

Southeast Vermont Transit Board of Directors Meeting Minutes
Monday, June 5, 2017, 5:00 pm
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, Wendy Harrison, Marco Tallini.

Members of Public: Joel Bluming; Jamaica Selectboard and Transportation Committee Commissioner, Rebecca Ohm, both residents of Jamaica

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

Public Input: Joel explained that he would like to see more transportation between Brattleboro and Jamaica, and possibly in the future into Manchester, looking to help the economic stimulus to help with jobs. Joel is here as a citizen and not representing the town. Randy explained the Route 30 study that was conducted and the funding process. Tom asked about the demand, and Joel explained his first concern was for workers and riders from other towns to commute. It was noted Jamaica is a contributor. Randy explained at this point it is waiting for funding.

Amend Agenda: Motion 1: Chip Stearns motioned to amend the agenda and move executive session to the next item on the agenda. Matt Mann seconded. Motion passed 7-0. Public excused.

Executive Session: Motion 2: Chip Stearns motioned to move into executive session for contract matters at 5:19 pm, and invited present board members and staff. Travis Wendell seconded. Motion passed 7-0. Adjourned executive session at 6:12 pm.

Approve minutes: Motion 3: Tom Marsh motioned to approve the May 10, 2017 minutes. Chip Stearns seconded. Motion passed 7-0.

Old Business

Current Construction Project: The pre-bid meeting for fuel station occurred today at the Current. Three companies were present and seven-eight have asked for drawings and project manual. The project calendar was discussed, noting that bids will be opened on June 23rd. All Seasons, Wright Construction, and Bazin Brothers were present. We are hoping to get this part of the project completed by mid-October.

Brattleboro Route Study: Update meeting is scheduled for Friday June 9, 2017. An intern working with Windham Regional Commission is helping with the data collection process. More surveys will be completed this week for the consultant to ramp up the process again. The next step is to interview the drivers, and then do a public outreach campaign which will be sent to the Board for input. Outreach will include high schools, colleges, businesses, town government, the general public, and our partners. There will be two public meetings. Wendy suggested that we try to group a meeting with other organizations that are meeting regarding transportation in Brattleboro. **Motion 4:** Chip Stearns motioned to authorize Wendy Harrison to gather any and all information from transportation organizations and provide to Randy that she sees fit to do. Travis Wendell seconded. Motion passed 7-0

Title VI Program Approval: Motion 5: Chip Stearns motioned to adopt the SEVT Title VI Program dated May 2017 as presented. Travis Wendell seconded. Motion passed 6-0 with abstention from Marco Tallini as he was not present at the last meeting.

Finance Committee Report: Ridership was discussed, with Randy noting that the Springfield #1 route is 11% ahead of last year, an improvement from 39% behind before fares were removed. The Bellows Falls #2 route was 37% behind but is now 19% behind a year ago.. The Brattleboro-Bellows Falls route #53 is doing great; route #57 is in process of reconfiguring; and route #55 was down but has come back. The 70's routes are being looked at, and drivers will be interviewed in response to proposed changes. Demand response is about equal to a year ago. The MOOver #7 ridership is even with a year ago. Total company ridership is 11% ahead of year ago, with a total 513,000 rides YTD and we hope to be close to 600k rides for the year. Chip stated there is no concern with the balance sheet. A/P and A/R were reviewed. It was noted that MOOver expenses YTD reflect increased health insurance costs and higher professional fees. Diesel fuel and facility costs are also higher than budgeted. The Current's income and expenses were reviewed, and Randy noted that Medicaid revenue is \$59,000 ahead of budget and fares are down because of elimination of fares on several routes. Driver and maintenance wages are over budget, and driver wage overtime will be addressed. SEVT is currently \$37,892 behind budget.

New Business: None

Company Updates: Jan reported on the Strolling of the Heifers participation by the MOOver. One bus was in the parade, joined by a second bus to provide shuttle service. Approximately 400 rides were provided in this first year of participation. Rebecca will be in Detroit next week at the CTAA Expo for recertification as a Transit Manager. Christine reported that she was successful in obtaining her CDL permit on May 16th, skills test is on June 21st.

Board member comments: None

Future Agenda Items: Items will include fleet information for the Current and update on Fuel Station at the Current. Randy will doodle poll the Board for the next meeting date, trying for the week after July 3rd.

Adjourn: Motion 6: Jonathan Meeks motioned to adjourn. Marco Tallini seconded. Motion passed 7-0. Adjourned at 7:10 pm.