Southeastern Regional Transit Authority Advisory Board Meeting

Date: Thursday, March 30th, 2017

Location: New Bedford City Hall (Room 314)

 133 William Street

 New Bedford, MA 02740

(1) Call to Order

**The meeting was called to order at 5:02PM EST by the Advisory Board Chair.**

(2) Roll Call

Present:

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| Town of Acushnet | City of Fall River |
| Town of Dartmouth | City of New Bedford |
| Town of Fairhaven |  |

Absent:

|  |  |
| --- | --- |
| Town of Freetown | Town of Westport |
| Town of Mattapoisett | ADA Representative |
| Town of Somerset | Riders Representative |
| Town of Swansea |  |

Additional Attendees:

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| --- | --- |
| Kristen Sniezek, SRTA | Arthur Frank, Legal Counsel |
| John LeBert, SRTA | Shayne Trimbell, SRPEDD |

Notable Absences:

|  |  |
| --- | --- |
| Erik Rousseau, SRTA |  |

(3) Approval of Minutes

**The motion was made (Dartmouth) and seconded (Fall River) to approve the minutes from the previous September (09/29/2016), October (10/20/2016), and January (01/19/2017) Advisory Board Meetings. So Voted.**

(4) Citizen’s Participation

Mr. Gary Pires (Local 1037 President / South Coast Transit Management) asks that the Administrator / SRTA look into the matter of retroactive paychecks that are due to the Employees (Drivers and Mechanics) of South Coast Transit Management per the Contract Agreement that was finalized and signed on January 31st, 2017. The period applicable to the retroactive paychecks would be dating back to July 2016 (until contract execution). Mr. Pires also asks that the logistics (separate versus combined) of these retroactive checks be explored.

The City of Fall River questioned if this matter of retroactive pay were tied to a financial issue, in which Ms. Kristen Sniezek (Deputy Administrator & CFO) noted that this delay is not due to a financial issue.

Ms. Sniezek expressed her thoughts in that the delay could possibly be tied to a combination of items, such as the recent change in Management at the Operators level—General Manager and Assistant General Manager—as well as the cumbersome procedure to accurately process retroactive pay.

While this particular matter is to be handled at the Operator level (SCTM), SRTA shared with the Board that the Authority has been made aware that the retroactive paychecks in question are targeted to be processed in the next couple of weeks.

(5) Operator’s Report

No Operator’s report due to a recent change in the General Manager as well as Assistant General Manager role. The new General Manager will be available at the next Advisory Board Meeting.

(6) Civil Rights Update

Title VI: The new Title VI Plan has been submitted and is awaiting approval. To date there have been no Title VI complaints under the new Plan.

EEO: The new EEO Plan for South Coast Transit Management was submitted on August 19th, 2016 and is awaiting approval. To date there have been no EEO complaints.

DBE: The SRTA DBE goals for Fiscal Year 2016 through Fiscal Year 2018 have been submitted and are awaiting approval. SRTA achieved their DBE goal for Federal Fiscal Year 2016. SRTA’s DBE goal for Federal Fiscal Year 2017 will be 2.2% participation. The first reporting period of this year will be June 1st, 2017.

(7) Old Business

*Update on Security:*

SRTA continues to work with the City of Fall River community partners—such as the Fall River School Department as well as Fall River Police Department—in order to identify and provide solutions for matters that have previously and recently transpired with regard to Security at the SRTA Fall River Terminal. A portion of these matters have involved minors, which has presented additional layers of challenges for the Authority and its partners.

SRTA remains committed to working toward a worthy resolution for all parties and will continue to provide updates on this matter to the Board.

*Update on ADA Certification:*

SRTA has reached out to the Federal Transit Administration (FTA) for guidance and comment on the recently presented ADA Certification Application. FTA has provided the Authority with various potential / alternative solutions aimed at softening the Application language, yet still allowing for obtainment of the necessary information needed in order to maintain compliance with Federal ADA Guidelines.

The Town of Dartmouth questioned the frequency of which a Rider / Customer would need to complete said ADA Application, in which Ms. Sniezek noted is 3 years.

(8) New Business

*FY18 Draft Budget Discussion:*

SRTA presented the first high level Fiscal Year 2018 (FY18) draft budget as compared against the FY17 approved budget figures.

In developing this initial draft, Ms. Sniezek noted that the Federal Government has only released the 7/12 figures (i.e. 7 out of 12 months) for the New Bedford UZA and the Providence UZA—both of which affect the Authority. Also noted was the new health insurance renewal date (March 1st as opposed to the previous July 1st) for the Operator (SCTM) which will allow the Authority to plan more accordingly.

The City of Fall River questioned if the notation of reduced revenue were a function of the uncertainty. Ms. Sniezek recognized the reduced number is due in part of the uncertainty surrounded by revenue anticipation.

Note: Currently the Governor of Massachusetts has proposed $80 million in funding to be split amongst the Regional Transit Authority’s (RTA) throughout the State. Historically, the Massachusetts Legislature has voted an override of $82 million in funding, however, the FY15 Transportation Reform had projected the FY18 funding to be at $86 million.

*Other New Business:*

The Town of Acushnet questioned the reasoning behind the elimination of the bus route that formerly serviced the Town and asks that this matter be presented at the next Advisory Board Meeting for discussion.

Mr. Arthur Frank (Legal Counsel) asks that the Board recognize and pay gratitude toward long time Authority employee Jane Kirby for her upcoming retirement after 31 plus years of service. The Board extends their gratitude and appreciation as well as well wishes in her retirement.

The Town of Fairhaven questioned whether the Authority has programed Ms. Kirby’s replacement upon the aforementioned retirement. SRTA presented the objective to place 2 part-time employees at the Administrative Office’s Customer Service desk, with the ultimate goal of expanding the hours in which Riders / Customers would be able to obtain Access Pass ID’s (currently not offered on Monday or Friday).

(9) Logistics for the Next Advisory Board Meeting

The next SRTA Advisory Board meeting is tentatively scheduled for April 20th at 5:00PM in Fall River; with the objective to reserve the first floor cafeteria of Government Center.

(10) Adjournment

**A motion was made (Dartmouth) and seconded (Fall River) to adjourn the meeting at 5:22PM. So Voted.**