

Minutes of the SEVT Board of Directors Meeting
August 16, 2018
Brattleboro Municipal Center
Brattleboro, Vermont

President Chip Stearns called the meeting to order at 5:32 pm. Those in attendance and constituting a quorum were as follows:

Board Members Present: Chip Stearns, Joel Bluming, Matt Mann, Wendy Harrison

Guests: Peter Ellwell, Emilie Kornheiser (exited 6:13)

Staff Present: Randy Schoonmaker, Leona Linney, Christine Fayette, Rebecca Gagnon

Public Input: Peter thanked SEVT for their transportation service and use of the Brattleboro Municipal Center to hold the meeting. Emilie introduced herself as a potential Democratic Rep. for West Brattleboro, here to just observe.

Amend Agenda: Replace SRTP or Facility Planning with Earmark options.

Previous Minutes: Chip asked if everyone had a chance to review the previous minutes. Minutes state that Tim Bradshaw was to do a presentation, but due to Bennington Battle Day he is off and will reschedule.

Old Business:

New Board Member: Eithne Eldred resigned after many years of service, so we need a new board member. Wendy explained that the Nominating Committee tried to meet but was unsuccessful. Meanwhile, she spoke with Scott Tucker who is the manager of Wilmington. He is looking to offer services on a Board. Chip spoke highly of Scott as he knows him. Randy spoke to developing some criteria and seek potential candidates to fill those criteria, then have the Nominating Mommittee reach out to potential members an interview for future board openings. He also suggested developing a list of existing Board member strengths and areas where we could use new skills. Chip read in the bylaws that we are supposed to fill a vacant position within 30 days. Moving forward the candidate would be brought from the Nominating Committee. Matt wants future protocol for the Nominating Committee to meet with the candidate and then make the formal nomination to the Board. Wendy, Matt and John will meet with Scott Tucker prior to the next meeting in September. If he is planning on being approved, then he should be invited and attend the meeting.

Motion 1: Wendy motioned to Invite Scott Tucker to the next BOD meeting with the intention of approving him as the eighth member of the Board of Directors, Joel seconded, motion passed 4-0.

Ridership: Randy updated the Board on ridership. The MOOver missed a record year by 150 rides. The Current had string year, especially from the routes that were re-designed in February..

Thus far in FY19 the Current is off 7% from a year ago mostly because of Brattleboro and the 70's routes. The MOOver had the lowest fireworks and parade ridership in 18 years.

Emilie asked why Brattleboro had fares. Randy explained that the Town has always had a rider contribution philosophy. Randy explained we would need a contribution of at least \$75,000 per year for several years to make Brattleboro fare free.

Brattleboro Re-Scheduling Update: Version 33 of the schedule has been sent to the ad agency who creates the brochure. Public input ended on August 10th. Proposed Red Line changes include one-hour headways, one seat ride from residential areas of West Brattleboro to Market 32 (Price Chopper), timed transfers to the White and Blue Lines. On the White Line we added a new spur to Cotton Mill Hill. We no longer service SIT as they no longer need our services. The Blue Line serves New Hampshire and we are running a new spur to Winston Prouty Center and Living Memorial Park. Other highlights are downtown stops. With help from the Town Manager we were able to regain some downtown bus stops such as the Congregational Church heading north and the Post Office by the

entry way heading south. Wendy asked how people will know it is a stop. We will put up posts and signs to identify stops. We added Great River Terrace and NECCA. We also developed a chart on how to get back and forth to Walmart to assist riders plan that trip. A scrolling sign board was discussed for the Brattleboro Transportation Center for new Brattleboro routes at some future date contingent on grant funding. Additional operations funding of 50% of our new additional hours was granted from Tim Bradshaw at VTrans. Randy explained the Blue Line right now lines up exactly with the Omega shift schedule, but with the new schedule they will now have a 15 to 20-minute wait, which was the best we could do. At some point the Board needs to approve the new schedule.

Motion 2: Matt motioned to accept the Brattleboro schedule as is including any potential minor tweaks to it and implement it ideally by October 1, Wendy seconded, and the motion passed 4-0.

Fundraising Concept: Randy has explained that there are typically three fundraising levels; sponsorships, cash donations and volunteers. Since we are all set with good volunteers, we are focusing on donations and sponsorships. We have studied and met with Advanced Transit and ACTR in Middlebury whom we feel do an excellent program. Advanced Transit has a former Board member with a history of fundraising, and ACTR's is run by their CEO who has years of fundraising experience. Christine's experience is to develop a nice mailer by the fall to get in by end of the year tax donation. Randy explained we should also come up with a list of where donors would like the funds to support. Randy walked through the proposed fundraising outline, and if we launch a program this year we need to get going. Discussion ensued regarding rider testimonials about services to promote and encourage fundraising. Christine explained how a good story to go with the mailing is a major part of encouraging support. Joel asked about Route 30 and could that help in the fundraising efforts. Randy asked if the board would approve the general outline and approval of up to \$10,000 for producing the mailer and begin the proceed.

Motion #3: Wendy motioned to approve the fundraising project, Joel seconded, discussion ensued, and the motion passed 4-0.

Earmark Options: Randy explained the earmark options and the roughly half million dollars available. VTrans is writing a new contract to extend the earmark funding with us as our current contract expired on June 30. We will be getting an extension and allowed to access those funds once the new contract is completed. Randy is bringing the question to the Board of what to do with the funds. Randy explained VTrans wants to spend the earmark down and are willing to work for us to possibly cover the entire amount of the 20% local match from state funds, so we would not have to borrow the match. Randy asked our project manager for ideas on what to do with the money. This leads to Option #1 for the bus wash. Randy explained Option #2 is too expensive, in his opinion. Option #3 explained that the drivers have no real facilities at the Current, and we utilize unused spare for dispatchers and free up their existing area for a driver's room. Option #5 is to help the current wash bay doors from freezing shut. Option #6 is small and for keypad entry for doors. Randy asked the board to consider options #1 and 3, with our earmark and hopefully additional State funds. Matt asked where the local 20% match was coming from, Randy explained it is possibly coming from state construction funds. Matt asked when we would have an answer from the state. Randy explained that VTrans will be meeting soon to discuss. Chip asked how much money we have in our savings. Leona answered we will have \$86,000 after we are reimbursed for the fronted Maclay invoice. Wendy asked if we could use that savings to pay down debt. Randy stated that we like to keep that money for capital and "rainy day funds". Wendy wanted to confirm that the earmark cannot be used to pay down any debt. Randy and Chip answered no, it must be used for capital. Wendy asked if AVL's be bought with this funding? Randy explained, again, no, but we have AVL in Brattleboro already. Randy explained that this earmark latest version was written for the Current to build an addition, bus wash, and fueling station. Wendy asked if it must be spent at this geographic location? Yes, the earmark is attached to the physical property. Randy explained how the Current owns the existing brushless bus wash, and the thought is to upgrade it and use the removed wash to place in Brattleboro if someday there is a facility built there. Matt asked what is the problem with the current wash at the Current? Chip explained that there is almost \$2,000 per month in water and sewer expense with the existing system versus recycling 75% of our water like the MOOver's system is doing now. Randy explained it is inefficient and does not do a good job, a new wash would extend the life of the fleet, and that we would save money. Wendy asked if we were happy with the Bus Wash in Wilmington, and Randy said yes.

Motion #4: Chip motioned to immediately present option 3 to state for approval and use whatever resources out of savings needed for local match on a temporary basis until state funding reimbursement, as it will improve morale

to take an employee idea execute it and offer drivers their own area. Wendy seconded, discussion ensued, and the motion passed 4-0.

Motion #5: Chip made a motion to continue with Option #1 pending approval from the state and the states commitment to local funds match funding Wendy seconded, discussion ensued and the motion tied 2-2.

New business: None

Motion #6: Chip motioned to enter executive session 3:13 1A on personnel matter, Wendy seconded, and the motion passed 4-0

Executive Session: Board members and staff invited entered at 7:36 pm. The board exited executive session at 8:25 pm.

Company Updates: None

Board Member Comments: None

Future Agenda Items: Confirm Tim Bradshaw to discuss planning options, new Board Member, and an update on Stratton and Okemo.

Motion #7: Joel motioned to adjourn, Matt seconded, and the motion passed 4-0.

Adjourn: Adjourned 8:30 pm.