

Minutes of the Regular meeting
Southeast Vermont Transit Board of Directors
Monday, December 4, 2017
706 Rockingham Road, Rockingham, Vermont
45 Mill Street, Wilmington, Vermont
Via Video Conference

Board Members Present: Tom Marsh, Chip Stearns, Jonathan Meeks, Matt Mann, Travis Wendell, Marco Tallini, Ethne Eldred entered at 5:20 pm, Commenced **5:11 pm**

Guests: Tim Bradshaw, VTrans

Members of Public: None present

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

Public Input: None

Amend Agenda: No amendment made

Approve minutes: Motion 1: Chip Stearns motioned to approve the November 6, 2017 minutes. Marco Tallini seconded. Motion passed 6-0.

Old Business

Ridership: Randy updated that ridership is even with a year ago. Our winter routes at the MOOver are just beginning. We are using more volunteers on E & D. Matt asked if we check hardship drivers to ensure they are insured and registered? Leona said we do not have to because they drive themselves. Chip said there was a potential of increased ridership from Mount Snow due to the new snowmaking capacity and excitement around the improvements at the mountain.

Financials: Randy walked through the financials. Leona explained accounts receivable. Randy walked through the A/P schedule. The Capital Plan was reviewed again, and it was approved much larger than what it is today. The state could not supply their portion of the match, so we had to trim the spending. We have one carryover bus from last year due to arrive for each division. Tom asked if it will make next year worse. Randy said we will have some surges to catch up with buses over the next couple of years. It is no one's fault, but we will get back on track. The company is running a small deficit.

Fuel Station: Randy showed pictures of the station. The job was shut down by the state on Friday, due to combustible material in the roof over the station. We have since talked to the division of fire safety and they have approved us to continue based on the design from the architect.

Status of Earmark: Due to phasing the project at the Current the costs increased. We will be short of the local match of \$61,000 for the fuel station to be finished. We can ask VTrans for more money, take it out of our savings account or finance it. Randy recommends we take it from our savings account. We have \$536,000 left of the earmark but we need a 20% local match to draw it down. Tim said the earmark can be extended.

Motion 2: Chip motioned \$61,062 come out of the savings account for our local share on the building engineering, canopy and fuel system, Travis seconded motion, Matt asked if the FTA will

ask for the earmark money back? Tim said we can file for an extension although it is set to expire 12/2018. Motion passed 7-0.

Medicaid: Randy said there is not much to report, we are waiting to hear from MVRTD and GMCN on the transition. Matt asked what that means. Chip said they are collecting information, and are working on an answer but have not given us the answer on the transition.

New Business: None

Executive Session: Motion 3: Chip Stearns motioned to move into executive session for contract matters at 5:48 pm, and invited present board members, Tim Bradshaw, and staff. Ethne seconded. Motion passed 7-0. Adjourned executive session at 6:47 pm.

Company Updates: Christine finished Series II of the NTI Procurement Series classes in Manhattan. It was a great class, she learned a lot, and networked with many other agencies.

Board member comments: Chip asked about terms for board members and which terms are up for reelection. Tom can not be president again based on our bylaws. Thoughts of officers can be brought to the next meeting. Randy thanked Tim for a long day and for being supportive.

Future Agenda Items: None

Adjourn: Motion 4: John Meeks motioned to adjourn. Ethne Eldred seconded. Motion passed 7-0. Adjourned at 6:55 pm.