

Southeast Vermont Transit Board of Directors
Via Video
June 8, 2022 5:00 pm Meeting Minutes

Chip Stearns called the meeting to order at 5:13 pm. Those in attendance and constituting a quorum were as follows

Board Members:

Willis “Chip” Stearns II, President
Randy Capitani
Joel Bluming
Seth Boyd
Chris Company

Members of the Public: None Present

Staff Present:

Keith Johnson, Finance Manager, SEVT
Christine Howe, General Manager, SEVT
Randy Schoonmaker, SEVT

Invited Guests:

Tim Bradshaw, VTrans

Public Input: None

Review May 11 Meeting Minutes: No edits

Amendments of the Agenda: None

Initial Grant Award: The previous grant year and awards were shown side by side with the initial awards for FY23. There is a column for mid-year adjustments and awards and VTrans has indicated that mid-year there will be another check in to see how funds are trending. Discussion ensued regarding the individual award amounts. Chip explained that there are more detailed Grant Numbers and more detail on the next page. Tim noted that the mid-year funds will be most likely at the traditional level of formula funding, i.e. 50/50 for operations versus the one hundred percent funding it has been. The grant sheet issued by VTrans was explained by Keith. The capital grant awards were discussed. Chip and Keith explained the totals on the last page of the grant agreement including the total funding and SEVT local share.

Review CMAQ, Microtransit Grants and Initial Awards: Christine emailed the applications for the CMAQ Route 30 and two microtransit projects, one in Springfield and one in Windsor. SEVT was granted the Windsor micro transit project, but not the Springfield. Note, however Springfield already has fixed route service. The Route 30 CMAQ application was not granted. Tim explained that the timing for Route 30 was not right this year, and with all that is going on with SEVT. Tim said there would be considerations for FY24, and there will be looking closely around the state to see if there will be funding available from underperforming routes not being funded. Tim noted the proposal was well thought out, SEVT crunched the numbers, and it was still a little high but all workable. Chip reiterates that usually Randy S would have put those applications in and Christine and Keith did that in his absence and Tim has worked diligently with them to accomplish. Christine and Chip thanked Tim for the help. Randy C asked if the Route 30 is reapplied for next year, would SEVT be able to use that data next year again. Tim explained that the data can be used. Chris observed that he worries about the loss of trust from the community since we have tried multiple

times and it has not been funded yet. Chris feels that we just need to be prepared with an answer, and noted he wants to keep the pressure up to get service to that corridor. He does appreciate all the work completed thus far.

The executive summary regarding financials and ridership was presented.

Approval to work with VTrans on Scope for Consultant: Motion #1 Chip motioned the SEVT Board of Directors will accept whatever scope of work is necessary as determined by VTrans acceptance of the RFP. Chris Company second the motion. **Motion passed 5-0 unanimously**

Executive Session- Personnel and Attorney Client Communications: Joel motioned to go into executive session, Chris seconded, entered at 5:47 and exited at 6:09 pm.

Motion #2: Randy C motioned to accept the letter as drafted for the response to VTrans upon approval and review of SEVT counsel Bob Fisher. Chris seconded. **Motion passed 5-0 unanimously.**

Motion #3 Chip motioned to authorize the SEVT payroll clerk to administer a gross bonus pay to Christine and Keith in the amount of seven thousand five hundred dollars each at the next available payroll as a one-time bonus for services provided in the absence of the CEO. Seth seconded. **Motion passed 5-0.**

Chip updated the board that Randy S has signed his contract and solidified his position for the new contract.

Joel expressed disappointment regarding the Route 30 not being funded.

Motion to adjourn by Joel seconded by Seth. Meeting adjourned 6:15 pm.