

Minutes of the  
Southeast Vermont Transit Board of Directors Meeting  
**August 7, 2017 5:00 PM**  
706 Rockingham Road, Rockingham, Vermont  
45 Mill Street, Wilmington, Vermont  
Via Video Conference

**Board Members Present:** Tom Marsh, Chip Stearns, Jon Meeks, Marco Tallini, Wendy Harrison by phone, Matt Mann joined 5:16 pm

**Staff Present:** Randall Schoonmaker, Leona Linney, Rebecca Gagnon, Christine Fayette, Jan Terk

**Convene:** 5:12 pm

**Public input:** No Public Present

**Amend Agenda** (vote to add items not on the agenda) Randy asked to add approval of the HRA paperwork and sign the paperwork under New Business, Tom so moved, Marco seconded, and the motion passed 6-0.

**Approve previous minutes of July 13, 2017:** Tom motioned to approve the minutes, Chip seconded, Wendy requested a change to the minutes, Under New Business, Motion 4, it should be modified to add the names of the nay's. Tom motioned with modification to adjust the names of those voted in descent (Wendy and Matt), minutes approved 6-0.

### **Old Business**

**Current Construction Project:** We will sign the fuel station contract this week which is for \$284,000. The kick off meeting is Thursday at 2 pm. We received the waste water permit yesterday and asked Act 250 if we can build the fuel station, but not use it, pending receipt of the storm water permit as there is no problem with the permit, but it has only been administratively delayed. Tom asked when the project will begin. Randy explained almost immediately, they have 90 days to complete, and they feel they will well within that period. Wendy asked if it was below budget, Randy explained it was over budget, but we will build the fuel station and then look at the rest of the project to see what was needed for funding. The same company that built the MOOver building will be doing the fuel station.

**Medicaid** Randy explained the recent Medicaid letter is producing some concern. VPTA had a phone meeting last Friday, and is having an emergency meeting Thursday. We are getting opinions from our lobbyist and attorney to see if there is any legislative or legal option. The plan is to write DVHA a letter asking for some second consideration. Randy told the VPTA members that SEVT was prepared to drop out of the Medicaid contract because we were losing money. Another operator has indicated they may consider it as well. There is a 60-day exit notice, but the idea is to give DVHA another chance. Chip asked if the organization which signed the contract goes into debt borrowing so they extend over the \$10,000 threshold qualifies to renegotiate because the organization has lost the \$10,000 instead of the players. The answer is no because it is stated that we are subcontractors and we are not party to the contract except by reference. The question remains if SEVT withdraws will DVHA cancel the whole state contract and go out to bid again. Matt asked if other providers would take over our territory. Randy replied not as of last Friday.

**Route Improvement Plan - delay implementation:** Randy said in lieu of the foregoing conversation we didn't think it was prudent to publish the new brochure with all the new improvements we are going to make in the upper valley territory. We are seeking Board approval to postpone the printing of the brochure and delay implementation. Chip asked how long would it take to implement the plan. Randy replied that we want to give 30 days' notice to riders plus 45 days to print and distribute the brochure. Jon asked if the brochures are printed, which they are not but they are ready to be. Wendy requested to see the brochures so Randy will send them to the Board. Marco motioned to delay printing brochures and implementing the route changes pending Medicaid discussion, Jon seconded, and the motion passed 6-0.

Tim Bradshaw from VTrans joined the meeting by video conference at 5:37 pm.

**Brattleboro Route Study:** Randy updated the Brattleboro outreach plan. The first round of public input is about half done and we have collected 40 rider surveys, 10 more online, 12-15 non-rider surveys, and almost all the employer surveys. Randy and Bec met with the Town Manager, Chamber of Commerce, and SIT. Rebecca will be on Brattleboro Community Television this week. We extended the general public survey until August 18<sup>th</sup>. We have received great input, interviewed six drivers, and the first public meeting is scheduled for Aug 24 at 1 pm and again at 5:30 pm. The consultant will then draft a plan that will be circulated for a second round of public input. There have been articles in the *Brattleboro Reformer* and on WTSA. The chamber and the Downtown Business Alliance have sent the employer surveys to all of their members. Matt asked if the surveys are online or a hand out, and Randy replied that both are available. Matt asked if there were any trends? Randy replied that so far, early in the process, that it depends on who you talk to. The Town surprised us by stating that Putney Road was the focus for future growth and pedestrian safety. We had a good talk with SIT and we will revamp the schedule there. The bus might stop going to Guilford Country Store. There has been resistance to transfers. We might get rid of the White Line concept and add those hours to either the Red Line or Blue Line to cover the White Line stops. Wendy mentioned that the town is also doing a parking survey so the consultant might reach out to us so that we can provide input. Rebecca was very vocal about letting the town know about downtown bus parking

**Updated FY18 budget:** Since the staff did not have FY16 actuals and final FY17 numbers for the last meeting, those numbers were presented. They reflected changes in the VTrans grant awards from our May grant budget, and changes were made in expenses to maintain the same surplus as the grant budget that the Board already approved. The budget will probably change in 30 to 45 days if Medicaid changes.

## **New Business**

The company has an HRA plan that requires board approval and signature, and it is 29 pages. Since it is an annual renewal with no significant changes and almost all boilerplate, the Board was comfortable approving it. Wendy asked that a plan summary be placed in Directorpoint which will be done. Matt motioned to approve the most updated HRA plan and give authorization for Tom to sign it, Chip seconded, and the motion passed 6-0.

## **Executive Session**

Tom motioned for the Board to move into Executive Session to discuss a contract inviting all present including Tim Bradshaw. Matt seconded, and the motion passed 6-0. The Board adjourned from Executive Session at 6:30 pm

## **Company Updates**

Randy announced that this was Jan's final Board meeting, and the Board unanimously gave her thanks and wished her good luck. We will celebrate in more detail at Jan's Going Away Party on September 10<sup>th</sup>.

## **Future Agenda Items**

The focus will be on Medicaid.

**Jon motioned to adjourn, Marco seconded, all approved at 6:35 pm.**