**Southeastern Regional Transit Authority Advisory Board Meeting**

Date: Thursday, October 18th, 2018

Location: Fall River Government Center (Cafeteria)

 1 Government Center

 Fall River, MA 02721

(1) Call to Order

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

(2) Roll Call

Present:

|  |  |
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| City of New Bedford | City of Fall River |
| Town of Somerset | Town of Swansea |
| Town of Fairhaven (Late Arrival) |  |

Absent:

|  |  |
| --- | --- |
| Town of Acushnet | Town of Westport |
| Town of Dartmouth | Riders Representative |
| Town of Freetown | ADA Representative |
| Town of Mattapoisett |  |

Additional Attendees:

|  |  |
| --- | --- |
| Erik Rousseau, SRTA | Arthur Frank, General Counsel |
| Kristen Sniezek, SRTA | Angela Constantino, SRPEDD |
| John LeBert, SRTA |  |

(3) Approval of Minutes

**The motion was made (Fall River) and seconded (New Bedford) to approve the minutes from the previous May (05/31/2018) Advisory Board Meeting. So Voted.**

**The Advisory Board chair – on behalf of the Advisory Board – accepted the minutes from the previous August (08/16/2018) Advisory Board Meeting.**

(4) Citizen’s Participation

No Citizen’s Participation.

(5) Service Report

Mr. Erik Rousseau (Administrator) presented the Performance Dashboard to the Board – highlighting that the early Fixed Route ridership numbers are up from the prior year and, at this point, are in fact higher than the past several years. As mentioned in prior meetings, ridership over the past couple of years has been trending slightly downward.

Not to take away from the strong start, Mr. Rousseau noted, however, that it is quite early in the year and these ridership numbers are subject to fluctuate through the remaining months.

The Town of Swansea questioned the overall growth, which Mr. Rousseau attributed the greatest growth to the Fall River Market Basket and the Fall River Amazon facility. Additionally, the Authority’s partnership with the University of Massachusetts Dartmouth has delivered north of 80,000 trips.

The City of New Bedford questioned the growth outside of Fall River, which Mr. Rousseau noted the relatively significant rise in night service ridership of the New Bedford Route 3.

(6) Civil Rights Update

DBE: The SRTA DBE goals for Federal Fiscal Year 2019 through Federal Fiscal Year 2021 were submitted on July 31st, 2018. At this time, SRTA is awaiting concurrence from the Federal Transit Administration (FTA).

The remainder of the Civil Rights Update has been deferred to the next Advisory Board Meeting.

(7) Old Business

*Task Force on RTA Performance and Funding Update:*

Mr. Rousseau informed the Board of his participation and involvement with the RTA Task Force as one of the appointed 18 members – 6 of which being Regional Transit Authority Administrators. Since onset, the Task Force has held an aggressive meeting schedule (meeting nearly weekly) and, according the MassDOT, is targeting a February 2019 completion.

One point of discussion during the Task Force meeting has been Regional Transit Authority (RTA) reporting. On a monthly basis, RTA’s are tasked with submitting performance metrics to MassDOT through a State-managed portal. Unfortunately, MassDOT has claimed to not have been receiving this information; which the RTA’s strongly protested.

Another point of discussion has been the application process for the additional (competitive) funding, in which Mr. Rousseau reasoned that such language should be reviewed by Legislative staff (if not by the Task Force members) in order to make certain it is in line with the letter of the Law.

The Town of Swansea questioned what a shared challenge across the RTA’s might be, in which Mr. Rousseau noted is most commonly the unpredictability of State funding from year to year. The RTA’s have expressed that, at a minimum, the amount of funding provided from the State should account for inflation or Consumer Price Index (CPI).

Considering the Task Force meeting schedule, the City of New Bedford asked that a follow-up or update be distributed to the Advisory Board members in between Advisory Board meetings.

(8) New Business

*FY18 Audit:*

The Advisory Board Chair (City of New Bedford) as well as the City of Fall River informed the Board of the SRTA Audit and Finance Committee discussions, which concluded with positive results and no findings with regard to both the FY18 Single Audit and the FY18 Financial Audit.

The Southeastern Regional Transit Authority Audit and Finance Subcommittee is made up of representatives from the City of New Bedford, the City of Fall River, and the Town of Dartmouth.

Typically concluded sooner, Mr. Rousseau informed the Board of the reason for delayed acceptance of the FY18 Audit was as a result of a delay with the City of New Bedford Retirement Board.

**The motion was made (Fall River) and seconded (Swansea) to accept the SRTA Fiscal Year 2018 Single Audit as well as the Fiscal Year 2018 Financial Audit as presented. So Voted.**

9) Logistics for the Next Advisory Board Meeting

The next SRTA Advisory Board meeting is tentatively scheduled for Thursday, November 15th at 5:00PM in New Bedford; with the objective to reserve room 314 at the City Hall.

The Advisory Board offered compliments and gratitude to the current City of New Bedford Designee and Advisory Board Chair, Jen Clarke, for the many years of service to the Board. Moving forward, the City Planner for the City of New Bedford is set assume the Designee and Advisory Board Chair role.

(13) Adjournment

**A motion was made (Fall River) and seconded (Swansea) to adjourn the meeting at 5:31PM EST. So Voted.**