

Berkshire Regional Transit Authority  
Finance/Audit Committee

November 4, 2025

VIA TEAMS

BRTA Boardroom, 2<sup>nd</sup> Floor, 1 Columbus Avenue, Pittsfield, MA

**Berkshire Regional Transit Authority Finance/Audit Committee Members present:**

Doug McNally, Windsor; Brian O'Grady, Williamstown; and Sandra Lamb, North Adams.

Also present: Robert Malnati and Sarah Vallieres, BRTA.

R. Malnati called the Finance/Audit Committee meeting to order at 10:00 AM.

**1. Approval of Minutes for September 25, 2025-VOTE**

The Finance Committee members reviewed the minutes of the September 25, 2025 meeting. D.

McNally made the motion to accept the Minutes and was seconded by B. O'Grady. S. Lamb abstained.

**2. FY 25 Supplemental Operations Funding**

R. Malnati explained the FY25 State Supplemental funds were built into the FY 26 budget. This funding is \$724,028. He is proposing to use this funding to offset the fare revenues of the Non-ADA program and the pilot Senior Rural program from December 2025-June 30, 2026. \$1000 for each program for 7 months for a total of \$14,000. He is also proposing to use these funds for a one-time employee thank you for your service for 82 staff (BRTA and BTM, not including GM and AGM of BTM) of \$250-500/person. The rest of the funding is to offset the Collective Bargaining Agreement contract for FY 26. Discussion:

Thank you funds: \$500/person with a letter of appreciation of service from the Administration and to be administered prior to the Holiday.

Non-ADA and Senior Rural: BRTA tracked the past 3 months of fare collection and \$1000/program was configured. This would be an important message for expansion of underserved communities in Berkshire County with the Senior Rural Program, Link 413, and the potential onset of microtransit.

**3. FY 25 Supplemental Operations Funding-VOTE**

D. McNally made a motion to approve the package as suggested for a one-time bonus of \$500 to all 82 employees. This motion was seconded by S. Lamb and approved by all.

D. McNally made a motion to approve the \$14,000 supplemental to cover the loss of fare revenue for both programs. This motion was seconded by S. Lamb and approved by all.

**4. FY 26 Pension Contribution-VOTE**

R. Malnati discussed the September 2025 Pension Committee meeting, where it was voted to contribute \$200K to the pension fund pending the appropriate time due to the government shutdown. It was reported that the market is volatile by the BRTA pension account is doing well. BRTA successfully drew funds from FTA yesterday. In September, BRTA drew Q1 and Q2 funds for Operations and has \$5M in the BRTA bank account, which should last for 5 months. BRTA has access to more Federal funds when needed and is waiting for the State's Fare Free contract (\$1.2M). R. Malnati believes this is an appropriate time to make the FY 26 Pension Contribution.

D. McNally made a motion to approve the \$200K pension contribution. This motion was seconded by B. O'Grady and approved by all.

**5. Administrator Contract Update-VOTE**

It was determined at the meeting that the Administrator Contract Update was a discussion rather than a vote. Kathleen Lambert signed the Administrator's Contract and will start working with the Administrator Malnati on December 1, 2025. This will provide ample time to understand the role and Berkshire County prior to his retirement.

**6. Next Meeting**

January 22, 2025 at 3PM (tentative) to discuss the budget adjustment reliant on all required documents are received.

The Finance Committee meeting adjourned at 10:33 AM.

**Meeting Materials**

- **BRTA Finance/Audit Committee Agenda and Packet**
- **Shown on screen, "FY 25 Supplemental Excel"**

<b>Town</b>	<b>1) Minutes 9/25/25</b>	<b>3) FY 25 Supplemental Operations Funding</b>	<b>4) FY 26 Pension Contribution</b>
<b>North Adams</b>	Abstained	Yes	Yes
<b>Williamstown</b>	Yes	Yes	Yes
<b>Windsor</b>	Yes	Yes	Yes

APPROVED