2019 minutes as presented. The motion was seconded and passed unanimously.

IV. Financial Matters

A. Status of State Funding:

Mohammed Khan told the Board that MART will receive \$340,000 in additional funding over last year. Also \$250,000 earmark was given to Ayer for the Depot Square improvements.

B. Status of Federal Funding

Mohammed informed the Board that MART will receive \$150,000 additional formula funding to make our shares total to \$3.3 million.

C. Finance/Audit Committee Update and Recommendations

1. Audit FY2019

James went over the Audit. MART has a \$1.2 million deficit. He went over the causes for the deficit and how MART will handle the deficit. The major causes for the deficit are as follows:

- Legal Expenses
- Loss of Earmark for Athol Services
- SCA reduced/level funding for many years.
- Paratransit and Subscription Service Restructure.

James Sluss also stated that MART would not be increase the RAN because of the deficit.

Bruce Norling informed the Board that he agreed with all the above items as being cause for the deficit. His firm also tested for controls and policies and had no findings. He stated he was impressed with MART's systems in place, policies and procedures.

Mohammed informed the Board that there will be no reduction in service because of the deficit.

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

V. Administrative Matters

A. Election of Officers (Nominations)

Nominated: Mayor Stephen DiNatale, Chairman
Mayor Mark Hawke, Vice-Chairman

Floor nominations were solicited by the Chairperson and closed. There were none.

B. Town of Ashburnham to appoint a voting member from the disabled community to the Advisory Board

Mohammed informed the Board a letter would be sent to Ashburnham Board of Selectman to have them appoint a voting disabled member to the Board.

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

1. Schedule of Construction and to Date Progress Status

Bruno Fisher informed the Board that the Ayer garage is on schedule and on budget. The garage should be opening in December. MART will not have to borrow additional funding to complete the project since MassDOT gave MART the additional funding.

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

Bruno informed the Board about 85 people a week are riding the Littleton Shuttle; we may expand service to a housing complex that is around the corner from the current route. In Devens we have reduced service and made some service into on demand.

E. COA Transportation Contract Status with Member Municipalities

Bruno stated all COA's have finalized and signed insurance transfers. Appraisal and repairs for accidents seem to be slow. MART is also looking into scheduling and booking COA's rides for communities and the Town's would just do the dispatching of vehicle.

F. Possible Joint Fully Funded Application to State DOT for an Inter RTA Transit Operation Serving Clinton and Neighboring Municipalities within MART & WRTA Service Area

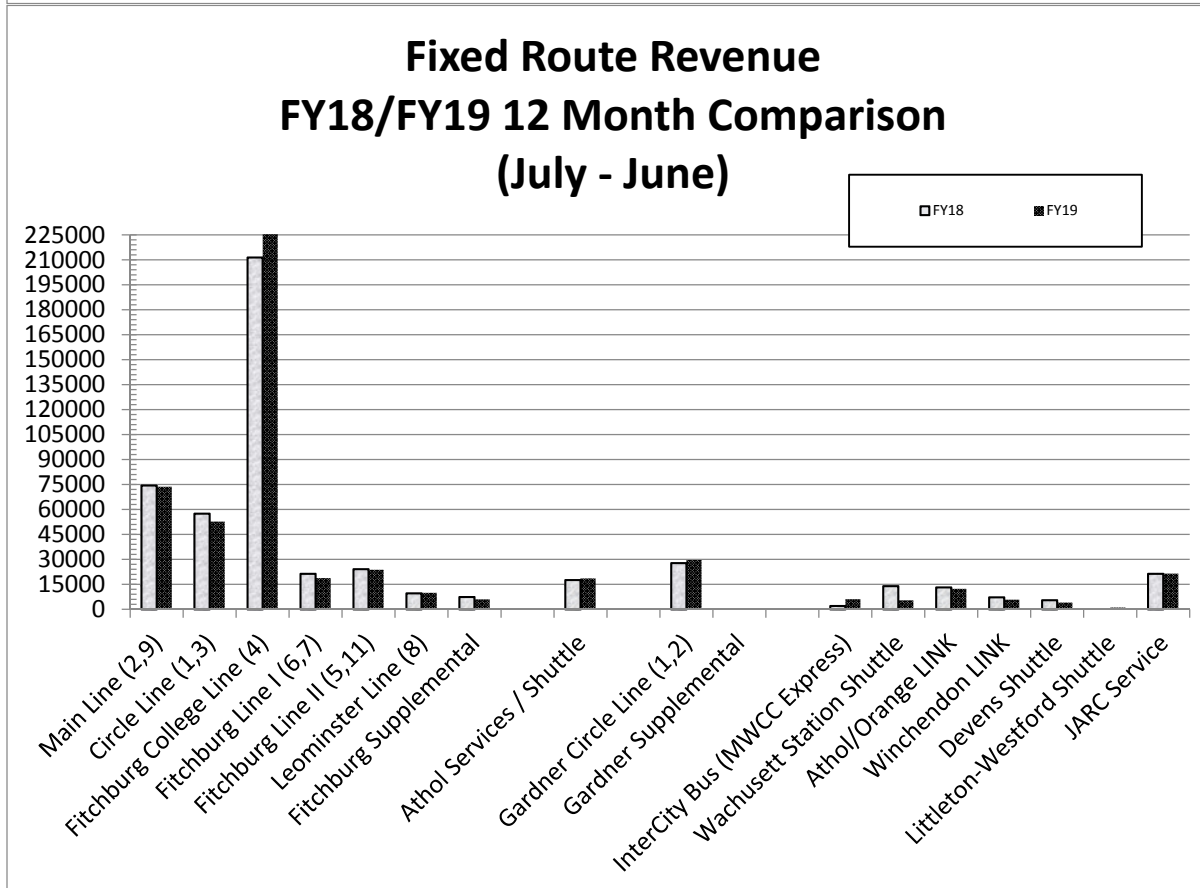
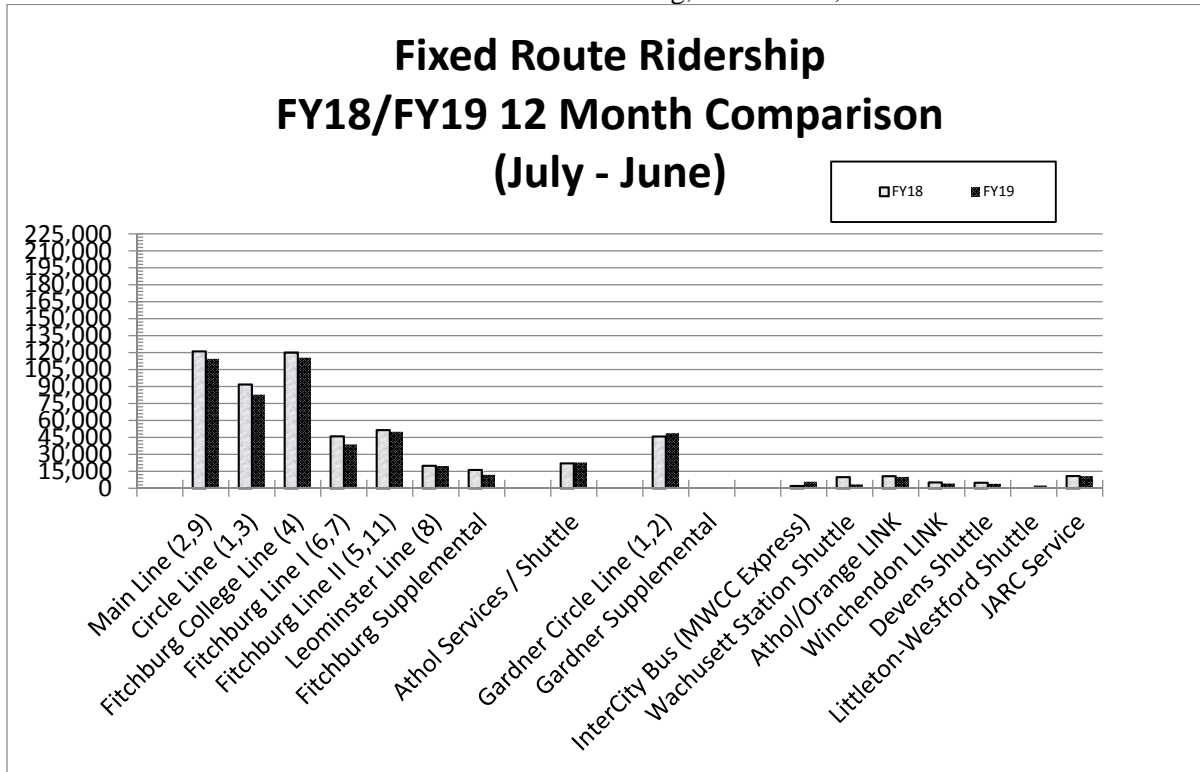
Bonnie Mahoney informed the Board there is a grant for inter RTA transit operation. Federal highway funds will be used for services that would impact air quality. This grant is set up to serve the work force population from here to Sterling/Worcester/Clinton. The new operation would expand the Worcester Shuttle to different companies in Clinton with service to the Mall at Whitney Field and Leominster Commuter Rail Station. There would be a hub center in Clinton

to transfer to WRTA.

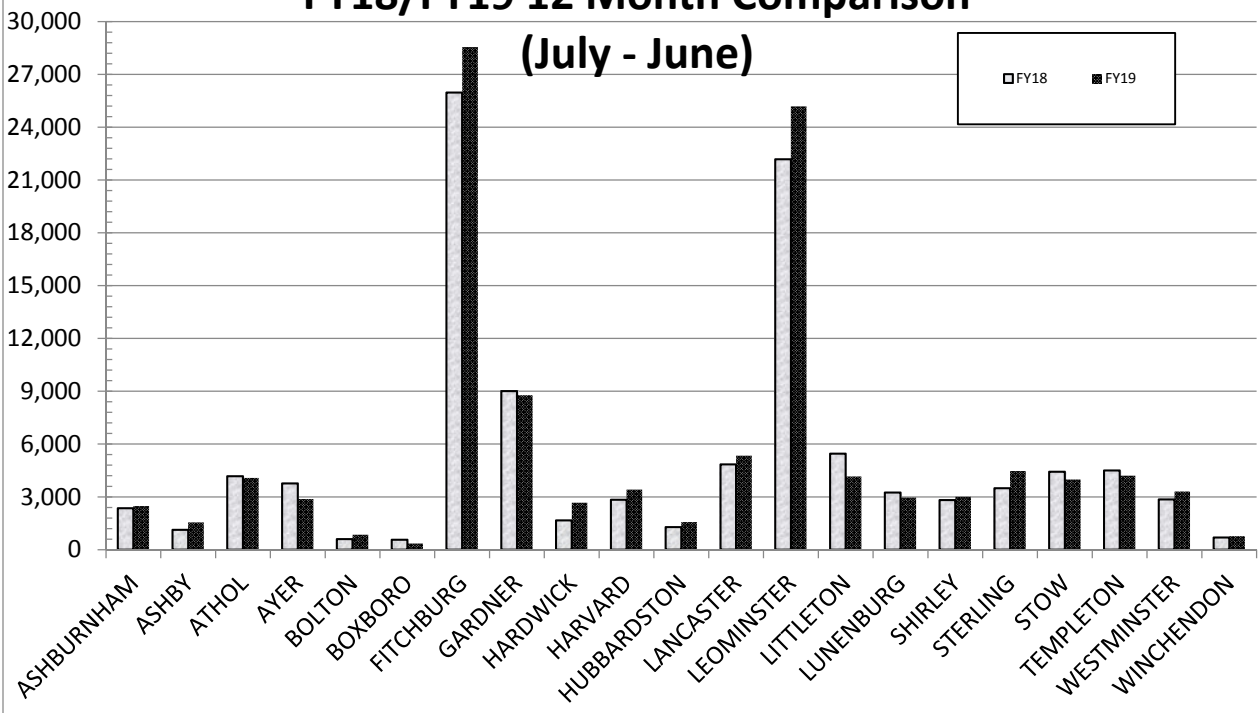
VI. Operational Services

A. MART Transit Operation Status:

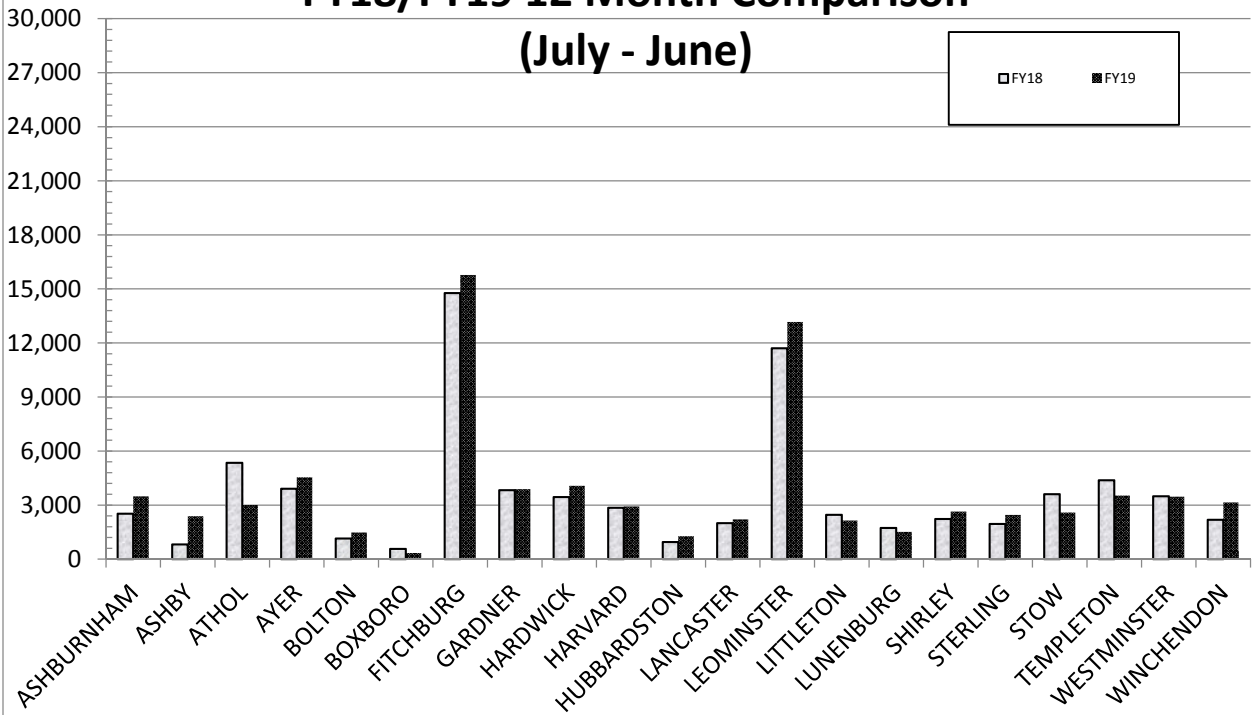
1. Revenue and Ridership
2. Fixed Route Services in Fitchburg, Leominster, Gardner and Athol Area



Council On Aging Ridership FY18/FY19 12 Month Comparison (July - June)



Council On Aging Revenue FY18/FY19 12 Month Comparison (July - June)



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 programs combined average approximately 900 to 1,000 one way trips on a monthly basis.

VII. Other Business

VIII. Adjournment

The meeting adjourned at 11:43 a.m.