

**MINUTES OF PVTA'S
ADVISORY BOARD MEETING
March 24, 2021**

1. CALL TO ORDER

The Advisory Board Meeting of the Pioneer Valley Transit Authority was held on Wednesday, March 24, 2021 at 12:00 P.M. and was held remotely in accordance with the Governor's State of Emergency Provisions of the Open Meeting Law, G.L. c. 30A, Section 20, relieving from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, permitting a public body to allow remote participation by all members.

	<i><u>Present (43.20 votes)</u></i>	<i><u>Not Present (18.80 votes)</u></i>
Agawam	Michael Squindo	
Amherst	Douglas Slaughter	
Belchertown	Brian O'Leary	
Chicopee		Steve Huntley
East Longmeadow	Mary Beth Dowd	
Easthampton		Brendan Rogers
Granby		Glen Sexton
Hadley		David Moskin
Hampden		Becky Moriarty
Holyoke	Aaron Vega	
Leverett		Peter D'Errico
Longmeadow	Mark Gold	
Ludlow		Tony Goncalves
Northampton		Mayor David Narkewicz
Palmer	Benjamin Hood	
Pelham	David Shanabrook	
South Hadley	Michael Sullivan	
Springfield	Tasheena Davis	
Sunderland		Geoff Kravitz
Ware	John Carroll	
West Springfield	Mayor William Reichelt	
Westfield	Peter Miller	
Wilbraham	Paula Dubord	
Williamsburg	J.M. Sorrell	
ADA Representative		Vacant
Rider Representative		Vacant

A quorum of 31.05 vote being present, Vice Chairman of the Advisory Board, Doug Slaughter, called the remote meeting of PVTA's Advisory Board to order at 12:05 PM; majority vote of 43.20 present.

2. PUBLIC COMMENT

Vice Chairman Slaughter asked if any members of the public would like to make a public comment. No public comments were made.

3. APPROVAL OF MINUTES

Vice Chairman Slaughter asked for a motion from the Advisory Board to approve the meeting minutes from the January 27, 2021 Regular Advisory Board Meeting.

Motion: Moved and seconded (O’Leary/Squindo) to approve the meeting minutes from the January 27, 2021 Regular Advisory Board Meeting.

Vice Chairman Slaughter asked if the Board had any discussion. Hearing none; asked for a roll call vote to approve the minutes.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam	Michael Squindo		
Amherst	Douglas Slaughter		
Belchertown	Brian O’Leary		
Chicopee			
East Longmeadow	Mary Beth Dowd		
Easthampton			
Granby			
Hadley			
Hampden			
Holyoke	Aaron Vega		
Leverett			
Longmeadow	Mark Gold		
Ludlow			
Northampton			
Palmer	Benjamin Hood		
Pelham			
South Hadley	Michael Sullivan		
Springfield	Tasheena Davis		
Sunderland			
Ware	John Carroll		
West Springfield	Mayor William Reichelt		
Westfield	Peter Miller		
Wilbraham	Paula Dubord		
Williamsburg	J.M. Sorrell		
ADA Representative			
Rider Representative			

Motion passed by a vote of 42.19. 14-0.

4. REPORT OF THE FINANCE & AUDIT COMMITTEE

Doug Slaughter, Chairman of the Finance & Audit Committee reported that the committee had a scheduled meeting on Monday, March 22, 2021 but a quorum was not present.

Chief Financial Officer, Lisa Seymour gave an update on PVTA's FY22 Draft Budget that was submitted to the Finance & Audit Committee for review.

Revenues

Federal Operating Assistance – The same amount in federal operating assistance as in FY21 is budgeted. MassDOT's preliminary RTCAP program is currently under review.

State Contract Assistance – The amount for FY21 increased by \$622,099 due to the final Governor's RTA budget distribution of \$90.5 Million. The assumption for FY22 is the same as the FY21 amount due to the Governor's H1 Budget.

This budget assumes all school service restored as the schools return to in classroom learning.

SATCO assumes the full-year restoration of school service level with no service to MGM with the Loop. The revenues reflected are based on the Operation Department projections of 75% of ridership restored for FY22.

UMass assumes the full-year restoration of service as students are expected to return to campus for the Fall semester 2021.

Paratransit revenue assumptions are based on the operation department's prediction of 67% ridership restored during FY22 as the community begins to return to pre-pandemic transit needs. This revenue also contains the reallocation of customer service sales directly related to Paratransit that in the past had been allocated to Fixed Route service.

Other Non-Revenue for Administration is budgeted for FY22 at 76.56% less due to analysis of FY20 and FY21 financials.

Interest for FY21 was budgeted at \$150,000 but we only expect to be able to collect \$25,000 by the end of the fiscal year. This is due to not receiving the 50% allocation of the State Contract Assistance at the beginning of the fiscal year as in the past.

The Local Assessments are increased by the allowable statute of 2.5%.

The insurance recoveries decreased based on analysis of current claims accounting. Although there is a large claim possible for UMass, it is not expected to settle during FY22. An insurance category for Paratransit was added to this budget due to the Claims Manager's diligent work at collecting on older claims before the statute has expired.

Vans were disposed of in FY21 showing a gain of \$45,944. We are expected to dispose of buses in FY22 with an estimated gain on assets of \$56,000.

Other Operating Subsidy- With the return to full service, UMass and Five College are both expected to resume their subsidies for service. We are carrying over \$200,000 of the CMAQ grant for FY22 to offset the cost of running the P21E Route. The new Amherst/Worcester grant has been added to this subsidy category.

Expenses

Administration

Administration wages decreased due to new positions in the Finance Dept as well as the Customer Center Office being filled at a lower rate. Information Center wages increased due to having all positions permanently filled in the department.

Mobility Training increased significantly due to another full-time position being filled. Both Mobility Training positions are fully grant funded and offset by federal or state grants.

Pension Fringes show a decrease due to this line item being over budgeted in the past. This has been adjusted to reflect current projections.

The pension reserve is increased based on the Actuary's preliminary projections to fully fund the PVT A pension plan.

Health insurance for Administration decreased by 22%. This is offset by the insurance reimbursement for Administration of 29%. This is due to more staff electing not to take health insurance benefits.

Life/LTD benefits increased due to a budgeting error in the past that has been corrected based on the ending financials of FY20 and the current year.

Unemployment insurance is showing a decrease due to overestimating in the past as well as PVT A having a very low unemployment rate.

Services for Public Relations/Marketing is decreased mainly due to the budget for Marketing being allocated differently. The entire marketing budget is reflected throughout the report at the same amount as last year.

Services/Professional/Info Systems is decreasing by 79% due to this category being overestimated in the past. After analysis of FY20 and FY21 figures, the number for FY22 reflects where this line item in the budget should be.

Janitorial for Administration and Information Center is decreasing due to some of the cleaning expense being directly related to COVID and directly billed against the CARES funding.

Copy and Printing has decreased by more than 90% companywide. This is due to the decision to reduce the number of schedules being printed. At this time, PVT A has no plans to resume printing bulk schedules.

Services/Miscellaneous has significantly decreased due to reallocating miscellaneous expenses to the applicable categories within the existing budget.

Supplies for Marketing has not increased although it appears to on this line item. This is due to reallocating the expenses within the Marketing budget as a whole.

The Other Supplies line item decreased due to being overestimated for in the past budgets. Based on FY20 and FY21 budgets analysis these numbers more accurately reflect what is necessary for these categories.

Telephones for Administration and Information Center decreased due to savings obtained by combining some services and seeking out efficiencies. The telephone for Mobility Training increased due to the addition of a new trainer with this expense being fully grant funded.

The Insurance premiums for Administration category has been eliminated for FY22. This expense category is part of the allocated insurance expense. It is allocated between Administration, Fixed Route and Paratransit during the audit.

Dues and Subscriptions for Administration increased due to new subscriptions for the Abila Accounting Software System to include a Fixed Asset and an accounting platform for SATCo/VATCo.

Travel for Administration decreased due to utilizing remote training that was initiated during the pandemic and expected to continue.

Expenses- Paratransit

The number of communities participating in the Beyond ADA program has increased thus the line item for COA's has increased. East Longmeadow's COA costs were inaccurate on the previous budget and this budget reflects the contracted rate.

Equipment, Maintenance and Miscellaneous have been adjusted to reflect more accurate costs for these categories based on FY20 and FY21 financials.

Utilities have increased because the Paratransit fleet is expected to be moved to cellular data communications instead of voice data communications. The current system is obsolete.

Fuel Cost decreased due to the operations department's predictions of 67% return to service for FY22.

Expenses – Fixed Route

The Subsidy for SATCo/VATCo increased by the allowable 2.5 to 3%.

The additional subsidy line item is eliminated for the upcoming fiscal year as the discretionary funding from MassDOT ends. We are waiting for award notification regarding PVTA's grant proposals for new express service.

The management fee has been increased by 3%. However, this number may need to be adjusted based on the results of the RFP currently out for fixed route management services.

Telephone increased due to the fleet being moved over to the cellular data communications instead of voice data communications. The current system is obsolete.

Fuel- The FY22 Budget assumes the year over year stabilization in fuel costs based on market conditions at the time of submission and current market projections of NYMEX future months. New supplier agreements have not been put in place at this time as we await the normalization of fixed route services. A large, undelivered fuel balance continues to increase under the previously awarded fuel supply contract which is presently expected to carry into the beginning of the new fiscal year. As post-pandemic operating plans are clarified, it is expected to facilitate a continuation of fixed price supply agreements to meet the FY22 fuel requirement.

The UMass Transit subsidy is showing a decrease of 11.45% due to their FY21 budget coming in under budget. The FY22 budget assumptions are based on the estimated FY21 year-end budget assumption with a 3% increase. For FY22, the university portion/reimbursement is increased as UMass Transit is planning on returning to full service for FY22.

UMass Fuel assumes the budget amount at return to full service.

UMass Equipment and Maintenance has been adjusted to reflect the proper prediction for FY22. This line item encompasses items that are eligible for PVTA's capital budget and therefore removed from this operating budget.

There is one large potential accident claim that is currently in suit involving UMass. This may be settled this year. This line item reflects the potential reserve.

Expenses – Shuttles

The shuttle subsidy has been adjusted to the correct contracted figures. Palmer has been increased by 10% due to the operations department's prediction of potential expense with some operational changes.

Fuel- the fuel has been adjusted to reflect the correct percentage split between the towns.

Allocated Insurance is assumed to increase by 4% based on past practice.

Allocated IT is assumed to increase by the 3% which was the allowed amount to contractors.

Highlights:

Cottage Street Operating Costs: Included in the First Transit Budget are operating costs for Cottage Street in the amount of \$1,234,902 as shown in the board packet. Cottage Street operating cost differentials and dual-facility operating costs, as currently estimated, have been incorporated into the budget.

First Transit Operating Costs: Included in the First Transit SATCo/VATCo Budget are the restoration of two mechanic positions as well as the creation of two new positions. A second Safety and Training Manager and a Human Resource Coordinator/Generalist. The Safety and Training Manager is necessary to implement a solid refresher training program and assist the claims department at SATCo/VATCo and PVTA in improving the claims risk and to implement the federally required Safety Plan. The Human Resource Coordinator will assist the HR Manager and address the new PFMLA laws and Unemployment claims (both legitimate and fraudulent) which have been escalated during this past year. Due to efficiencies found within the SATCo's Budget, these positions have been incorporated into the current budget presented to the Board.

UMass Transit: Included in the UMass Transit Budget is an additional position in the Labor Cost that was not previously filled due to the COVID hiring freeze at UMass. Both PVTA and UMass feel that this is an important position anticipating future retirement needs of the staff. Even with this addition, UMass budget still falls below the FY21 Budget.

5. DIRECTOR OF TRANSIT OPERATIONS REPORT

Director of Transit Operations, Paul Burns, reported the following:

Ridership in November, December, and January fell below 300,000 each month due primarily to seasonal impacts (holidays and weather). Additionally, the increased number of COVID cases during January seems to have impacted ridership. Overall, system-wide ridership in January 2021 was 271,000, 65% lower than ridership levels last year, with SATCo down by 55%, VATCo by 62%, and UMass by 87% compared to ridership levels in 2020.

Service Updates:

Agawam Senior Service: We are working with the Agawam COA as part of our Beyond ADA project. We are in the process of implementing additional service aimed at providing a limited "circulator" route in Agawam that will provide more regular service to seniors and other members of the community. We hope to begin operating this service in April 2021.

Westfield State University: The future of service on campus with both the OWL Shuttle and the 10S is uncertain due to issues related to the pandemic and budget concerns at WSU.

Hadley Senior Service: The Hadley COA, as part of the Beyond ADA project, implemented a small circulator service beginning in early February. This circulator provides regular access along a limited route on the Route 9 Corridor from the intersection of University Drive and Route 9 to the Senior Center and Golden Court and back. Initial ridership is low, but as word spreads about the service, we are confident that ridership will increase.

Palmer Ware Shuttle & Quaboag Micro Transit: We are continuing our work with Quaboag and Hulmes to enhance service in this area. Public hearings regarding the Ware Palmer route changes are tentatively scheduled for April 15th and April 19th, with both virtual and socially distanced meetings being planned. Surveys, which will primarily be completed virtually, are expected to be released no later than the first week in April.

Amherst/Worcester Intercity Service: Planning continues for this route. As part of that process, public hearings are tentatively scheduled for April 21, with both virtual and socially distanced meetings being planned. Surveys, which will primarily be completed virtually, are expected to be released no later than the first week in April.

Schedule Revision:

We are currently in the process of revising bus schedules to create printer-friendly formats that riders can print at home if needed. The revisions will allow us to print fewer schedules at once and should result in significant reductions in the amount of money spent to print schedules.

Grant Activity:

Shared Winter Streets and Spaces Grant: PVRTA was awarded \$214,900 in grant funds for up to ten new bus shelters in Agawam, Holyoke and West Springfield.

FY21 Discretionary Funding: PVRTA requested funding to operate hourly service between Northampton and the Holyoke Mall in 20 minutes, hourly service between Northampton and Union Station in 35 minutes, and about half-hour service between the Holyoke Mall and Union Station in 15 minutes from about 7:00am to 8:00 pm on weekdays and Saturdays. We were unofficially notified yesterday that we were awarded this grant.

Paratransit Riders Council Members and Terms:

The following PRC members terms will expire soon.
Springfield:

Richard Mills

Eastern Hampden/Hampshire
(Belchertown, Palmer, Ware)

Dee Marshall

Southern Hampden
(Agawam, East Longmeadow, Longmeadow)

Alexandra Kenney

Western Hampden

*Tom Kennedy

(West Springfield, Westfield)

Hampden, Hampshire A
(Hadley, Leverett, Pelham, Sunderland)

*Briana Fiske

Members designated with an asterisk are currently serving outside their area of residence and are not eligible to be reappointed to the seats they currently occupy.

PRC Bylaws provide for PVRTA to appoint members to seats that remain vacant after April 1st.

Fare review:

Manager of Planning and Analysis, Tolu Oke gave a brief presentation on PVRTA's Fare Report Summary:

Fixed-Route fare scenarios:

- No Fare Change
- Fare Increase
- Pass Price Increase
- Single-Use Price Increase
- Transfer Free
- Low-Income Pricing
- Fare Capping
- Fare Free

Fare Equity Analysis:

FTA Circular 4702.1B requires a fare equity analysis for fare changes to evaluate:

- Whether the fare change would have a discriminatory impact based on race, color, or national origin, and
- Whether low-income populations would bear disproportionate burdens
 - PVRTA defines a disparate impact or disproportionate burden as a situation in which a fare change would adversely impact minority and low-income riders by 1.2 times (more than 20%) the impact on non-minority and non-low income riders

Additional Fare Considerations:

Senior Free Tuesdays:

- Two-year program expires June 2021
- 6,000 senior riders monthly
- 75% of senior ridership on Tuesdays recovered

Paratransit:

- 5% and 10% increases considered
- Forecasts will be presented at the May 19th Advisory Board meeting

Council on Aging (COA):

- Dial-A-Ride services in Agawam, Longmeadow, East Longmeadow, Hadley, Hampden and Northampton
- Programs required to achieve self-sustainability

6. ADMINISTRATOR'S REPORT

Administrator, Sandra Sheehan, reported the following:

Governor Baker H1 request for FY22 reduces the RTAs FY21 state assistance by \$3.5M indicating his reason is the RTAs received CARES federal funding. However, reducing state operating assistance based on one-time federal funds sets the RTAs for an operating funding crisis in the near future when the federal funds are expended. Through MARTA, the RTAs are asking to maintain the same total funding as FY21, \$94M. However, the full amount should be provided as RTA operating with no discretionary funding for FY22. Currently, the FY21 discretionary funds have not been awarded yet and therefore will be spent in FY22. This funding request will increase the RTA operating assistance from \$90.5M to \$94M.

MARTA is also requesting to strike Outside Section 64- This Section of the Governor's Budget makes a significant change in the General Laws as it relates to RTA municipalities local assistance payments. This Section will remove the maximum amount for municipal assessments for RTA communities (50% of net cost). While state assistance for the RTAs is forward funded, the local assessment payments are not. By striking the maximum cap, municipalities in RTA districts only may be left with a larger responsibility for the bus and van service that their residents rely upon.

On the Federal level, with the passage of the new stimulus package, the objective of the \$30.5 billion of emergency transit funding is to ensure that public transit agencies receive sufficient funding under this bill, when combined with the prior COVID-19 transit allocations pursuant to the CARES Act and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), to equal 132 percent of urbanized areas' public transit operating costs as reported in NTD for FY18. The transit funds provided under the bill are available for operating expenses related to the response to the COVID-19 pandemic. The federal share is 100 percent.

On the local level, Education Commissioner Jeff Riley set a timeline for April when Massachusetts schools will be required to return to fulltime, in-person learning. He has indicated the timing for returning high school students to the classroom will be announced next month. PVTA will be working with Springfield and Holyoke Public Schools to determine what tripper service PVTA will be providing for the remainder of the school year.

Masspirg Education Foundation released a report titled Increasing Regional Transit Across the Commonwealth. The report states what we all know, RTAs are a lifeline for many in Massachusetts who do not own cars; for frontline workers; for employers whose workforce needs transit; for students and educational institutions; and for health and wellness. The report goes on to say, RTAs can be mobility managers for their regions. They can provide fast, frequent, and reliable transportation options that get people out of their cars. They can help us alleviate traffic congestion, close opportunity gaps, and reduce air pollution and greenhouse gas emissions. It clearly indicates that to get there, the state must adopt a vision for the future of the RTAs and provide them with the resources necessary to achieve that vision.

Lastly, the MassDOT consultants, Aecom, have provided PVTA with the final version of the Comprehensive Regional Transit Plan. This document provides recommendations for PVTA to implement. The information provided as well as the recommendations will be used by PVTA as we move forward with improving the transit service the agency provides to the residents of the Pioneer Valley.

7. NEW BUSINESS

Vice Chairman Slaughter reported that there is no new business to discuss.

8. OLD BUSINESS

Vice Chairman Slaughter reported that there is no old business to discuss.

9. ADJOURNMENT

Vice Chairman Slaughter asked for a motion to adjourn.

Motion: Moved and seconded (O’Leary/Squindo) to adjourn.

Vice Chairman Slaughter asked if the Board had any discussion. Hearing none; asked for a roll call vote to adjourn.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam	Michael Squindo		
Amherst	Douglas Slaughter		
Belchertown	Brian O’Leary		
Chicopee			
East Longmeadow	Mary Beth Dowd		
Easthampton			
Granby			
Hadley			
Hampden			
Holyoke	Aaron Vega		
Leverett			
Longmeadow	Mark Gold		
Ludlow			
Northampton			
Palmer	Benjamin Hood		
Pelham	David Shanabrook		
South Hadley	Michael Sullivan		
Springfield	Tasheena Davis		
Sunderland			
Ware	John Carroll		
West Springfield	Mayor William Reichelt		
Westfield	Peter Miller		
Wilbraham	Paula Dubord		
Williamsburg	J.M. Sorrell		
ADA Representative			
Rider Representative			

Motion passed by a vote of 43.20. 15-0.

The meeting of the Advisory Board adjourned at 1:21 P.M.

A TRUE RECORD

ATTEST: _____
BRANDY PELLETIER

Documents filed with Board Meeting packet:

- Roll Call Votes
- Regular Advisory Board Minutes of 1-27-2021

MINUTES APPROVED: 5-19-21

MINUTES OF PVTA'S
SPECIAL ADVISORY BOARD MEETING
April 20, 2021

1. CALL TO ORDER

The Special Advisory Board Meeting of the Pioneer Valley Transit Authority was held on Tuesday, April 20, 2021 at 12:00 P.M. and was held remotely in accordance with the Governor's State of Emergency Provisions of the Open Meeting Law, G.L. c. 30A, Section 20, relieving from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, permitting a public body to allow remote participation by all members.

	<i><u>Present (33.30 votes)</u></i>	<i><u>Not Present (28.70 votes)</u></i>
Agawam		Michael Squindo
Amherst	Douglas Slaughter	
Belchertown		Brian O'Leary
Chicopee	Steve Huntley	
East Longmeadow		Mary Beth Dowd
Easthampton	Brendan Rogers	
Granby		Glen Sexton
Hadley	David Moskin	
Hampden	Becky Moriarty	
Holyoke	Aaron Vega	
Leverett		Peter D'Errico
Longmeadow	Mark Gold	
Ludlow		Tony Goncalves
Northampton	Mayor David Narkewicz	
Palmer	Benjamin Hood	
Pelham	Karen Willard-Ribeiro	
South Hadley	Michael Sullivan	
Springfield		Tasheena Davis
Sunderland		Geoff Kravitz
Ware	John Carroll	
West Springfield		Jim Czach
Westfield	Peter Miller	
Wilbraham	Paula Dubord	
Williamsburg	J.M. Sorrell	
ADA Representative		Vacant
Rider Representative		Vacant

A quorum of 31.05 vote being present, Chairman of the Advisory Board, Mayor David Narkewicz, called the remote meeting of PVTA's Advisory Board to order at 12:19 PM; majority vote of 33.30 present.

2. PUBLIC COMMENT

Chairman Mayor Narkewicz asked if any members of the public would like to make a public comment. No public comments were made.

3. APPROVAL TO HOLD PUBLIC HEARINGS ON PROPOSED NORTHAMPTON-HOLYOKE-SPRINGFIELD EXPRESS ROUTE

Chairman Mayor Narkewicz asked for a motion from the Advisory Board to hold public hearings on the proposed Northampton-Holyoke-Springfield Express Route.

Motion: Moved and seconded (Sullivan/Miller) to hold public hearings on the proposed Northampton-Holyoke-Springfield Express Route.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none; asked for a roll call vote to hold public hearings on the proposed Northampton-Holyoke-Springfield Express Route.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam			
Amherst	Douglas Slaughter		
Belchertown			
Chicopee	Steve Huntley		
East Longmeadow			
Easthampton	Brendan Rogers		
Granby			
Hadley	David Moskin		
Hampden	Becky Moriarty		
Holyoke	Aaron Vega		
Leverett			
Longmeadow	Mark Gold		
Ludlow			
Northampton	Mayor David Narkewicz		
Palmer	Benjamin Hood		
Pelham	Karen Willard-Ribeiro		
South Hadley	Michael Sullivan		
Springfield			
Sunderland			
Ware	John Carroll		
West Springfield			
Westfield	Peter Miller		
Wilbraham	Paula Dubord		
Williamsburg	J.M. Sorrell		
ADA Representative			
Rider Representative			

Motion passed by a vote of 33.30, 15-0.

4. OTHER BUSINESS

Chairman Mayor Narkewicz reported that there is no other business to discuss.

5. ADJOURNMENT

Chairman Mayor Narkewicz asked for a motion to adjourn.

Motion: Moved and seconded (Gold/Huntley) to adjourn.

Chairman Mayor Narkewicz asked if the Board had any discussion. Hearing none; asked for a roll call vote to adjourn.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam			
Amherst	Douglas Slaughter		
Belchertown			
Chicopee	Steve Huntley		
East Longmeadow			
Easthampton	Brendan Rogers		
Granby			
Hadley	David Moskin		
Hampden	Becky Moriarty		
Holyoke	Aaron Vega		
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Palmer	Benjamin Hood		
Pelham	Karen Willard-Ribeiro		
South Hadley	Michael Sullivan		
Springfield			
Sunderland			
Ware	John Carroll		
West Springfield			
Westfield	Peter Miller		
Wilbraham	Paula Dubord		
Williamsburg	J.M. Sorrell		
ADA Representative			
Rider Representative			

Motion passed by a vote of 33-30, 15-0.

The meeting of the Advisory Board adjourned at 12:30 P.M.

A TRUE RECORD

ATTEST:


BRANDY PELLETIER

Documents filed with Board Meeting packet:

- Roll Call Votes

MINUTES APPROVED: 5-19-21