

Seth Boyd called the meeting to order at 10:06 am. Those in attendance and constituting a quorum were as follows:

**Board Members:**

Randy Capitani  
Seth Boyd  
Sue Fillion  
Jason Rasmussen  
Dan Thoemke  
Chris Company

**Members of the Public:** Senator Wendy Harrison arrived 10:22

**Staff Present:**

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

**Invited Guests:**

Jeremy Whiting, VTrans  
Ross Macdonald, VTrans

**Public Input:** Senator Harrison discussed the public meeting that took place regarding the cut of the Brattleboro evening Microtransit service and encouraged the Board to watch the video. She said she would advocate to the town of Brattleboro for the additional \$24,000 that the human service fund did not grant SEVT if that would help fund the continuation of the microtransit service. It was agreed that if the motion from the floor for the \$24,000 was announced at the Brattleboro meeting it generally does get approved. Randy S explained that amount of money would only allow for one more month of service. Randy S. pursued other grants to try to find more funding to keep the route running but was unsuccessful. The cost of the route would be roughly \$200,000 for a year of service. Ross explained that money would have to come from CMAQ funding, and the state is already short CMAQ funding, the money just is not there for this route. It was noted that this microtransit route is the highest cost per ride in the state, which makes it harder to fund. Wendy said it seems frustrating and unproductive to have a meeting if the outcome does not change. Ross said the hope would be the meeting might bring another funding opportunity to light. Randy S. explained SEVT fulfilled the obligation of the meeting, which is the policy approved by the Board. Wendy thinks the process could be improved upon. Seth noted the Board feels the frustration.

**Amendments to the Agenda:** None

**Minutes of April 8, 2025, meeting:** Accepted with no changes

**Board Vote:** Keith stated again that this is a cash flow issue and not the profit and loss of the company, The profitability is fine but due to the fourth quarter grants being reimbursement and not upfront payments it causes more of a cash flow concern. Keith worked on an option A, B and C including a request for a partial fourth quarter pre-payment from grant funding. Keith will work with vendors to extend the terms of payment for cash flow as well. It was noted that KeyBank was optimistic that the extension on the line of credit would be approved. **Motion 1: Chris Campany motioned to authorize Randy Schoonmaker to apply for a line of credit increase with**

**KeyBank to \$1,300,000, Jason second.** Seth asked Ross for his input. Ross noted that SEVT does not have 4-6 weeks of operation monies in the bank. Ross hopes SEVT can continue to build up reserves to someday accomplish that goal. Ross noted that the signed grant would be moved along as quickly as possible to help get the prepayments to SEVT. Seth thanked Ross in advance for trying to move the payments through the processes at the state level as quickly as possible. Keith explained that the increase on the line is for emergency use only and it is his job to manage the cash. Seth thanked Keith for the forecasting. Ross noted that for FY26 SEVT should ask for fourth quarter prepayments. Ross also said SEVT can ask for a percentage of the fourth quarter prepayments this year for VTrans to consider. Keith thanked Ross for the gesture. Keith will continue to monitor the cash flow and report to the board. **Motion passed 6-0**

**Executive Session: Motion 2: Jason motioned to enter into an executive session to discuss employee and contractual matters to include Randy, Keith, Christine, Ross, and Jeremy, seconded by Randy C. Entered at 10:40am exited 11:25am.**

**Other Business:** Jason said that after the Brattleboro Microtransit situation, as a Board we need to think about starting a route without having sustainable funding in place. Chris agreed and said to be very forward about it being a pilot program that can go away. Randy S. reviewed how the route changes were announced and should that policy be reviewed as well. Randy S. also said that if a route is started as a pilot be very clear about funding. It would be good to have support from VTrans for the funding after the pilot ends.

**Motion to adjourn by Chris Campany, Randy C seconded. Adjourned at 11:32am**