

MART Finance Committee Meeting Minutes
Remotely
March 21, 2022 10:30 a.m.

The meeting was called to order at 10:32 a.m.

MEMBERS PRESENT: (constituting a quorum)

Mayor Stephen DiNatale	Fitchburg
Ken Troup	Bolton
Richard Maki	Sterling

MEMBERS ABSENT:

Joseph Layden	Littleton
Robert Pontbriand	Ayer
Selectperson Heather Billings	Westminster
Jan Robbins	Ashburnham

STAFF PRESENT:

Bruno Fisher, James Sluss, Jessica Lashua, and Keary Connors.

- Approval of December 13, 2021 Meeting Minutes
Richard Maki of Sterling moved to approve the minutes from December 13, 2021. The motion was seconded and passed unanimously.
- FY2022 Q2 - YTD Financial Update
James Sluss informed the Committee that quarter 2 ended with zero surplus and zero deficit. The second half of the year costs increased because of winter.
- FY2022 Projections – Brokerage & Transit
 - Transit
 - MART has implemented a hiring initiative to overcome workforce shortages. Employee referral \$500 after 90 days.
 - MART is currently reviewing all routes and conducting public meetings to better understand ridership needs and to maximize the efficiency and cost-effectiveness of the fixed route services through improved scheduling
 - Additionally, MART is implementing a “right-sized” bus allocation model for each route to run efficiently and control costs
 - Brokerage
 - For the current FY22 contract year, we are projecting a management fee surplus that will be carried forward of \$500,000, balances carried forward in initial contract years will be utilized in later years as costs increase
- Update on Federal and State Grants
 - CARES \$4 million remaining
 - ARPA \$7.2 million remaining

CRRSA \$2.3 million remaining

5307 formula grant funding is being reserved to support unplanned expenses, this funding can be used for both capital and operating expenses.

- Open Items

MART will be having public meetings. Agenda items will be new fareboxes and customer input for routes and transit.

MART also hired a Mobility Manager to do outreach to businesses. MART is looking to find out what businesses need.

- Adjournment

Adjournment The meeting adjourned at 11:24 a.m.