

Minutes of the Regular Meeting  
Southeast Vermont Transit Board of Directors  
October 18, 2018  
Wilmington Vermont

President Chip Stearns called the meeting to order at 4:45 pm. Those in attendance and constituting a quorum were as follows:

**Board Members Present:** Chip Stearns, Joel Bluming, Matt Mann, Wendy Harrison (via voice), Jon Meeks

Chip motioned to go into executive session to discuss a staff issue and invite Randy Schoonmaker to be present. Jon Meeks seconded, all approved. The executive session ended at 5:21 pm.

At 5:30 pm guests and staff in attendance were:

**Guests:** Tim Bradshaw, VTrans

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

**Public Input:** None

**Previous Minutes:** Matt asked about the E & D summary, and asked if the last sentence was the Board or the Randy talking? It was noted that SEVT will no longer run a deficit. Discussion ensued surrounding E & D.

Chip asked if we found a rider to follow for the PR pieces on the Current. Rebecca said she has not found one yet.

**Amend Agenda:** Finance update to be added after Ridership

**Old Business:**

**Ridership:** Randy updated the Board on ridership. The Current is off 3% from a year ago. We started new Brattleboro on Monday. Demand response is increasing volunteer and decreased van is what we want to see. The MOOver is off 11%.

SEVT overall is off 6% from last year's pace, most of which is fireworks. It is hoped that both divisions will make that up and the new Brattleboro routes. Chip asked if the Dover School bus was affecting our Brattleboro ridership. Christine explained that we are actually ahead of last year's ridership. There are a handful of student riders that started on the Dover School bus, that have since returned to riding the MOOver.

Chip asked if there was any feedback from the new Brattleboro routes? Rebecca said it is all positive so far. She and Ed were at the Transportation Center all day Monday and there was no negative feedback. Matt asked about the stop at the Amtrak station and Rebecca explained that it is a flag stop.

**Financials:** Randy explained that we are just about even with budget as a company overall. The MOOver is ahead of budget at about the same amount the Current is behind. However, we are going to be asking for additional capital for the repairs we are making to the Currents fleet and if realized that will help the Current's numbers. Randy will review the costs of the repairs to the Current fleet later in the meeting.

**Brattleboro Update:** As Rebecca stated all is going well so far. The drivers are very well versed, and the transfers are seamless. Chip asked if the mailing went out. Randy said that the mailings went out in mid-September to give riders enough time and notice for the change.

**Current Fleet Overview:** Randy explained we are experiencing a small fleet failure at the Current. Randy walked the Board and Tim through the spreadsheet to show, bus by bus, the condition and repairs needed for each bus. Tim asked if the \$47,000 costs were invoiced to VTrans against the Preventative Maintenance grant. SEVT has invoiced this to VTrans. Randy explained that there are other items in the capital request, including shop tools, waste oil furnace, Brattleboro operation funding for revenue hours, five new or used buses, and repairs totaling \$156,000 without the new or used buses. Tim confirmed that the maintenance costs would be 80/20 funding, and the extra Brattleboro funding would be 50/50. Randy would like the Board and VTrans to consider additional capital in the request for a snow scraper for the MOOver.

**Motion 1:** Jonathon Meeks motioned to approve \$186,000 in additional capital, excluding additional rolling stock and to authorize Randy to request that from VTrans as part of our Capital Plan. Joel Bluming seconded. Motion passed 5-0

**Earmark Update:** Randy explained that at our last meeting we approved the use of funds for a bus wash at the Current, and also to add a driver's room. Since that time, VTrans has made it clear that they will not support the bus wash. The scope of the earmark ties VTrans hands and makes only a building expansion, approvable. Tim explained that VTrans understands that SEVT is tight with funding for the local match and they will consider additional funding for the local match. Tim confirmed that this project is in the state capital plan for FY20 or FY21. Tim also confirmed that the state would consider 100% funding to finish the earmark. Chip clarified it would be the balance of the unused earmark and additional state and federal dollars to cover the local share.

**Motion 2:** Chip motioned that we work with VTrans for no local cost to SEVT for Option 2, the building addition. Joel seconded. Discussion ensued. Chip rescinded his motion, and Joel rescinded his second. This is to be an agenda item for November meeting.

**Fundraising Update:** Randy explained Five Maples mailing house was consulted, and they feel strongly that we send out a letter this year, track the success, and build for the future. Randy explained that Christine, Rebecca and Leona have all worked on components for the campaign. Randy thinks we will have to spend approx. \$10,000 but is more optimistic about the return than before. The letters should go out in November.

**E & D Update:** Randy discussed that the E & D partners have not signed contracts due to their request to see coordination in shared rides with Marble Valley and GMCN. Discussion ensued regarding costs and concerns about the grant for E & D. Chip explained there will be another

update at the next Board meeting, unless something needs to be addressed prior and then we will meet as needed.

**Succession Plan Presentation:** Chip asked the board to move this presentation until as many Board members were available as possible. The Board agreed.

**New Business:** None

**Company Updates:** None

**Board Member Comments:** Joel Bluming updated the Board on the Route 30 study.

**Future Agenda Items:** Succession plan, NEMT, Earmark for Option 2, Update on Current Fleet Status, Stratton Update, and Okemo Update

**Motion 3:** Jon Meeks motioned to adjourn, Joel seconded. Motion passed 5-0.

**Adjourn:** Adjourned 7:54 pm