

BERKSHIRE REGIONAL TRANSIT AUTHORITY

November 20, 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:

Sarah Fontaine, Adams; Bill Elovirta, Becket; Ray Killeen, Cheshire; Philip Orenstein, Great Barrington; Mary Reilly, Lanesborough; Frank Abbott, Monterey; Sherry Youngkin, New Ashford; Sandra Lamb, North Adams; Mayor Peter Marchetti, Pittsfield; Alan Hanson, Richmond; Renee Wood, Sheffield; Jamie Minacci, Stockbridge; and Douglas McNally, Windsor.

Berkshire Regional Transit Authority Advisory Board Members Absent:

Charles Ketchen, Alford; Ron Boucher, Clarksburg; John Boyle, Dalton; Melanie Vicneire, Egremont; Joan Lewis, Florida; James Rodda, Hancock; Margaret Gregory, Hinsdale; Andrea Wadsworth, Lee; Mindi Morin, Lenox; Keith Torrico, Mt. Washington; Stuart Lawrence, New Marlborough; Brandi Page, Otis; Verne Leach, Peru; Justin Kaczowski, Savoy; Andrea Wadsworth, Washington; Andrew Krouss, West Stockbridge; Brian O'Grady, Williamstown; and Brian Morrison, Rider Representative.

Also, present: Robert Malnati, Sarah Vallieres, and Gina LePage King, BRTA; Accem Scott, BTM; Anuja Koirola, BRPC; Breanna 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	0.00	48.69 when called.
Egremont	1.02	0.00	
Florida	1.00	0.00	
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	1.07	
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	1.00	
Savoy	1.00	0.00	
Sheffield	1.05	1.05	
Stockbridge	2.95	2.95	
Washington	1.00	0.00	
West Stockbridge	1.00	0.00	
Williamstown	2.52	0.00	
Windsor	1.04	1.04	
Rider Representative	1.00	0.00	
Disability Community	1.00	0.00	

1) ROLL CALL

D. McNally called the board meeting to order at 4.00PM. R. Malnati stated that the meeting will be recorded for the purpose of note taking.

2) UPDATED BRTA BY LAWS- KP LAW

D. McNally introduced Attorney Michele Randazza, KP Law who was present virtually via TEAMS to discuss the BRTA Bylaws (included in the packet). The Bylaws have the Compensation Committee and the Finance Committee as 2 separate committees, but the functions of both Committees have been done by the Finance Committee for the past 34 years. D. McNally asked the Board if they could be merged, as legal said this was up to the Advisory Board.

There was discussion of the date of the Board meetings, wording changes, and the merging of both committees. Remote participation of the Advisory Board was discussed and tabled for the new Administrator.

After the discussion, Doug restated the suggestions from the Advisory Board:

1. Article 7, Section 1 change the word “and” to “which”.
2. Section D: If there are no Advisory Board volunteers to serve on the Compensation Committee at least 3, then the Finance Committee will fulfill the role of the Compensation Committee for 1 year.

3) UPDATED BRTA BY LAWS-VOTE

S. Fontaine made a motion to accept the amended updated BRTA Bylaws as proposed. J. Minacci seconded the motion. All in favor said aye and the amended updated BRTA Bylaws were unanimously approved. KP Law will make the changes and send it back to BRTA.

4) MINUTES OF OCTOBER 30, 2025 MEETING-VOTE

R. Wood made a motion to accept the minutes of the October 30, 2025, meeting. S Youngkin seconded the motion. All in favor stated aye, with the abstention of J. Minacci and F. Abbott, the October 30, 2025, minutes were approved.

5) OPEN MEETING LAW VIOLATION R. WOOD 10/13/2025 DISCUSSION

R. Malnati discussed the BRTA's response to the 10/13/25 Open Meeting Law Violation sent to the Division of Open Government after October's Advisory Board Meeting recommendation. D. McNally, R. Malnati, and R. Wood had a meeting determining the remaining part of the objection on the complaint was hinging on the word “update”. Overall, it was a good meeting and R. Malnati believes they are all in agreement now. He also received a letter from the Division of Open Government stating the 1st OML violation has been closed.

6) OPEN MEETING LAW VIOLATION R. WOOD 10/13/25-VOTE

There was no voting on this agenda item.

7) ADMINISTRATOR'S REPORT

R. Malnati explained the next item on the BRTA Advisory Board agenda, the FY 25 Supplemental Grant, which will be a votable item. BRTA received \$724,000 grant from MassDOT and there are 3 specific areas that the money would be used for. The first being to assist with collecting bargaining agreements to increase wages for the year. The second would be for employee appreciation program, and the last will be used for services in underserved areas. The Finance Committee voted and is recommending this to the Board. R. Malnati stated that BRTA is using the old Book Exchange house for food donations and anyone can help themselves to those items.

8) FY25 SUPPLEMENTAL GRANT DISCUSSION

R. Malnati stated the BRTA has received \$724K from the FY25 Supplemental Funds from MassDOT and discussed the 3 places he would like the funding to go to. The first is the substantial amount to go to the Collective Bargaining Agreement for Operations for this fiscal year. The second is to provide fare free transportation for underserved transit areas for both the non-ADA program and the Senior Rural program in

the amount of \$14K starting December 1, 2025, through June 30, 2026. The third is a thank you, one-time payment for past, current, and future work at BRTA for all staff. This would be \$500 each and would include a thank you letter from the Administrator. The Finance Committee met and agreed with this recommendation to the Advisory Board. There was a concern about this, triggering another Open Meeting Law complaint due to the language on the agenda. After discussion, the Advisory Board agreed that this would not cause another OML complaint.

9) FY25 SUPPLEMENTAL GRANT-VOTE

S. Fontaine made a motion to accept the Supplemental Grant funding as presented to non-ADA and Senior Rural for fare free, the thank you funding for staff, and the remainder of funding for the CBA increase. J. Minacci seconded the motion and all in favor stated aye, with R. Killeen abstaining. The funding for the FY25 Supplemental Grant was approved.

10) CASH REPORT OCTOBER 2025-VOTE

B. Elovirta made a motion to accept the Cash Report for October 2025, and S. Lamb seconded the motion. All in favor stated aye and the Cash Report for October 2025 was passed.

11) BUDGET YTD

R. Malnati discussed the annual budget YTD noting the fixed route fare is under budget due to now being fare free for the remainder of the fiscal year. There will be budget adjustment in February 2026 after BRTA receives this contract from MassDOT.

12) RIDERSHIP YTD

R. Malnati reviewed the packet with the Board, ridership continues to increase and has forecasted surpassing 700K riders at the end of the fiscal year.

13) NEXT MEETING DATE/TIME

R. Malnati scheduled the next meeting for January 22, 2026, at 4:00 PM, with Finance Committee meeting beforehand at 3 PM.

14) ADJOURNMENT

S Fontaine made a motion to adjourn with J. Minacci seconding the motion. All in favor stated aye and the meeting ended at 4:59 PM.

Town	3) Updated BRTA By Laws- VOTE	4) Minutes of October 30, 2025 meeting-VOTE	9) FY25 Supplemental Grant-VOTE	10) Cash Report October 2025-VOTE	14) Adjournment
Adams	Yes	Yes	Yes	Yes	Yes
Becket	Yes	Yes	Yes	Yes	Yes
Cheshire	Yes	Yes	Abstained	Yes	Yes
Great Barrington	Yes	Yes	Yes	Yes	Yes
Lanesborough	Yes	Yes	Yes	Yes	Yes
Monterey	Yes	Abstained	Yes	Yes	Yes
New Ashford	Yes	Yes	Yes	Yes	Yes
North Adams	Yes	Yes	Yes	Yes	Yes
Pittsfield	Yes	Yes	Yes	Yes	Yes
Richmond	Yes	Yes	Yes	Yes	Yes
Sheffield	Yes	Yes	Yes	Yes	Yes
Stockbridge	Yes	Abstained	Yes	Yes	Yes
Windsor	Yes	Yes	Yes	Yes	Yes

Meeting Material

BRTA November 20, 2025 Advisory Board Packet

BRTA YTD-October 2025 Ridership Report (Handout at Meeting)

FTA \$8.3M Grant Award Announcement (Handout at Meeting)