

**BERKSHIRE REGIONAL TRANSIT AUTHORITY
MEETING OF THE ADVISORY BOARD**

June 10, 2025

4:00 PM

BRTA Intermodal Transportation Center, Second Floor Board Room, 1 Columbus Avenue, Pittsfield,
MA 01201

ADVISORY BOARD MINUTES

Berkshire Regional Transit Authority Advisory Board Members Present:

William Elovirta, Becket; Ray Killeen, Cheshire; John Boyle, Dalton; Mary Reilly, Lanesborough; Frank Abbott, Monterey; Sandra Lamb, North Adams; Mayor Peter Marchetti, Pittsfield; Jamie Minacci, Stockbridge; Brian O'Grady, Williamstown; and Douglas McNally, Windsor. Philip Orenstein, Great Barrington arrived during the Minutes. S. Fontaine, Adams arrived during the Finance Committee Recommendation.

Berkshire Regional Transit Authority Advisory Board Members Absent:

Bruce Schreiber, Alford; Jeff Levanos, Clarksburg; Melanie Vicneire, Egremont; Neil Olsen, Florida; Sherman Derby, Sr., Hancock; Raymond Huntoon, Hinsdale; Andrea Wadsworth, Lee; Mindi Morin, Lenox; Brian Tobin, Mt. Washington; Sherri Youngkin, New Ashford; Stuart Lawrence, New Marlboro; Brandi Page, Otis; Terry Walker, Peru; Alan Hanson, Richmond; Justin Kaczowski, Savoy; Nadine Hawver, Sheffield; Michael Case, Washington; Andrew Potter, West Stockbridge; and Brian Morrison, Rider Representative.

Also, present: Robert Malnati, Sarah Vallieres, and Barbara White, BRTA; Ben Hansen; Accem Scott, and Bobby Quintos, BTM; Brianna Steele, iBerkshires; and Patti Annechiarico.

| | Voting Shares | Present | |
|----------------------|---------------|---------|------------------------------|
| Adams | 2.76 | 2.76 | |
| Alford | 1.00 | 0.00 | |
| Becket | 1.08 | 1.08 | |
| Cheshire | 3.66 | 3.66 | |
| Clarksburg | 1.00 | 0.00 | 38.50 needed for quorum. |
| Dalton | 2.47 | 2.47 | 44.11 when called to order |
| Egremont | 1.02 | 0.00 | 47.80 after the minutes vote |
| Florida | 1.00 | 0.00 | 50.56 after the Fin Com vote |
| Great Barrington | 3.69 | 3.69 | |
| Hancock | 1.00 | 0.00 | |
| Hinsdale | 1.29 | 0.00 | |
| Lanesborough | 2.29 | 2.29 | |
| Lee | 3.55 | 0.00 | |
| Lenox | 4.42 | 0.00 | |
| Monterey | 1.02 | 1.02 | |
| Mt. Washington | 1.00 | 0.00 | |
| New Ashford | 1.07 | 0.00 | |
| New Marlborough | 1.00 | 0.00 | |
| North Adams | 6.15 | 6.15 | |
| Otis | 1.00 | 0.00 | |
| Peru | 1.04 | 0.00 | |
| Pittsfield | 20.93 | 20.93 | |
| Richmond | 1.00 | 0.00 | |
| Savoy | 1.00 | 0.00 | |
| Sheffield | 1.05 | 0.00 | |
| Stockbridge | 2.95 | 2.95 | |
| Washington | 1.00 | 0.00 | |
| West Stockbridge | 1.00 | 0.00 | |
| Williamstown | 2.52 | 2.52 | |
| Windsor | 1.04 | 1.04 | |
| Rider Representative | 1.00 | 0.00 | |
| Disability Community | 1.00 | 0.00 | |

1) ROLL CALL

D. McNally called the Advisory Board Meeting to order at 4:00 PM stating this meeting will be recorded for the purposes of the notes of the Board Minutes.

2) ADMINISTRATOR'S REPORT

R. Malnati stated three Advisory Board members will serve on the Search Committee for the Administrator's position. There have been ten responses for the Administrator's position from the ad that was posted the end of May. The process will start with the establishment of the Search Committee. MassDOT Auditors were at BRTA and Maintenance Facility. There were additional questions, and more information was provided to them. R. Malnati discussed the annual borrowing process has begun. The last provider will not assist this year and referred BRTA to another provider. BRTA's audit has been scheduled with Adelson for the beginning of August after they complete their audit at Downing the end of July.

3) MINUTES OF MAY 22, 2025 MEETING - VOTE

B. O'Grady made a motion to accept the minutes of the May 22, 2025 meeting and J. Boyle seconded the motion. The minutes of May 22, 2025 meeting were approved with the abstentions of M. Reilley and F. Abbott.

4) FINANCE COMMITTEE RECOMMENDATION - VOTE

Finance Committee members met with R. Malnati regarding his retirement. He has 23 years with BRTA and 12 years as Administrator, with accumulated 1,270 hours of sick time and the Committee wants to compensate him for those hours. The Finance Committee recommends that R. Malnati be paid 25% of his current per diem for the number of unused days accumulated. The total compensation would come to \$19,100.80. There is money available in this year's Budget and if we approve this today, it will not impact next year's FY 2026 Budget.

J. Minacci asked where, in this year's Budget, does it come out of. R. Malnati stated, through May, the fare revenue budget is over \$29,000 and transportation revenue is over \$41,000. We are \$70,000 over the Budget in Revenue. In Expenses, utilities, are \$3,700 under Budget, interest expense, for the Note we must repay, is \$13,000 under Budget for Administrative side, and Professional Services under Fixed Route is \$87,000. We have \$80,000 on the Fixed Route side and \$13,000 on the administrative side. We are under Budget by \$93,000 and over Budget in our Revenue by \$70,000. There is room, if this payment is to be made, under this Fiscal year. It would show up under Administrative Expenses, under Labor charge or Fringe Benefits. The whole budget will be under budget for Expenses. J. Minacci asked if it would come out at one time. We had this question last time about Federal monies coming in. Would it affect any of that. Mr. Malnati stated no. If it were paid next fiscal year, at the end of the year, there must be a 50% Federal, 50% State match.

D. McNally made a motion to approve the payment to R. Malnati for 25% of the accumulated 1,270 hours of sick time in this year's Budget. S. Lamb seconded the motion. The motion was approved with the abstention of R. Killeen.

5) CASH REPORT MAY 2025 - VOTE

R. Malnati reviewed Cash Report for the checking account through May 2025.

B. O'Grady made a motion to accept the Cash Reports for May 2025 and J. Boyle seconded the motion. All stated aye and the May 2025 Cash reports were unanimously passed.

6) BUDGET YTD

R. Malnati provided an overview of the budget through May. D. McNally asked if BRTA were to extend the fare free to the Non-ADA communities, how do we do that? R. Malnati stated it isn't in the budget. The Advisory Board could meet in July but that wouldn't be in time for the July 1 fare collection. Mr. Malnati would review. Mr. McNally remarked if we are trying to engage in those towns, they were not aware that we had fare free. S. Fontaine asked if we noticed an increase in those towns with the non-ADA ridership. Mr. Malnati stated marginal.

7) RIDERSHIP YTD

R. Malnati reviewed fixed route ridership through May transporting 62,849 customers, a 32% increase from the previous May's 47,500. Last year, June had 52,000 riders which we should be eclipsing. If we do, the yearly total should be over 600,000 riders. Fare free is gaining traction. There was a discussion on the increase of ridership and the connection to the fare free event.

8) NEXT MEETING DATE/TIME

August 28, 2025 at 4 PM.

9) ADJOURNMENT

J. Boyle made a motion to adjourn, and J. Minacci seconded the motion. All stated aye and the meeting was adjourned at 4:23 PM.

MEETING MATERIALS

BRTA Advisory Board Packet
BRTA Cash Report May 2025
BRTA Budget YTD-May

| Town | 3) Minutes of May 22, 2025 Meeting -VOTE | 4) Finance Committee Recommendation-VOTE | 5) Cash Report May 2025 -VOTE | 6) Adjournment |
|------------------|---|---|--------------------------------------|-----------------------|
| Adams | -- | Yes | Yes | Yes |
| Becket | Yes | Yes | Yes | Yes |
| Cheshire | Yes | Abstained | Yes | Yes |
| Dalton | Yes | Yes | Yes | Yes |
| Great Barrington | Yes | Yes | Yes | Yes |
| Lanesborough | Abstained | Yes | Yes | Yes |
| Monterey | Abstained | Yes | Yes | Yes |
| North Adams | Yes | Yes | Yes | Yes |
| Pittsfield | Yes | Yes | Yes | Yes |
| Stockbridge | Yes | Yes | Yes | Yes |
| Williamstown | Yes | Yes | Yes | Yes |
| Windsor | Yes | Yes | Yes | Yes |