

Draft Minutes of the Regular Meeting
Southeast Vermont Transit Board of Directors
December 11, 2019
45 Mill Street, Wilmington, Vermont
706 Rockingham Road, Rockingham, Vermont

President Chip Stearns called the meeting to order at 5:02 pm. Those in attendance and constituting a quorum were as follows:

Board Members: Chip Stearns, Joel Blumming, Scott Tucker, Wendy Harrison, and Randy Capitani

Invited Guest: None

Members of the Public: None

Staff Present: Randy Schoonmaker, Rebecca Gagnon, Christine Howe and Keith Johnson

Public Input: None

Review of Minutes: Reviewed with no comments.

Amend Agenda: Motion: None

Old Business:

Ridership: Randy reviewed the executive summary, stating that overall the company as a whole is even with last year. The Current continues to see an increase in fixed route ridership over a year ago, mainly due the Brattleboro service, with the demand response service lagging significantly since giving up the adult day contracts. Overall the Current service is down 1% from last year. The MOOver fixed routes are up 3% and the demand response is showing a positive gain of 12% over a year ago.

Rebecca stated the 53 route is lagging due to the loss of Medicaid clients riding each morning. That's an average decrease of thirty rides a day.

The MOOver's winter routes for thanksgiving week are off to a good start, trailing only slightly from our record year in 2017.

Financial Overview: The budget vs actual to date reports the company is \$48,113 ahead of last year. The fuel tax reimbursement from the IRS is still pending. Cash flow will increase in January once the resort payments flow in. We are utilizing the line of credit until the mid-year payments are received from VTrans. We will net that out to zero.

Partner Updates: Stratton has been put on the back burner until next year. However, Randy and Christine will approach Stratton, encouraging them to contract additional routes with the MOOver in addition to the Stratton to Manchester route. We will be signing a three-year agreement with Mount Snow soon, and Okemo has signed their purchase order. Rebecca will be meeting with Dartmouth College to review routes and touch base on how things are going.

Re-Branding: The first new bus will arrive in a week or so for the Current with the second bus to be delivered in the next two weeks. We hope to adhere temporary Current decals so we can put the bus into service. Once the holiday season is over the new busses will go back to the MOOver for a week to have the spots put on. All three route busses will be swapped out and eventually be spotted before the winter season ends. VTrans likes the idea but can not support the cost of re-branding at this year's mid-year adjustment. Randy updated the re-branding task list. Randy asked the board to vote on a decision to re-brand, changing the Current to the MOOver officially. **Motion 1;** Scott motioned to proceed with the re-branding as long the budget allows. Joel seconded. Randy explained that the majority of cost is already budgeted such as uniforms, new bus decaling, letter head, and volunteer magnets, etc. Additional cost would be large ticket items such as re-decaling existing busses and installing a new sign at the Current. Randy explained that VTrans agrees with the re-branding and feels they will support it financially in next year's grant request. The motion passed 5-0.

Set Date for Annual Meeting: The board will make a decision at the January 8th meeting.

New Business; Jamie will be attending the next board meeting and will be training the first week of January.

Company Updates: Randy displayed the new modules on the Transit App. The new modules are an option that VTrans is considering for all the transit providers. The modules are an in-depth tool used to verify timeliness and use as an assistant to create a more accurately timed route.

Board Member Comments: None

Future Agenda Items: Partner updates, re-branding and fundraising should be regular items on the agenda.

Executive Session: None

Adjourn: 6:30 pm