
**MINUTES OF PVTA'S
ADVISORY BOARD MEETING
November 19, 2025**

1. CALL TO ORDER

The Regular Advisory Board Meeting of the Pioneer Valley Transit Authority was held on Wednesday, November 19, 2025, at 12:00 P.M. remotely as allowed by Chapter 2 of the Acts of 2025, an act extending certain COVID-19 measures adopted during the State of Emergency which, among other things, further extends temporary provisions pertaining to the Open Meeting Law to June 30, 2027.

	<u><i>Present (38.59 votes)</i></u>	<u><i>Not Present (23.42 votes)</i></u>
Agawam	Cindy Sullivan	
Amherst	Paul Bockelman (12:07pm)	
Belchertown		Edward Boscher
Chicopee		Steve Huntley
East Longmeadow	Sharon Giordano	
Easthampton	Cynthia Tarail	
Granby		Glen Sexton
Hadley		David Moskin
Hampden	Becky Moriarty	
Holyoke	Stephen Fay	
Leverett		Tom Hankinson
Longmeadow	Lyn Simmons	
Ludlow		Anthony Alves
Northampton	Mayor Gina-Louise Sciarra	
Palmer	Benjamin Hood	
Pelham	Jessica Barr	
South Hadley	Lisa Wong	
Springfield	Brian Connors	
Sunderland		Becky Torres
Ware		Nancy Talbot
West Springfield		Mayor William Reichelt
Westfield		Peter Miller
Wilbraham		Paula Dubord
Williamsburg	J.M. Sorrell	
ADA Representative		Vacant
Rider Representative		Vacant

A quorum of 31.01 votes being present, Chair J.M. Sorrell called the remote meeting of PVTA's Advisory Board to order at 12:05 PM; majority vote of 32.41 present at meeting call to order.

2. PUBLIC COMMENT

No Public Comments were made.

(Amherst joined meeting at 12:07pm. Quorum present now 38.59)

3. APPROVAL OF MINUTES

Motion: Moved and seconded (Mayor Sciarra/Moriarty) to approve the meeting minutes from the September 17, 2025, Advisory Board Meeting.

Chair Sorrell asked if the Board had any discussion. Hearing none; asked for a roll call vote.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam	Cindy Sullivan		
Amherst	Paul Bockelman		
Belchertown			
Chicopee			
East Longmeadow	Sharon Giordano		
Easthampton	Cynthia Tarail		
Granby			
Hadley			
Hampden	Becky Moriarty		
Holyoke	Stephen Fay		
Leverett			
Longmeadow			Lyn Simmons
Ludlow			
Northampton	Mayor Gina-Louise Sciarra		
Palmer	Benjamin Hood		
Pelham	Jessica Barr		
South Hadley	Lisa Wong		
Springfield	Brian Connors		
Sunderland			
Ware			
West Springfield			
Westfield			
Wilbraham			
Williamsburg	J.M. Sorrell		
ADA Representative			
Rider Representative			

Motion passed by a vote of 37.25 in favor with one abstention.

4. REPORT OF FINANCE & AUDIT SUB-COMMITTEE

The Finance & Audit (F&A) Committee reported that they met on Thursday, October 2nd and received a detailed report on PVTA's FY25 Audit from Audit Director David Irwin with Adelson & Company. The F&A Committee voted to recommend approval of PVTA's FY25 Audit Report to the Full Board. The Committee also voted to approve the meeting minutes from the Finance & Audit Sub-Committee Minutes of May 19, 2025.

Motion: Moved and seconded (Moriarty/Fay) to accept the Report of the Finance & Audit Sub-Committee.

Chair Sorrell asked if the Board had any discussion. Hearing none; asked for a roll call vote.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam	Cindy Sullivan		
Amherst	Paul Bockelman		
Belchertown			
Chicopee			
East Longmeadow	Sharon Giordano		
Easthampton	Cynthia Tarail		
Granby			
Hadley			
Hampden	Becky Moriarty		
Holyoke	Stephen Fay		
Leverett			
Longmeadow	Lyn Simmons		
Ludlow			
Northampton	Mayor Gina-Louise Sciarra		
Palmer	Benjamin Hood		
Pelham	Jessica Barr		
South Hadley	Lisa Wong		
Springfield	Brian Connors		
Sunderland			
Ware			
West Springfield			
Westfield			
Wilbraham			
Williamsburg	J.M. Sorrell		
ADA Representative			
Rider Representative			

Motion passed by a vote of 38.59, all in favor.

5. APPROVAL OF PVTA'S FY25 AUDIT

David Irwin, the Audit Director with Adelson & Company, reported on PVTA's FY25 Audit and stated the following:

PVTA's FY25 Audit has no findings. There were no material weaknesses, and we have issued a clean, unmodified opinion.

Financial highlights for the year ended June 30, 2025:

- The assets and deferred outflows of resources of the Authority exceeded its liabilities and deferred inflows of resources at June 30, 2025, by \$79,753,145.
- The Authority's cost of operations was fully covered with operating revenues (fixed route, paratransit and shuttle service, advertising, and other miscellaneous income) and government support (federal, state, and local operating subsidies).
- Operating revenues (fixed route and paratransit service) decreased \$2,998,693 or 58% from fiscal year 2024, due to fare-free events, for which the Authority received subsidies for.
- Operating expenses increased \$2,556,648 or 4% from fiscal year 2024 due to an increase in fixed route service of \$1,716,273, an increase in paratransit expenses of \$771,362, an increase in shuttle service expenses of \$122,798, an increase in other operating costs of \$467,942, and a decrease in administrative expenses of \$521,727.
- The Authority's net cost of service, after applying operating assistance and revenues, for eligible reimbursable expenses for fiscal year 2025 was \$57,095,925. The net cost of service was funded with local assessments of \$10,376,805, state contract assistance of \$39,440,070, and state fare free assistance of \$7,279,050.
- The Authority expended \$24,961,847 on capital assets, which were funded with federal and state capital grants.

The Authority's operations are funded annually through a state-required computation of the net cost of service. Except for the establishment of a restricted reserve, as allowed under Massachusetts General Laws, the Authority's funding cannot exceed its net cost of service.

The Authority's assets exceeded its liabilities by \$79,753,145 at the close of fiscal year 2025. A portion of the Authority's net position, shown as "restricted reserve", represents resources that are subject to approval of the Secretary of Transportation. As of June 30, 2025, the Authority's reserve for extraordinary expenses was \$2,024,742. During fiscal year 2025, the Authority's unrestricted net position increased a net amount of \$3,646,960 from fiscal year 2024 for a total negative unrestricted balance of \$42,269,010 at June 30, 2025. The negative unrestricted net position of \$42,269,010 is primarily the result of the Authority reporting its projected long-term obligations for its net pension liabilities of \$1,486,506 and other postemployment benefits liabilities of \$39,215,064. The recognition of these long-term liabilities are estimates based on actuarial valuations.

At the end of fiscal year 2025, the Authority had a revenue anticipation note payable of \$18,400,000. This note provides operating cash flow until federal, state, and local appropriations are received. On

July 11, 2025, the Authority issued a \$16,400,000 revenue anticipation note maturing on July 10, 2026 at a rate of 4%. The Authority repaid the \$18,400,000 note due on July 11, 2025.

The Authority's investment in capital assets as of June 30, 2025 amounted to \$116,095,869, net of accumulated depreciation. The investment in capital assets includes land, buildings, vehicles, and equipment. The Authority primarily acquires its capital assets under federal and state capital grants.

During our audit, it was noted that capital assets additions are not entered into the fixed asset module on a timely basis.

Recommendation: For the Authority to establish a process to ensure that capital asset additions are entered into the fixed asset module on a timely basis once the purchases are finalized and properly classified. In addition, the fixed asset module should be reconciled to the general ledger on a monthly basis, with the reconciliation documented and retained as part of the Authority's month-end close.

Status of Prior Year Recommendations:

1. Modified and repeated as Item #1.
2. As recommended, the Authority has reviewed and implemented GASB No. 101 and 102 for fiscal year 2025.

A full copy of PVTA's FY25 Audit Report has been filed with the minutes of this meeting.

Motion: Moved and seconded (Bockelman/Simmons) to accept and approve PVTA's FY25 Audit.

Chair Sorrell asked if the Board had any discussion. Hearing none; asked for a roll call vote.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam	Cindy Sullivan		
Amherst	Paul Bockelman		
Belchertown			
Chicopee			
East Longmeadow	Sharon Giordano		
Easthampton	Cynthia Tarail		
Granby			
Hadley			
Hampden	Becky Moriarty		
Holyoke	Stephen Fay		
Leverett			
Longmeadow	Lyn Simmons		
Ludlow			
Northampton	Mayor Gina-Louise Sciarra		
Palmer	Benjamin Hood		
Pelham	Jessica Barr		
South Hadley	Lisa Wong		
Springfield	Brian Connors		
Sunderland			

Ware
West Springfield
Westfield
Wilbraham
Williamsburg J.M. Sorrell
ADA Representative
Rider Representative

Motion passed by a vote of 38.59, all in favor.

6. **APPROVAL OF TRANSIT ASSET MANAGEMENT (TAM) PLAN GOALS**

Administrator Sheehan reported that PVRTA had set targets for transit buses at 30% and 70% for cutaway vans exceeding their useful life benchmark. PVRTA met the goal for buses at 28% and exceeded the goal for cutaway vans at 74%.

During Calendar year 2025, sixteen transit buses and twenty paratransit vehicles were placed in service. These included hybrid electric buses and cutaway vans. These vehicles were added to the vehicle inventory during FY25.

Although orders were placed for replacement vehicles during FY25, their delivery did not take place during the fiscal year due to availability of parts during manufacturing and the delay currently experienced by all manufacturers in building of rolling stock. Twenty-seven (27) cutaway vans were delivered in July 2025, and the fourteen (14) transit buses are scheduled to be delivered in March 2026.

This fiscal year 2026, PVRTA plans to replace transit buses with two (2) electric transit buses, two (2) articulated transit buses and seven (7) hybrid electric buses. PVRTA would also be replacing two shuttle buses and eighteen (18) cutaway vehicles.

As rolling stock manufacturing is now scheduled for 18 months, the targets have been set at 30% for buses and 70% for cutaway vans to reflect actual vehicles onsite.

TAM Plan Goals % Past Useful Life Benchmark:

- All revenue vehicles: 50%
- Bus: 30%
- Van: 70%
- Facilities: 20%
- All Non-revenue: 60%
- Automobiles: 70%
- Trucks and other Vehicles: 60%

Motion: Moved and seconded (Bockelman/Mayor Sciarra) to approve PVRTA's Transit Asset Management (TAM) Plan Goals for FY26.

Chair Sorrell asked if the Board had any discussion. Hearing none; asked for a roll call vote.

Yes

No

Abstained

Agawam	Cindy Sullivan
Amherst	Paul Bockelman
Belchertown	
Chicopee	
East Longmeadow	Sharon Giordano
Easthampton	Cynthia Tarail
Granby	
Hadley	
Hampden	Becky Moriarty
Holyoke	Stephen Fay
Leverett	
Longmeadow	Lyn Simmons
Ludlow	
Northampton	Mayor Gina-Louise Sciarra
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Pelham	Jessica Barr
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Springfield	Brian Connors
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Rider Representative	

Motion passed by a vote of 38.59, all in favor.

7. **APPROVAL OF TITLE VI ANALYSIS ON R10**

Paul Burns reported that PVTa is proposing to improve frequency on R10 Westfield/West Springfield from the current 45 minutes to 30 minutes. This change is a significant change and will require a Title VI analysis. We are asking the Board to approve conducting a Title VI Analysis with the required public hearings. The proposed R10 Changes would take effect on December 21st.

Motion: Moved and seconded (Moriarty/Fay) to approve PVTa conducting a Title VI Analysis on the R10 Westfield/West Springfield.

Chair Sorrell asked if the Board had any discussion. Hearing none; asked for a roll call vote.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam	Cindy Sullivan		
Amherst	Paul Bockelman		
Belchertown			

Chicopee	
East Longmeadow	Sharon Giordano
Easthampton	Cynthia Tarail
Granby	
Hadley	
Hampden	Becky Moriarty
Holyoke	Stephen Fay
Leverett	
Longmeadow	Lyn Simmons
Ludlow	
Northampton	Mayor Gina-Louise Sciarra
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Rider Representative	

Motion passed by a vote of 38.59, all in favor.

8. DIRECTOR OF TRANSIT OPERATIONS REPORT

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

Systemwide fixed route ridership continues to increase. Ridership for September 2025, at 1,078,699 passengers was up 189,295 passengers (21.3%) over September 2024. This is the first time monthly ridership has exceeded one million riders since FY 2019.

Preliminary ridership numbers for October indicate that ridership in that month also exceeded one million.

Ridership by operator for September:

- DGR: 685K up 168K (32.5%) from September of 2024
- UMass: 389K up 4K (5.5%) from September of 2024
- Hulmes: 3038 up 1081 (55.2%) from September of 2024

Paratransit ridership continues to increase steadily when compared to the previous year. September paratransit ridership at 18,055 was an increase of 703 passengers (4.1%) over September of 2024.

Ridership Recovery: Year to date, ridership in FY 2026 totals 2,358,187, up 7.4% over FY 25. At this point fixed route ridership for the year was 100.4% of 2019's ridership.

Paratransit ridership recovery for FY 26 is 81.9% of 2019 ridership for the same period.

Route Updates:

PVTA extended the Amherst-Greenfield route to serve the new affordable housing complex, Amethyst Brook, in Pelham. In the first month of service with this new alignment, shows ridership increases of 34% over the prior month.

Winter service changes: PVTA will be making the following service changes with the winter bid which takes effect on December 21st.

R10: Improving frequency from 45 minutes to 30 minutes.

G2: Improve service from every 30 minutes to every 20 minutes.

X94: Expanding service to Colonial Estates in Springfield on this route (in addition to the current service provided by the B7).

IMr. Burns also presented the impacts of improved service from September 2025 compared to September 2024:

To provide a snapshot of the impact of the ongoing service enhancements, ridership was analyzed on routes with service changes since September of last year. Those routes include the G5, B6, R14, B17, G19, R22, R29, 36, 38 and X92.

While The R24 experienced a 4 percent loss of ridership on weekdays, which its believe to beentirely due to the realignment with the 29, overall, this route saw a 31% increase in ridership year over year. Overall, these routes saw an increase in ridership of 52.98%. From 92,229 riders in 2024 to 141,092 this year. With weekday ridership increasing 48%; Saturday ridership increasing 54% and Sunday 155%.

Safety and Security: With few exceptions in calendar year 2025, PVTA continue to see a declining trend in the number of verbal and physical assaults on operators.

September showed the lowest number of assaults since record keeping began with 5 verbal and 0 physical assaults on operators during that month.

9. **ADMINISTRATOR'S REPORT**

Sandra Sheehan, Administrator, reported the following:

The Massachusetts Association of Regional Transit Authorities (MARTA) made an official request to MassDOT, the Secretary of Transportation and the state office of Administration and Finance (A&F) for a funding request for FY27. To stabilize the operations of the RTAs and to ensure predictable and stable funding, the RTAs requested no less than \$210M, which is the same amount of funds provided in the current fiscal year. It asks for this amount to be incorporated into each recipient's baseline funding calculation and, that it be adjusted for inflation by adding a 3% multiplier.

During the government shutdown, the Federal Transit Administration (FTA) operations continue and none of its employees were furloughed. FTA was able to reimburse transit agencies for previously approved projects. However, FTA could not approve new capital grants, that included an amendment request made by PVRTA for the FY24 grant and the FY25 grant.

During the shutdown, PVRTA was able to use the interior bus monitors to provide information about regional food banks. This information was also posted at all transit hubs in the region. In addition, PVRTA waived the three-bag limit on board the vehicles.

PVRTA is currently holding its annual food drive collecting non-perishable food donations on all vehicles with collections being donated to The Food Bank of Western Mass and the Amherst Survival Center.

The Office of the State Auditor continues its audit of PVRTA's Battery Electric Buses (BEBs). Site visits were conducted at the Operations and Maintenance Facilities at UMTS and SATCo. Data requested has been provided to the auditors throughout the last three months.

PVRTA continues to apply for grant funding, applications were submitted for the Community Transportation Grant Program, which funds the beyond ADA service that is provided by some communities in our region as well as the Travel Training program. MARTA submitted a joint application of the RTAs for a Micro-Transit program and, this week, PVRTA will be applying for replacement vehicles for the paratransit fleet.

PVRTA has started to use the Swiftly software system module for "On-Time Performance" (OTP) and "run-times" to assist in analyzing and improving schedule adherence. On-Time Performance measures how close vehicles are to their scheduled arrival and departure times. Run-times are actual, observed travel times between stops, used to build more accurate schedules by providing real-world data instead of relying solely on planned times. The software system allows us to view overall system or route-specific performance, to identify trends and problem areas over time and to see performance broken down by time of day or severity. This system will assist in the creation of more realistic schedules by replacing or supplementing the planned schedules with actual, observed data thus enhancing the customer experience.

The service improvements implemented in the last two years combined with fare free service has resulted in increased ridership. Improving frequency results in increased ridership as it reduces waiting times, increases reliability, and makes the service more convenient and appealing to a wider range of people.

Ms. Sheehan also discussed the status of the construction projects at the Springfield O&M facility at Cottage Street and the expansion of the UMass Transit Garage.

10. NEW BUSINESS

Chair Sorrell reported that there is no new business to discuss.

11. OLD BUSINESS

Chair Sorrell reported that there is no old business to discuss.

12. ADJOURNMENT

Chair Sorrell asked for a motion to adjourn.

Motion: Moved and seconded (Fay/Bockelman) to adjourn.

	<u>Yes</u>	<u>No</u>	<u>Abstained</u>
Agawam	Cindy Sullivan		
Amherst	Paul Bockelman		
Belchertown			
Chicopee			
East Longmeadow	Sharon Giordano		
Easthampton	Cynthia Tarail		
Granby			
Hadley			
Hampden	Becky Moriarty		
Holyoke	Stephen Fay		
Leverett			
Longmeadow	Lyn Simmons		
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Northampton	Mayor Gina-Louise Sciarra		
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Springfield	Brian Connors		
Sunderland			
Ware			
West Springfield			
Westfield			
Wilbraham			
Williamsburg	J.M. Sorrell		
ADA Representative			
Rider Representative			

Motion passed by a vote of 38.59, all in favor.

The meeting of the Advisory Board adjourned at 1:04 P.M.

A TRUE RECORD

ATTEST: _____
BRANDY PELLETIER

Documents filed with Board Meeting packet:

- Roll Call Votes
- Advisory Board Minutes of 9-17-25
- PVRTA's FY25 Audit Report
- Transit Asset Management Plan Goals

Minutes Approved: January 21, 2026