



**April 19<sup>th</sup> at 1PM**  
**GATRA Advisory Board Meeting**  
**Taunton City Hall Council Chambers**  
**15 Summer Street, Taunton, MA 02780**  
**and**  
**Zoom**

**1. Open Session Convenes**

Advisory Board Chair Mayor O'Connell called the meeting to order at approximately 1:04PM.

A roll call attendance was taken.

**Present:**

Bellingham (2.59), Josie Dutil (remote)  
Berkley (1.38), Dean Larabee (remote)  
Carver (1.61), Connie Kelly (remote)  
Dighton (1.15), Anabela Powell (remote)  
Duxbury (2.25), Joanne Moore (remote)  
Franklin (2.35), Cobi Frongillo (remote)  
Kingston (1.96), Patti Waitkevich (remote)  
Lakeville (1.59), Christina Cotsoridis  
(remote)  
Mansfield (2.80), Kevin Dumas (remote)  
Marshfield (3.04), Greg Guimond (remote)

Medway (1.96), Courtney Riley (remote)  
Pembroke (2.53), Gretchen Emmetts  
(remote)  
Plainville (1.29), Brenda Watkinson  
Plymouth (5.33), Derek Brindisi (remote)  
Raynham (2.06), Erin Medeiros (remote)  
Rehoboth (1.21), Bradley Marshall  
Scituate (2.32), Linda Hayes (remote)  
Taunton (5.49), Mayor O'Connell  
Wareham (3.20), Alan Slavin

Also Present: Mary Ellen DeFrias, Dan Burgess, Attorney Michele Randazzo (remote), Angela Constantino, Mary Joyce

**Absent:**

Attleboro (5.40), Mayor DeSimone  
Foxborough (1.98), Marc Craig  
Hanover (3.57), Tammy Murray  
Middleboro (2.79), Mark Germain  
Norfolk (2.24), Karen Edwards  
Disability Advocate (1.00), Michael Raymond

North Attleboro (3.26), Antonio Morabito  
Norton (2.11), Michael Toole  
Plympton (1.00), Colleen Thompson  
Seekonk (2.11), Brittany Faria  
Wrentham (1.92), Janet Angelico  
Rider Advocate (1.00), Vacant

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## 2. Approving Minutes- February 13, 2023 Advisory Board Meeting

Joanne Moore, Duxbury made a motion to approve the February 13<sup>th</sup>, 2023 Advisory Board Minutes. Alan Slavin, Wareham 2<sup>nd</sup> the motion. A roll call vote was taken.

Bellingham (2.59), Josie Dutil- aye  
Berkley (1.38), Dean Larabee- aye  
Carver (1.61), Connie Kelly- aye  
Dighton (1.15), Anabela Powell- aye  
Duxbury (2.25), Joanne Moore- aye  
Franklin (2.35), Cobi Frongillo- aye  
Kingston (1.96), Patti Waitkevich- aye  
Lakeville (1.59), Christina Cotsoridis- abstain  
Mansfield (2.80), Kevin Dumas- aye  
Marshfield (3.04), Greg Guimond- aye

Medway (1.96), Courtney Riley- abstain  
Pembroke (2.53), Gretchen Emmetts- aye  
Plainville (1.29), Brenda Watkinson- aye  
Plymouth (5.33), Derek Brindisi- abstain  
Raynham (2.06), Erin Medeiros- abstain  
Rehoboth (1.21), Bradley Marshall- aye  
Scituate (2.32), Linda Hayes- aye  
Taunton (5.49), Mayor O’Connell- aye  
Wareham (3.20), Alan Slavin- aye

### Motion to approve the February 13<sup>th</sup>, 2023 Minutes Passed.

## 3. Administrator’s Report & Civil Rights Report

GATRA Administrator Mary Ellen DeFrias reviewed key points from her Administrator’s Report. Mary Ellen outlined that there are three (3) issues from the Triennial Review that GATRA is working to address: (1) selecting several procurement issues to focus on and resolve, (2) working on new schedule, and (3) filling openings in the GATRA Administrative Offices.

There are no changes in the Civil Rights Report to discuss.

Greg Guimond, Marshfield asked to clarify what the acronym “AVL” in the Administrator’s Report meant. Mary Ellen explained that AVL means Automated Vehicle Locator and allows GATRA to see where the buses are in live time on a computer.

A motion was made to approve the Administrator’s Report and Civil Rights Report. The motion was 2<sup>nd</sup>. A roll call vote was taken.

Bellingham (2.59), Josie Dutil- aye  
Berkley (1.38), Dean Larabee- aye  
Carver (1.61), Connie Kelly- aye  
Dighton (1.15), Anabela Powell- aye  
Duxbury (2.25), Joanne Moore- aye  
Franklin (2.35), Cobi Frongillo- aye  
Kingston (1.96), Patti Waitkevich- aye  
Lakeville (1.59), Christina Cotsoridis- aye

Medway (1.96), Courtney Riley- aye  
Pembroke (2.53), Gretchen Emmetts- aye  
Plainville (1.29), Brenda Watkinson- aye  
Plymouth (5.33), Derek Brindisi- aye  
Raynham (2.06), Erin Medeiros- aye  
Rehoboth (1.21), Bradley Marshall- aye  
Scituate (2.32), Linda Hayes- aye  
Taunton (5.49), Mayor O’Connell- aye

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Mansfield (2.80), Kevin Dumas- aye  
Marshfield (3.04), Greg Guimond- aye

Wareham (3.20), Alan Slavin- aye

### **Motion to approve the Administrator's Report and Civil Rights Report Passed.**

#### **4. Financial Update & Retirement Board Update**

GATRA CFO Dan Burgess reviewed the current trends for the FY23 budget outlined in his Financial Update Report.

Alan Slavin, Wareham asked what ridership numbers looked like now versus during COVID. GATRA staff will work on compiling this data for the Board.

Dan also shared that he spoke with the Director of the Taunton Retirement Board regarding a letter GATRA received recently. Dan said that questions were clarified during the meeting and both parties are on the same page. GATRA will continue to stay in touch with the Retirement Board as needed in the future.

Dan also shared that the current accounting system that GATRA is using does not have the coding and reporting options that are needed to effectively track all of the information that needs to be tracked. GATRA is going to bid for a new accounting system that will have the needed capabilities.

Cobi Frongillo, Franklin asked the cost difference between fixed route and demand response per mile. GATRA staff will work on compiling this data for the Board.

A motion was made to approve the Financial Update. The motion was 2<sup>nd</sup>. A roll call vote was taken.

Bellingham (2.59), Josie Dutil- aye  
Berkley (1.38), Dean Larabee- aye  
Carver (1.61), Connie Kelly- aye  
Dighton (1.15), Anabela Powell- aye  
Duxbury (2.25), Joanne Moore- aye  
Franklin (2.35), Cobi Frongillo- aye  
Kingston (1.96), Patti Waitkevich- aye  
Lakeville (1.59), Christina Cotsoridis- aye  
Mansfield (2.80), Kevin Dumas- aye  
Marshfield (3.04), Greg Guimond- aye

Medway (1.96), Courtney Riley- aye  
Pembroke (2.53), Gretchen Emmetts- aye  
Plainville (1.29), Brenda Watkinson- aye  
Plymouth (5.33), Derek Brindisi- aye  
Raynham (2.06), Erin Medeiros- aye  
Rehoboth (1.21), Bradley Marshall- aye  
Scituate (2.32), Linda Hayes- aye  
Taunton (5.49), Mayor O'Connell- aye  
Wareham (3.20), Alan Slavin- aye

### **Motion to approve the Financial Update Passed.**

#### **5. Review of FY24 Draft Budget**

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Mayor O’Connell prefaced the conversation regarding the fiscal year (FY) 24 Draft Budget by saying that it is a work in progress, meant to show the format GATRA would like to track and present the budget in moving forward. Mary Ellen DeFrias noted that this format will allow GATRA to more clearly and meaningfully explain the budget. The budget will be updated each month and presented to the Advisory Board at monthly meetings to share year-to-date (YTD) budget updates and trends.

Mary Ellen outlined that the change in budget formatting and reporting also goes have in hand with GATRA selecting a new accounting system. Both the report and the system need to be able to track the same information.

In the draft budget shown, some federal and state numbers are not included as they are not yet finalized or need further clarification before being presented to the Board.

The budget is broken into four (4) main sections: operations (fixed route and demand response), microtransit and Council on Aging, administration, and brokerage.

Mary Ellen said the plan is to have the full FY24 budget completed to present in at the May Advisory Board meeting. A vote will then be taken at the June Advisory Board meeting to approve the FY24 budget.

**The above was a presentation to the Board and there is nothing to vote on.**

## **6. Executive Session**

Chair proposed moving to Executive Session. Kevin Dumas, Mansfield moved to go into Executive Session,

Pursuant to G.L. c. 30A, §21(a)(7), to comply with, or act under the authority of, any general or special laws or federal grant-in-aid requirements (G.L. c. 30A, §22): approving minutes of November 16th, 2022, Executive Session

Pursuant to G.L. c. 30A, §21(a)(3), to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the Authority’s bargaining or litigating position, and the chair so declares.

The motion was 2<sup>nd</sup>. A roll call vote was taken.

Bellingham (2.59), Josie Dutil- aye  
Berkley (1.38), Dean Larabee- aye  
Carver (1.61), Connie Kelly- aye  
Dighton (1.15), Anabela Powell- aye  
Duxbury (2.25), Joanne Moore- aye

Franklin (2.35), Cobi Frongillo- aye  
Kingston (1.96), Patti Waitkevich- abstain  
Lakeville (1.59), Christina Cotsoridis- aye  
Mansfield (2.80), Kevin Dumas- aye  
Marshfield (3.04), Greg Guimond- aye

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Medway (1.96), Courtney Riley- aye  
Pembroke (2.53), Gretchen Emmetts- aye  
Plainville (1.29), Brenda Watkinson- aye  
Plymouth (5.33), Derek Brindisi- aye  
Raynham (2.06), Erin Medeiros- aye

Rehoboth (1.21), Bradley Marshall- aye  
Scituate (2.32), Linda Hayes- aye  
Taunton (5.49), Mayor O'Connell- aye  
Wareham (3.20), Alan Slavin- aye

**Motion to move to Executive Session Passed.** The Chair announced that the Board will not return to Open Session.

Open session adjourned at approximately 1:29PM time and moved to Executive Session.

**Documents & Exhibits Used at this Meeting:**

- Advisory Board Meeting Minutes 2.13.23
- Administrator's Report 4.19.23
- Civil Rights Report 4.19.23
- Financial Update 4.19.23
- Letter from Retirement Board
- Draft Budget 4.19.23

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