

Minutes of the February 21, 2019  
Southeast Vermont Transit Board of Directors Meeting  
45 Mill Street, Wilmington, Vermont  
706 Rockingham Rd, Rockingham, Vermont

President Chip Stearns called the meeting to order at 6:04 pm. Those in attendance and constituting a quorum were as follows:

**Board Members:** Chip Stearns, Jonathan Meeks, Joel Bluming, Wendy Harrison, Scott Tucker and Matt Mann.

**Invited Guest:** None

**Members of the Public:** None

**Staff Present:** Leona Linney, Randy Schoonmaker Rebecca Gagnon and Christine Fayette (entered at 6:25 pm)

**Public Input:** None

**Review of January Minutes:** Complete

**Amend Agenda:** Randy requested that we amend the agenda to include an MVP Plan Resolution needing Board signatures. This will be added under New Business. All agreed.

**Old Business:** None

**Ridership:** Randy reviewed ridership. The fixed route ridership for the Current is even with a year ago. Okemo is bouncing back. The 57 is up from a year ago. We will be doing fewer demand response rides since we gave some adult day rides to Marble Valley and GMCN in December and January. Chip reiterated that the rides are being recorded by the other two companies. Wendy suggested we were not, now, getting the revenue for those rides. Randy corrected that we are still getting the revenue, but we are not getting credit for the rides. We are trying to become more efficient by having some of our clients ride on Medicaid vans, and we signed a three-month MOU which expires on March 31. Our MOU has SEVT paying Marble Valley only for those rides. GMCN is being paid by VTrans directly. The MOOver winter routes are up 19%, regular routes are down 4%. The regular Moover route has pulled about even with a year ago, gaining from the loss of rides from July 4<sup>th</sup>. Overall Moover is up 8% from a year ago. The Company is up 4%. Wendy asked how the ski season has gone. Randy explained it is good, and that we've seen better and have seen worse. Jon Meeks asked if the State will continue to fund the Readsboro route, as there has been a dip in ridership there. The state will continue to fund it, since it is still well within performance standards.

**Financials** Randy reviewed the financial report. Leona is trying to collect money from the IRS for fuel tax refunds from previous fiscal years. SEVT should receive about \$86,000 in vehicle repair from the Current fleet repairs from VTrans at some point. We will take the funding and place an equivalent amount in the savings account to put toward new bus purchases. We will also be eligible for at least \$50,000 in additional E & D funds if we need it. The MOOver is showing a \$24,000 surplus, the Current is \$10,000 behind, so the company is showing a \$14,000 surplus. We are borrowing less, fuel prices are lower, and the company is saving money because the state will be picking up our AVL operating costs. Wendy would like us to do marketing for the rollout of the AVL since the state is not doing a marketing campaign to promote it. Randy explained we will, but it is not live yet. Chip explained that the price per gallon for gas at the Current is \$1.55, much lower than going to the pump, making the fuel station a positive investment.

**Current Addition Update:** Randy presented the numbers for the Current addition. Based on the numbers presented, and if Steve Horton's numbers are good, we would need an additional \$165,821 in federal money and \$137,270 in state match money. We placed these figures in the mid-year adjustment request. Randy reviewed Tim Bradshaw's email. We have been given permission to change the permit from a four bay to one bay addition. We

have been given permission to use the earmark funds for permitting and bidding the adjusted project. We feel we could bid this out and have funding ready to go this fiscal year.

**Motion 1:** Scott offered a motion to authorize Randy to update the permits so we may go to bid for a design build bid spec, using Steve Horton. Matt seconded. Wendy abstained from voting due to her position in the town of Rockingham. Motion Passed.

**Okemo Meeting Update:** Randy and Rebecca met with John Neal who is Director of Facilities at Okemo. To refresh memories, they shuttle for employees, shuttle from Ludlow to the resort for guests, shuttle from Ludlow to the resort for staff, between base lodges, and parking lot shuttles. They own their own equipment. We talked philosophically to take possible blend some of the staff and guest shuttles into a fixed route. John was supportive of the vision, we will talk again in May.

**Stratton Meeting Update:** Randy is going to try to connect with Stratton on Monday, to see if they are available to come here to visit our facility and operations. We will also visit their facility and operations. We want to get through this week, however, since it is the last big holiday week. Randy did meet with Barb and Tim at VTTrans to make sure what we wanted to do with Stratton met their approval. Barb wants to see a rough plan and any routes Stratton pays for that goes to Manchester be open to the public. We will need more buses, and we are working on a capital procurement and budget for this expansion. Chip reiterated this bus would be Stratton to Manchester, paid for by Stratton, run by SEVT and connect to the Greyhound and Vermont Translines system that also connects to Amtrak.

**New Business:** MVP HRA Plan Board Resolution is an annual requirement consisting of the plan document and a summary description. The plan document has the signature requirement. We added 213D expenses to be used on our debit card instead of having to be reimbursed. This is the wording change on the plan document. Chip read the signature page.

**Motion #2:** Scott moved to authorize Chip, as Board President, to sign the plan document. Jon Meeks seconded. Motion passed.

Relative to the same document. Chip read the resolution to be signed.

**Motion #3:** Scott motioned Chip to sign the Board resolution page (see document for complete wording) Jon Meeks seconded. Motion passed.

**Executive Session:** Tabled another month until more Board members are present.

**Company Updates:** None

**Board Member Comments:** Wendy requested ridership graphs every month. Randy noted he will produce ridership graphs every month moving forward. Jon hopes everyone is looking for a replacement for his Board seat. Scott commented that the board may want to look for diversity, for example another female. Randy explained it needs to be on the Deerfield Valley towns served side for replacing this Board opening. Randy will put an ad in the Deerfield Valley News, on Facebook and our website. Randy will ask Mount Snow if there is anyone that may fit.

**Future Agenda Items:** An executive session for discussion of CEO review. This will be done when all Board members are available. E&D update, Stratton and Okemo updates. There will be operating and capital grant budgets as a board, generally in April, needing board approval.

**Adjourn Motion #4:** Joel motioned to adjourn the meeting at 6:51pm, Jon seconded, motion approved.