

Minutes of the Regular meeting  
Southeast Vermont Transit Board of Directors  
Monday, January 8, 2018  
706 Rockingham Road, Rockingham, Vermont  
45 Mill Street, Wilmington, Vermont  
Via Video Conference

**Board Members Present:** Tom Marsh, Chip Stearns, Jonathan Meeks via GoTo Meeting, Travis Wendell, Wendy Harrison, Eithne Eldred entered at 5:14 pm, Convened at **5:08 pm**

**Guests:** Tim Bradshaw, VTrans, via GoTo Meeting

**Members of Public:** George Keeler and Lynn Boyle from the Warming Shelter, Katharine Otto from SWCRC via phone

**Staff Present:** Randy Schoonmaker, Leona Linney, Christine Fayette

**Public Input:** A letter from George, representing The Warming Shelter was read prior to allowing George to speak. George thanked Randy to make accommodations for riders of the Warming Shelter. George asked if the stop in the evening would continue and be moved to the Church instead of the post office? Randy answered that the late run bus will stop on February 3, but there will be a volunteer available with funding from VTrans Monday-Friday and produce the service until April 15, when the Warming Shelter closes in the spring. We have completed a year of studies and printed brochures which precludes any other of George's suggested route changes, but we will plug gaps and be flexible for causes like these. Randy will check to see if the bus can stop at the church. George confirmed Kathy Mason is the best contact to let know if the evening stop is moved.

**Amend Agenda:** No amendment made

**Approve minutes: Motion 1:** Chip Stearns motioned to approve the December 4, 2017 minutes. Wendy Harrison seconded. Motion passed 6-0.

### **Old Business**

**Ridership:** Randy updated that ridership did not have the updated volunteer ridership due to Rebecca's absence for a family situation. The Current is up 9% based on a year ago, the MOOver is 5% ahead of a year ago, but the ice-cold weather has tempered winter routes ridership. Wendy asked why the 53 had a big increase last year. Randy explained we had a one-year surge last year. Katharine Otto asked why the Dartmouth routes show lower ridership. There are minor factors including cold buses, a few breakdowns, and relatively cheap gas. We are changing the schedule on two of those routes to try to increase the routes ridership.

**Financials:** Randy walked through the financials. Chip asked about cash flow. Leona said we have the third quarter payment from VTrans, and resort money begins to come in now easing cash flow for several months. Chip asked if the LOC will be at zero on June 30. Probably not, although this should be the last year that that happens. The Current is about \$69,000 behind budget, mostly due to Medicaid revenue. The MOOver is showing a surplus YTD. SEVT is showing a loss of \$27,000 YTD budget vs actual.

**Fuel Station:** Randy walked the board through the fuel station budget.

**Status of Earmark:** We will have approximately \$536,000 left of the earmark unspent when the fuel station is completed. We expected this and were going to add the \$1.5 million loan and additional federal funds from VTrans to complete the building addition. That is now on hold and VTrans will offer insight on earmark balance spending. Tim asked if the change orders and justifications were clearly documented, as the FTA emphasizes these as a review item. The FTA is interested in looking at construction projects, and the MOOver project will be reviewed. Chip asked if the original earmark required a building project. Tim said yes, but the fuel station meets part of that requirement.

**Medicaid:** Randy needs board approval to sell the vehicles to GMCN for the transition of Medicaid service. There is a conference call Tuesday regarding the transition. Tim asked if Shamika should be on the call for RouteMatch questions. Randy said there will be few RouteMatch questions, so that should not be necessary. Jim Ware only needs seven tablets, but we are offering the 17 tablets, if he wants them he can have them. Asset transfers will occur, but these vehicles are fully depreciated with all components within the buses.

**Motion 2:** Ethne motioned the SEVT Board of Directors resolves to authorize the SEVT CEO to sell vehicles 591, 592, 435, 412, 411, and 409 to Green Mountain Community Network for \$5000 total, and also authorize the SEVT CEO to sell vehicle 846 to Marble Valley Regional Transit District for \$936. John Meeks seconded. Motion passed 6-0.

**New Business:** There is a draft of the Annual Report within this board packet. Please look at the draft and send Randy comments to finalize for the Annual Meeting on Feb 5, 2018.

**Executive Session: Motion 3:** Chip Stearns motioned to move into executive session for contract matters at 6:07 pm, and invited present board members, Tim Bradshaw, and staff. Tim Bradshaw declined to stay for executive session. Eithne seconded. Motion passed 6-0. Adjourned executive session at 6:27 pm.

**Company Updates:** Gas buses were put in place in Brattleboro over the weekend, and at the MOOver we put a cold weather plan in place last weekend. Christine thanked Dave and Charlie for the extra time given to support the drivers. Okemo wants to talk to the Current about shuttle service, which offers a great opportunity.

**Board member comments:** None

**Future Agenda Items:** None

**Adjourn: Motion 4:** Eithne Eldred motioned to adjourn. Travis Wendell seconded. Motion passed 6-0. Adjourned at 6:35 pm.