



Thursday, February 5, 2026

ADVISORY BOARD

MERRIMACK VALLEY REGIONAL TRANSIT AUTHORITY

Board Members Attending:

Amesbury: Cassandra Gove
Georgetown: Frank O'Connor
Merrimack: Mitch Kostoulakos
Newbury: Kristen Grubbs
Rowley: Bob Snow
Riders' Representative: Jessica Ramos

Andover: Monica Gregoire
Groveland: Rebecca Oldham
Methuen: Kathleen Colwell
North Reading: Lillian Hartman
West Newbury: Amanda Haggstrom

As Chair of the Board, Ms. Gove called the meeting to order at 8:41 a.m.

1. **Welcome & Introductions:** Ms. Gove welcomed the Board members and everyone in attendance and invited them to introduce themselves.
2. **Approval of Minutes of the Meeting of December 4, 2025:** Ms. Gove called for a motion to approve the minutes of the Advisory Board meeting of December 4, 2025. So moved by Ms. Colwell of Methuen, seconded by Mr. Snow of Rowley. Vote to approve: Unanimous.
3. **Advisory Board Committees Reports:**
 - a. *Finance and Audit Committee:* Mr. Shapiro, Chair of this sub-committee, was not present today, so committee member Ms. Oldham of Groveland related the details of their meeting. There was only one change made since the members received their draft copies of the final audit. That is, the classification of the Revenue Anticipation Note was changed from a Short-Term Debt to a Long-Term Debt. The original classification was assigned to the note because it matured in one year. The classification was changed because the note is re-bid every year, which has the same effect as renewing the note, therefore the Long-Term designation was deemed more accurate by the auditor. There is no real net effect to the audit results. There were no findings in either the Financial Statement Audit nor the Single Audit of Federal Grant Fund Compliance. The committee voted to recommend acceptance of the audit by the full Advisory Board. Ms. Gove called for a motion to accept the Audit as presented. So moved by Ms. Oldham of Groveland, seconded by Mr. Snow of Rowley; vote to accept: Unanimous.
 - b. *Ferry Service Committee:* The Chair of the committee, Ms. Gove of Amesbury, reported that they have not yet scheduled site visits yet but plan to do so as soon as the sites involved are accessible, referring specifically to the two feet

of snow currently making it impossible to evaluate the sites accurately. Ms. Gove did compliment the exceptional team of professionals that has been assembled to coordinate and execute the many intricate parts of the project.

- c. *Fixed Route Service Committee:* The Chair of the committee, Mr. Shapiro of North Andover, was not in attendance. Mr. Berger related that we received the grant to create two new routes: Route #25, a new cross-town route in Methuen, and Route #28, the connection to Salem, NH. This will be reviewed by the Fixed Route Service Committee and presented to the full Board in March.
 - d. *Paratransit Service Committee:* There was no official report from this committee. Ms. Hartman of North Reading had two questions: 1) The status of the software upgrade that will allow MeVa to provide its riders with an App that they can use to schedule rides without having to call in to a reservationist. The Director of Paratransit, Leo Worcester, said he completed a questionnaire for the software developers so they can tailor the software to MeVa's operation. The developer is still working on it and will contact Leo with additional questions, if any, or when it is ready for the testing phase; 2) If there is an update on the joint application by all of the RTAs for the \$10m discretionary allotment for micro transit. Mr. Berger said we have not heard as MassDOT is still working through that.
 - e. *Administrator Performance & Compensation Committee:* The Chair of the committee, Kathleen Colwell of Methuen, had nothing to report at this time.
 - f. *Ad Hoc McGovern Committee:* Mr. Berger said that this committee was primarily formed to monitor the migration of our Lawrence bus hub to the McGovern Transportation Center, which is substantially complete at this time.
4. **FY2026 MeVa Planning Roadmap:** Deputy Administrator of MeVa, Nio Mendez, made this presentation. She related that this roadmap was requested by Board members at this year's retreat in November. The document created by Nio, and distributed to the members, highlights all of the happenings that were and are planned for the entire fiscal year. This includes awards, events of all types, outreach activities, route changes/additions, facility improvements, actions requiring board approval, and advisory board and sub-committee meeting times.
5. **Administrator's Report:** Mr. Berger briefly updated the board members about Administration, Operations, Finance, Planning and Outreach. Please refer to his Administrator's Report dated February 5, 2026, for details.
6. **Update from MVPC:** Elizabeth Maldari from MVPC updated the members on current activities. For planning updates, please see their website at www.mvpc.org
7. **Other Business:** There was no additional business.
8. **Confirm Next Meeting:** The next meeting will be held on Thursday, March 5, 2025, at 8:30 a.m. at MeVa Headquarters in the main conference room.
9. **Adjournment:** Ms. Gove asked for a motion to adjourn at 9:46 a.m. So moved by Mr. Snow of Rowley; seconded by Ms. Oldham of Groveland; Vote to adjourn: Unanimous.