

Pursuant to written notice sent to Board Members and pursuant to notice posted at least forty-eight hours prior to the meeting, copies of said notice having been sent to the Secretary of the Commonwealth, William F. Galvin and the Secretary of the Executive Office of Administration and Finance, Kristen Lepore, the meeting of the Advisory Board of the Franklin Regional Transit Authority was held on March 16, 2017 at the John W. Olver Transit Center, 12 Olive St., Greenfield, MA 01301.

**1. INTRODUCTIONS:**

Present were the following Advisory Board Members and/or Member Designees:

<u>Name</u>	<u>Town</u>	<u>Weighted Vote</u>
Ted Willard	Charlemont	2.48
Robert Baker	Conway	1.04
Robert J. Decker III	Deerfield	8.42
Randy Crochier	Gill	1.05
Eric Twarog	Greenfield	26.29
Edmund Jaworski	Hatfield	1.68
Lance Fritz	Leyden	1.00
Jeff Singleton	Montague	13.37
Tracy Rogers	Northfield	1.40
Andrew Baker	Shelburne	3.66
Ruth Preston	Southwick	<u>2.74</u>
	Total	63.13

Also present were:

Tina M. Cote, FRTA Administrator, Michael Perreault, FRTA Assistant Administrator, Molly Morin, FTM Acting General Manager, Rauley Caine, FTM Acting Assistant General Manager, Donna MacNicol, FRTA Counsel, George Touloumtzis, FRTA Transit Advisory Committee, and Megan Rhodes, Franklin Regional Council of Governments.

Chairman Lance Fritz called the meeting to order at 4:00pm and it was noted that a quorum **was** present to hold a meeting.

**2. PUBLIC COMMENTS:**

There were no public comments.

**3. OLD BUSINESS:**

There was no old business.

**4. REVIEW AND VOTE TO ACCEPT MINUTES FROM NOVEMBER 17, 2017 MEETING AND REVIEW OF RECORD OF EVENTS FROM NOVEMBER 30, 2017 MEETING:**

Ruth Preston made a **motion** to accept the minutes from the November 17, 2017 Advisory Board meeting. Eric Twarog seconded, the vote was unanimous, and the **motion** carried.

**5. SELECT NOMINATION COMMITTEE FOR ELECTION OF CHAIR FY18-20:**

Robert J. Decker III made a **motion** to dispense with the nomination committee and to select Lance Fritz as the nominee for Chair for FY18-20. Ruth Preston seconded and discussion followed. Lance Fritz agreed to serve another term as Chair, if so elected. The vote was unanimous and the **motion** carried.

**6. DISCUSSION AND VOTE FOR FRTA TO HOLD COMMUNITY CONVERSATIONS FOR FIXED ROUTE IMPROVEMENTS AND SATURDAY FIXED ROUTE SERVICE:**

Tina M. Cote discussed that FRTA had been reviewing ridership data and internally discussing the operations of the fixed routes since the last changes implemented in August 2016. FRTA is requesting to go hold Community Conversations to discuss further potential fixed route changes to enhance the current system and also discuss potential routes and trips for weekend/Saturday service. Tina M. Cote presented a PowerPoint (see attached) regarding ideas for limiting route deviations, implementing express trips or express portions of routes, limiting duplication of service, encouraging ridership and transfers with PVRTA, UMass, and MART.

Robert J. Decker III asked about how the express service on the Route 31 would impact service to the center of South Deerfield. It was explained that the route would still travel between Greenfield and South Deerfield via Routes 5&10, stopping at South Deerfield Center and the Whately Park & Ride. Some of the trips will be 'express' meaning they would travel between Whately and Northampton via Interstate 91.

Andrew Baker suggested that FRTA also review any impacts and connections with the Peter Pan bus service operating in our service area with the proposed changes. Jeff Singleton asked what the target dates would be for these discussions and rolling out any changes. Tina M. Cote expects that we would hold community conversations during the month of April, come back with final recommendations to the Advisory Board meeting in May, and then implement the changes in July at the beginning of the new fiscal year, if possible. Jeff Singleton strongly urged the FRTA to keep the towns informed throughout the process.

Robert J. Decker III made a **motion** to allow FRTA to hold Community Conversations for fixed route improvements and Saturday fixed route service. Jeff Singleton seconded and discussion continued.

Jeff Singleton asked if the request for \$180,000 would be for a half days' worth of Saturday service. Tina M. Cote confirmed that it would be equivalent to a half days' worth of our current

weekday service for one year. Jonathan von Ranson asked where the figure of \$180,000 came from. Tina M. Cote explained that at the previous Advisory Board meetings there was discussions as to how much FRTA should request the legislature for assistance with this project and it was determined to start with a half day of Saturday service and, if it is successful, then continue to build from there. Tracy Rogers suggested that FRTA ask the towns to get involved and attend the community conversations. The vote was unanimous and the **motion** carried.

## 7. OTHER FRTA UPDATES:

Tina M. Cote gave some brief updates on the following FRTA projects:

- The House of Representatives have put in a total of \$82 million for state assistance for all regional transit authorities for the FY18 State budget. The RTAs were expecting a total of \$86.2 million. Other challenges for FRTA looking ahead include federal funding assistance projected to be lower than anticipated, JARC (Job Access Reverse Commute) funds that support a portion of the Route 32 are going away after FY17, and health insurance costs are expected to increase for both FRTA (9%) and FTM employees (13%). We will continue to be creative and vigilant with the budget.
- Union negotiations for FTM maintenance facility staff have been completed and this time next year will be negotiations for FTM operators.
- We will be rolling out our new unlimited monthly bus passes soon and will be marketing them strongly to increase ridership.
- On March 22<sup>nd</sup> FRTA will be holding a training for staff of local human service agencies to learn about reading bus schedules, understanding and completing applications, and took a mock bus ride to get a better understanding of FRTA and the services available.
- Starting on February 6<sup>th</sup> FRTA launched a new downtown parking shuttle in Greenfield that will transport from local parking lots to the Transit Center and the Courthouse. There is no fare on this new shuttle and we will monitor ridership over the upcoming months to see how the new shuttle is working.
- FRTA has two open procurements currently; one for additional CCTV cameras and one for an Owner's Project Manager for our maintenance facility project.
- The design of the rail platform expansion is now at 90% design and construction is expected to begin later this year.
- The Governor recently signed into law the ability for towns to be able to join two regional transit authorities for services.
- On March 28<sup>th</sup> local legislators will be holding the one western MA Commonwealth Conversations meeting to discuss transit needs in our region.
- FRTA recently signed a Memorandum of Understanding with MART to jointly look at the current shuttle services in Athol and Orange and come up with a plan for service moving forward in FY19.
- On March 1<sup>st</sup> the FRCOG held a Transportation Summit to discuss transit and transit options in our region. The group is looking at the possibility of donating FRTA vehicles for local organizations to operate for their own transportation needs, surveying major employers to see if employees could benefit from fixed route services or some other van-sharing services, and surveying local organizations to see if there is any interest in van-sharing programs.

Andrew Baker suggested that a number of employees that work at G.S. Precision in Brattleboro VT are living in Franklin County and may benefit from the Transportation Summit group survey.

**8. REVIEW AND VOTE ON DRAFT PURCHASE AND SALE AGREEMENT FOR MAINTENANCE FACILITY PROJECT:**

Robert J. Decker III made a **motion** to enter into executive session under M.G.L. c. 30A, § 21(a)(6): To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. Jonathan von Ranson seconded. It was discussed that in addition to the Advisory Board members and FRTA staff present, FTM Acting Assistant General Manager would be present in executive session. The roll call vote was as follows:

<u>Name</u>	<u>Town</u>	<u>Weighted Vote</u>	<u>Vote</u>
Ted Willard	Charlemont	2.48	Yes
Robert Baker	Conway	1.04	Yes
Robert J. Decker III	Deerfield	8.42	Yes
Randy Crochier	Gill	1.05	Yes
Eric Twarog	Greenfield	26.29	Yes
Edmund Jaworski	Hatfield	1.68	Yes
Lance Fritz	Leyden	1.00	Yes
Jeff Singleton	Montague	13.37	Yes
Tracy Rogers	Northfield	1.40	Yes
Andrew Baker	Shelburne	3.66	Yes
Ruth Preston	Southwick	<u>2.74</u>	Yes
	Total	63.13	

Yes – 63.13

No – 0.00

The vote passed, the **motion** carried, and the meeting entered into executive session at 4:50pm.

The meeting returned to open session at 5:30pm.

Robert J. Decker III made a **motion** to adjourn, Ted Willard seconded, and the meeting was adjourned at 5:30pm.