

Minutes of the Southeast Vermont Transit Board of Directors  
February 12, 2020 Meeting  
706 Rockingham Road, Rockingham, Vermont

President Chip Stearns called the meeting to order at 5:38 pm. Those in attendance and constituting a quorum were as follows:

**Board Members:** Chip Stearns, Joel Bluming, Scott Tucker, Wendy Harrison, Matt Mann, Seth Boyd and Jamie Storrs

**Invited Guest:** Ross McDonald and Tim Bradshaw

**Members of the Public:** None

**Staff Present:** Randy Schoonmaker, Rebecca Gagnon, Christine Howe and Keith Johnson

**Public Input:** None

**Review of Minutes:** Reviewed with no comments.

**Amend Agenda: Motion:** Randy asked if the Board wanted to talk about returning to Medicaid with Ross and Tim in open session or executive session.

**Executive Session: Motion 1,** Scott Tucker motioned to go into executive session at 5:45 pm to discuss contracts, inviting all staff and guests. Joel Bluming seconded. Motion passed 7-0. The board came out of executive session at 7:17 pm.

### **Old Business**

**Ridership:** The board reviewed ridership. Rebecca noted that although the 61 Route was down, that most of those rides are being done by the 57 route, so we are actually realizing an increase. Brattleboro routes continue to increase since changing the route structure. Rebecca did note there may be a correlation between the increase in ridership and days when the system had to go fare free due to mechanical issue with the Genfare boxes. An analysis is underway. The demand response and volunteer rides continue to trend as anticipated. Overall ridership is up 312 rides at the Current.

Christine spoke to the decrease in ridership at the MOOVer which is predominantly due to winter weather which has impacted the seasonal routes, especially the parking lot shuttles. However, the fixed routes are doing very well along with the shopping and meal trips. The MOOVer is down 5% YTD. We are also comparing this year with a record year last year.

Overall the company ridership is down 3%.

**Financial Overview:** The board reviewed the Finance Committee executive summary. Mount Snow is on track with payments. Chip reviewed the IRS fuel tax issue with the board. Keith presented to the board a brief narrative of the IRS issue. In summary, at the opinion of IRS staff, we were not required to pay any fuel tax. We spent the last eighteen months not paying fuel tax. The account was audited by the IRS and it was found there was an error in reporting and paying fuel tax and that we should have been paying fuel tax. We are now responsible for a back payment of \$43,770. We are due a tax refund of \$22,124 thus leaving a balance on the deficit of \$21,646. **Motion 2:** Chip motioned that the submission of the payment be processed as soon as possible provided with a letter to the IRS and within the next fourteen days submit for the different of the interest as calculation had this all worked out as expected. Wendy Harrison seconded. Motion passed 7-0.

**Partner Updates:** None

**Fundraising update:** None

**Re-Branding:** We are delayed due to time constraints with the holiday week. We will resume spotting our first bus after the holiday week. One of the MOOver busses in the spring will have brown spots.

**New Business:** None

**Company Updates:** Randy stated we are going out to bid for the one bay addition at the Current on Tuesday. This is an IFB and a design build project. We have approximately \$430,000 in funding and will work with VTrans on backfilling the funding when the bid comes in. We are not committing any local funds to this project, it's 100% funded by federal and state funds.

We recently had an OEM Ford Transit vehicle on display at the MOOver and invited VTrans and other transit agencies from around the state and New Hampshire to view it. These types of vehicles will be used for demand response services. The vehicle is offered in diesel or gas with wheelchair securements located within the floor, it's smaller than our existing vehicle with better gas mileage and warranties. We are preparing a statewide procurement for both Vermont and New Hampshire to piggyback on. The vehicle fully stocked is roughly \$75,000 compared to our cut-aways at \$125,000. We are hopping to procure two for our Brattleboro service area.

**Board Member Comments:** None

**Future Agenda Items:** E & D and Medicaid

**Adjourn:** Joel motioned to adjourn, Scott seconded, all approved at 6:30 pm.