

Draft Memorandum for the Record

Boston Region Metropolitan Planning Organization Administration and Finance Committee Meeting Minutes

February 12, 2026, Meeting

9:00 AM–10:00 AM, Zoom Video Conferencing Platform

Brian Kane, Chair, representing the Massachusetts Bay Transportation Authority (MBTA) Advisory Board

Decisions

The Boston Region Metropolitan Planning Organization's (MPO) Administration and Finance (A&F) Committee agreed to the following:

- Approve the minutes of the May 29, 2025, meeting
- Approve the minutes of the November 20, 2025, meeting

Materials

Materials for this meeting included the following:

1. May 29, 2025, minutes ([pdf](#)) ([html](#))
2. November 20, 2025, minutes ([pdf](#)) ([html](#))

Meeting Agenda

Introductions

See attendance on page 4.

Public Comments

There were none.

Action Item: Approval of May 29, 2025, Meeting Minutes

A motion to approve the minutes of the meeting of May 29, 2025, was made by the Metropolitan Area Planning Council (MAPC) (Eric Bourassa) and seconded by the North Suburban Planning Council (John Strauss). The motion carried.

Action Item: Approval of November 20, 2025, Meeting Minutes

A motion to approve the minutes of the meeting of November 20, 2025, was made by MAPC (Eric Bourassa) and seconded by the North Suburban Planning Council (John Strauss). The motion carried.

State Fiscal Year (SFY) 2026 Budget Update: Quarter Two,—Hiral Gandhi and Silva Ayvazyan, MPO Staff

H. Gandhi provided an overview of the operating budget. She stated that performance remains strong and on track, variability reflects contract timing and staffing transitions, the budget remains strategically balanced to support operations, and ongoing monitoring and adjustments will be brought forward as needed.

S. Ayvazyan presented the SFY 2026 budget broken down by quarter and described revenue and expenses in more detail.

Discussion

B. Kane asked how staff plan to use Quarter Two to balance the budget. H. Gandhi responded that staff recognize prepaid expenses in Quarter Two, so that there is more room in the budget and the overhead rate is balanced.

B. Kane asked what staff are concerned about for the upcoming year. H. Gandhi responded that there are concerns about staying on top of staffing assumptions and recruitment. Tegin Teich, executive director of the MPO staff, also responded that there are multiple large scale grants that will need to have their capacity managed. B. Kane asked if there are any unknown costs upcoming. T. Teich responded that a new or modified office space is in the works.

Executive Director Goals Updates—Tegin Teich, Executive Director

T. Teich described progress toward the goal categories of identity and awareness, programs and services, governance, organizational structure and staffing, diversity equity and inclusion (DEI), and funding and opportunities.

Discussion

B. Kane stated his appreciation for T. Teich's work since joining the agency. Karl Alexander, Community Advisory Council, shared his support for the DEI goal category.

Lenard Diggins, Town of Arlington, asked if \$930,000 could be used for discrete studies. T. Teich clarified that the amount was de-obligated PL funding, which has restrictions on its use; however, the funds may be able to be used to fund studies similar to the MPO's discrete studies that would be performed by outside consultants.

Jen Rowe, City of Boston, asked why de-obligated funds could not be used for staff time. Sam Taylor, MassDOT, clarified that the funds are not seen as a sustainable funding source.

L. Diggins also asked if the Prioritization Process Pilot Program (PPPP) would include recruiting permanent staff. T. Teich responded that it is still being discussed.

Members' Items

There were none.

Adjourn

A motion to adjourn was made by the Town of Arlington (L. Diggins) and seconded by the City of Boston (J. Rowe). The motion carried.

Attendance

Members	Representatives and Alternates
MBTA Advisory Board	Brian Kane
Metropolitan Area Planning Council	Eric Bourassa
Community Advisory Council	Karl Alexander
City of Boston	Jen Rowe
Massachusetts Department of Transportation	Sam Taylor
Town of Arlington	Lenard Diggins
MetroWest Regional Collaborative	Dennis Giombetti
North Suburban Planning Council	John Strauss

Other Attendees	Affiliation
Allison Lenk	
Nelson Mui	MetroWest Regional Transit Authority (MWRTA)
Tyler Terrasi	MWRTA

MPO Staff/Central Transportation Planning Staff

Tegin Teich, Executive Director
Adriana Jacobsen
Hiral Gandhi
Silva Ayvazyan
Sean Rourke

CIVIL RIGHTS NOTICE TO THE PUBLIC

Welcome. Bem Vinda. Bienvenido. Akeyi. 欢迎. 歡迎.



You are invited to participate in our transportation planning process, free from discrimination. The Boston Region Metropolitan Planning Organization (MPO) is committed to nondiscrimination in all activities and complies with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin (including limited English proficiency). Related federal and state nondiscrimination laws prohibit discrimination on the basis of age, sex, disability, and additional protected characteristics.

For additional information or to file a civil rights complaint, visit www.bostonmpo.org/mpo_non_discrimination.

To request accommodations at meetings (such as assistive listening devices, materials in accessible formats and languages other than English, and interpreters in American Sign Language and other languages) or if you need this information in another language, please contact:

Boston Region MPO Title VI Specialist

10 Park Plaza, Suite 2150

Boston, MA 02116

Phone: 857.702.3700

Email: civilrights@ctps.org

For people with hearing or speaking difficulties, connect through the state MassRelay service, www.mass.gov/massrelay. Please allow at least five business days for your request to be fulfilled.