Cape Ann Transportation Authority

Board Meeting

May 16, 2022

10:00am

Attendance: Mayor Greg Verga, Mitch Vieira, Joseph Domelowicz, Tony Marino, Liz O’Connor, Shona Norman, Felicia Webb, Price Armstrong and Jackie LaFlam

This meeting was conducted remotely through GotoMeeting. All votes were Roll Call

Called to order by Mayor Verga at 10:00am

Roll Call

Representatives from Gloucester, Rockport, Hamilton, Ipswich were present

No Essex Representative

There were no public comments

**Minutes**

Approval of March 28, 2022 minutes

Mitch Vieira made a motion to approve the minutes

Seconded by Mayor Verga

Roll Call Vote – unanimous in favor

**MGL 161b, Section 5 ADA Board Member**

Felicia: Jay Smiledge is a Gloucester resident who is familiar with all of CATA’s services. He is interested in being the representative for ADA. She would like to invite him to the next meeting.

All agreed it would be great for him to attend.

**Title VI Update**

Shona explained the Title VI program updates and commented that there are no complaints with the program.

Mitch Vieira made a motion that the CATA Advisory Board approve the Cape Ann Transportation Authority’s 2022 Title VI Program Update.

Seconded by Joe Domelowicz

Roll Call Vote – unanimous in favor

**Fare Presentation**

Felicia introduced Price Armstrong and that Price was going to summarize the proposed fare changes and any comments we might have received.

Price Armstrong summarized changes in the fares.

Zone from $1.25 down to $1.00 including Gloucester to Rockport

DAR from $2.50 down to $2.00

Mall $300 down to $2.50 (Senior & Child) $1.50 down to $1.25

Dialysis $2.50 down $2.00 (A Pass for RT from $5.00 down to $4.00)

Seasonal Ipswich Shuttle $1.50 down to $1.00

Essex $3.00 down to $1.00

Monthly pass can be purchased on mobile in the future

The only comment received was in conjunction with the Cape Ann Works program and their interest in a monthly pass option.

Mayor Verga motioned that the CATA Advisory Board approve the fare adjustment proposal as presented on May 16, 2022 to be effective June 18, 2022.

Moved Mitch Vieira

Seconded Joe Domelowicz

Roll Call Vote – unanimous in favor

**FY22 Revised Budget**

Felicia provided an overview of the revised FY22 budget. The original FY22 approved budget was $3,897,661, the revised budget amount is $4,437,782. The increases in wages, employment taxes, maintenance, and fuel are due to the continuation of the work for the MBTA Commuter Rail. There is an increase in the revenues as well as the service is funded by the MBTA/Keolis. The original FY22 budget included the end of August as the estimated end date of the MBTA work, when in reality the work continued into May 2022.

Mayor Verga motioned that the CATA Advisory Board approve the Cape Ann Transportation Authority’s Fiscal 22 revised budgeted expenditures in the amount of $4,437,782

Seconded Joe Domelowicz

Roll Call Vote

All in Favor

Roll Call Vote – unanimous in favor

Mayor Verga motioned that the CATA Advisory Board approve the Cape Ann Transportation Authority’s Fiscal 22 revised budgeted revenues in the amount of $4,437,782

Moved Mitch Vieira

Seconded Joe Domelowicz

Roll Call Vote

All in Favor

Roll Call Vote – unanimous in favor

**FY23 Budget Presentation and Discussion**

Felicia talked about Covid -19 and the effect on ridership, YTD ridership is almost the same as FY19 (last Pre-Covid fiscal year). Demand Response service (demand response, ADA, On Demand) is above FY19. CATA will be starting regular summer services with Rockport on Memorial Day weekend and Gloucester, Ipswich, and Essex to follow June 18th.

She talked about the FY23 budget being slightly higher than FY22 largely due to the higher fuel cost. CATM’s is also preparing for labor negotiations and they hired a new Safety &Training Manager position due to more regulations. Felicia mentioned the wage increase as well as pension liability and expense for CATA. Felicia stated she adjusted Shona’s title to Assistant Administrator to more accurately reflect her actual role within CATA. There is a remaining balance of $3M in Covid 5307 funding.

**FY23 Expenses**

Felicia discussed the CATM wage increases that will be a result of the labor negotiations, the increase in fuel costs and the unpredictability moving forward, and programmed increases in medical premiums and insurances. Felicia included a 2.5% wage increase and 5 additional vacations days for use in FY23 for CATA employees. She also mentioned CATA’s increase in medical as well as pension liability.

**FY23 Revenues**

Felicia went over the Federal Funding, State Operating Assistance, Local Assessments, MassDOT Grant Funding and other revenues, Farebox, Beverly Shuttle, and Commuter Rail Shuttle (ended 5/8/22) were all discussed in the presentation.

Mayor Verga asked if CATA will be able to utilize all of the allotted Cares Act funds or will any funds be lost? Felicia said CATA has some time to spend down the funds and they will not go unused.

**FY23 -FY27 Capitol Highlights**

Felicia briefly went over highlights of the 5-year capital plan.

FY23 - Purchase 2 buses

FY24 -Repaving CATA parking lot

FY25- 3 buses are programmed for replacement

FY26 -4 buses are programmed for replacement

FY27- Currently PM and small capital

Mayor Verga motioned that the CATA Advisory Board approve the Cape Ann Transportation Authority’s Fiscal 23 budgeted expenditures in the amount of $4,192,418

Moved Mitch Vieira

Seconded Joe Domelowicz

Roll Call Vote – unanimous in favor

Mayor Verga motioned that the CATA Advisory Board approve the Cape Ann Transportation Authority’s Fiscal 23 budgeted revenues in the amount of $4,192,418

Moved Mitch Vieira

Seconded Joe Domelowicz

Roll Call Vote – unanimous in favor

**CATA Updates**

Felicia mentioned that ridership is looking really good and the OnDemand program is very popular. She is also waiting for an official funds award through the Shared Streets and Spaces Application. CATA is also applying for a couple grants before the end of June, including vehicles and dialysis transportation funds through MassDOT, another round of funding through the Taxi, Livery, Hackney grant for the COAs and local social service agencies, and an expansion of the On Demand.

**Administrator Position**

Joe said it is going to be tough replacing Felicia and they all thanked her for a great job working for CATA.

Felicia said she would forward the 2019 job description and posting for the Administrator position. Mitch mentioned he was on the hiring committee for Felicia’s original hiring 8 years ago. Tony mentioned he was on the hiring committee when Felicia was hired as Administrator.

Adjourned

Motioned by Mayor Verga

Moved by Mitch Vieira

Seconded by Joe Domelowicz

Roll Call Vote – unanimous in favor