

Minutes of the Southeast Vermont Transit Board of Directors Meeting
April 25, 2019
706 Rockingham Rd. Rockingham Vermont

President Chip Stearns called the meeting to order at 5:30 pm. Those in attendance and constituting a quorum were as follows:

Board Members: Chip Stearns, Travis Wendell, Joel Bluming, Wendy Harrison, Scott Tucker, and Matt Mann.

Members of the Public: None

Staff Present: Randy Schoonmaker, Rebecca Gagnon and Christine Fayette

Public Input: None

Review of March Minutes: No comments

Amend Agenda: Chip suggested amending the agenda due to time constraints. We will keep the grant capital budget and grant operating budget approval. Chip said the ridership/financial were clean, so we removed those from tonight's agenda. Stratton and Okemo update will be removed from tonight's agenda. E & D update has nothing new so remove that from agenda. State performance review should be moved off until Tim Bradshaw can be present to review the information with the board. New Business will remain on the agenda, as well the executive session for employment contract. The agenda should be amended to move Executive Session to first, and the approval of grant capital and operating budgets following, with New Starts if there is time left.

Motion 1 Wendy Harrison motioned to move Executive Session to first on agenda for a quorum to be maintained. Joel Bluming second the motion. Motion passed 6-0.

Executive Session: Motion 2 at 5:36 pm Wendy Harrison motioned to go into executive session to discuss employee contract, with only the board members invited to start. Joel seconded. Motion passed 6-0.

Reconvene regular meeting at 6:21pm.

Motion 3 Scott Tucker motioned to allow the Chip to negotiate the employment contract with the CEO, with the assistance of counsel. Matt seconded. Motioned passed 6-0.

Old Business: removed from agenda

FY20 Capital Grant Budget: The finance committee reviewed this and did not have concerns. Randy reviewed the Capital Grant Budget for the board. The Capital Grant Budget can be found in the board packet on Directorpoint. All the capital request in the grant is subject to VTrans approval. Randy explained how VTrans determines need for granted requests. The capital request is huge for SEVT, at \$1.2 million, with \$132,000 of local match which is the balance of the savings account. For future local match the idea is to just focus on fundraising, with Randy working to replace the money

from the savings account. Joel asked about the potential for the Current to get a new bus wash, and possibly financing the cost. Chip explained that we already carry a significant debt, and that contributes to our cost per ride.

Motion 4 Scott motioned to authorize Randy to present the Capital Grant Budget, with the removal of the Dispatch room conversion to VTrans. Joel seconded. Matt asked how the state awards the capital. It is awarded line by line; they do not give you a lump sum amount. Motion passed 6-0.

FY20 Grant Operating Budget: Chip prefers to review the budget with the total income, total expenditures and look at the column difference between FY19-FY20. The Current is showing an increase over last year of \$ 38,174 and the MOOver is down \$18,318, with a net of just under \$20,000 more in income. Randy discussed the swing in the income with E & D. Wendy asked and Randy agreed to have a written agreement to identify how far GMCN can go, which clients they can have, and they are not allowed to have any other clients. There is no fundraising income or expense in this budget, and anything we do for fundraising is extra. On the expense side there were questions on payroll. The admin wages are up for both divisions because we will have three months of training another finance manager and one month of vacation to pay out to Leona, therefore two finance managers at once, plus a 2% increase. The Current driver wages are lower because there will be less driving to the Gathering Place in Brattleboro. The MOOver driver wages are slightly higher because there is a winter lead driver for the drop zone budgeted. Christine will still be the ops manager but will not be at the mountain every weekend. This will allow her to do her admin work more efficiently. Scott asked why we are giving 2%, and not looking at COL increase, or using current CPI. Is there a way to reach a 2.5 to 3% increase, closer to the CPI? Randy and the general managers agree that the benefit package for full-time year-round employees is very generous and helps with only a 2% increase. Scott asked if we have salary information from statewide transit providers. Randy said although we send the roster to the state, we do not get that information back. Our non-union driver wages are above average by talking with other providers. We do not know where we stand on admin. Getting back to the budget, the laborer wages will be lower as much of the vinyling of the buses will be capitalized, and not expensed. Bus parts will be less for the Current, with the engine repairs and good mechanics we are on better track. The Current operating surplus after removing interest and principal, is budgeting a higher surplus than the MOOver for the first time. The capital match is coming from our savings. One note that our local match is only 18% in the performance report from VTrans. It should be 20%. The MOOver division runs 25% local match, the Current runs 13%. The MOOver has Mount Snow to help, but the Current has an economically challenged area without many opportunities for significant local match partners. Therefore, we are hoping for Stratton and Okemo to add to that match revenue.

Matt Mann left the meeting at 7:00pm

Motion 5 Wendy motioned to authorize Randy to present the Operating Grant Budget to VTrans. Scott seconded. Passed 5-0.

Wendy left the meeting at 7:20 pm, causing the meeting to end due to no longer having a quorum.

Chip will be in touch with Wendy regarding the May Board location as it will be in Brattleboro.