

Minutes of the Southeast Vermont Transit Board of Directors
January 8, 2020
45 Mill Street, Wilmington, Vermont
706 Rockingham Road, Rockingham, Vermont

President Chip Stearns called the meeting to order at 5:07 pm. Those in attendance and constituting a quorum were as follows:

Board Members: Chip Stearns, Joel Bluming, Scott Tucker, Matt Mann, Jamie Storrs, and Randy Capitani

Invited Guest: Tim Bradshaw

Members of the Public: None

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

Public Input: None

Jamie Storrs introduced himself as the newest Board Member, senior member of communications of former Peal Resorts, Vail Corp position TBD.

Review of Minutes: Matt asked about the rebranding costs based on the previous meeting minutes. Rebecca explained it is the additional Brattleboro buses that were not budgeted for originally. The motion was made that based on our current budget allowing, move forward with the other Brattleboro buses for the rebranding. Next FY we will apply for grant funds to complete the fleet rebrand.

Amend Agenda: Motion: Move the executive session to the beginning of the agenda to accommodate Tim. **Motion 1:** Joel motioned to enter Executive Session for a contract matter, present staff and Tim Bradshaw invited. Matt seconded. At 5:38 pm the executive session adjourned.

Old Business:

Ridership: Rebecca said the Current is trending ahead in fixed routes. The 53 lags because it had Medicaid riders that no longer utilize it. The 70 series gap is closing in and we will look at feasibility studies for that whole series. Fixed routes are up by 8%, and Okemo is seeing a bump due to their internationals in the Okemo area. Matt asked about the Chester 101. Rebecca explained that is a shopping trip and the increase is from word of mouth. Demand response will show a negative until next year because we are no longer providing adult days, and we cannot break those rides out from last year. That will be more apples to apples next year. Overall the Current is up 2%.

Randy explained that the use of on time performance from Swiftly is really helping us identify some timing issues with the 70's routes. The technology is allowing us to really dial in on some routes to improve.

Rebecca is going to meet with Dartmouth College, but the contact is still busy from the holiday season.

The MOOver's year-round fixed routes are up by 7%. The West Dover route is slightly lower due to Dover running their bus to Brattleboro, as we have discussed in the past. The Readsboro, Brattleboro and Bennington ridership are up. Readsboro seems to have more people living along the route as it is less expensive than living in Wilmington, and utilizing that route, which runs every day. The MOOver has seen a larger jump than usual, since there are so many more international workers this year and they live along that route. The winter routes have one less week than last year because of the Thanksgiving timing this year. Despite the rough weather over the holidays, we fared well. The largest deficit was the parking lots. Last year we had a great parking lot year from the beginning, but this year we only had one day with all lot shuttles running. Our COA is shopping and meals and that has an increase in ridership as well. Overall the MOOver is up 2%. Randy discussed the MOOver Christmas Week ridership, and the West Dover-Wilmington route had a record week, and overall it was the 5th best of 24 holiday periods.

Matt is concerned that the overall SEVT change is only 2%. Discussion ensued regarding attracting new riders. The majority of the group thought we were doing well in terms of ridership.

Graphs were explained to Jamie regarding the Brattleboro lines.

Financial Overview: There was no previous Finance Committee Meeting this month. Capital revenue and expense will be eliminated from the financials in the future. Keith said that we should see the state and federal grant prepaids within five business days. Randy noted that we are reviewing the vehicle parts inventory. The line of credit balance is now \$548,000 as of the time of the meeting. Chip asked about the \$401,000 LOC balance on the balance sheet as of June 30, 2019 and how much of that is receivables as of June 30. Keith will investigate this for the next meeting. Revenue looks good, with our fundraising number ahead of what we budgeted. Health insurance is ahead as of now and will watch to see if that is a real savings due to fewer people in the plan. The budget vs actual to date reports the company is \$25,000 ahead of last year. These financials are through November allocation plus December unallocated.

Partner Updates: Nothing currently. The Route 30 feasibility study will be postponed until FY21.

Fundraising: We have sold sponsorships for GoVermont for the curbside of the seven Brattleboro buses, and the rear windows of 10 Mid Valley buses. The MOOver is sold out through the winter season. If the ski companies do not buy for next year at the MOOver, we will have local sponsors and will know in the spring. The wraps and ads installation are included in the cost. Planet Fitness is advertising and we pay income tax, whereas the sponsorships are nontaxable.

Re-Branding: Randy presented a P & L on the MOOver sponsorships. The new Current bus is in service with temporary logos and as time allows, we will bring the Brattleboro buses to Wilmington and remove the logo and re-spot the buses, beginning with the three main Brattleboro buses and continuing with the spare Brattleboro buses. These buses are unbudgeted and would cost an additional \$11,250. Randy and Rebecca need to go to Brattleboro and Rockingham select board meetings, January 21, to let them know about the rebranding prior to completing the work. We will not ask for any additional funds from the towns for the rebranding. The larger costs to complete

the rebranding next FY would require grant funds of \$161,500. **Motion 2:** Randy C. motioned to spend the additional \$11,250 of unbudgeted funds to rebrand the remainder Brattleboro buses. Joel seconded; discussion included a question from Scott if any FY21 grant dollars could “pay back” the money spent in FY20. FY21 money cannot be used to “pay back” FY20. Motion passed 6-0.

Set Date for Annual Meeting: Motion 3: Scott motioned for the annual meeting to be held in Rockingham, 706 Rockingham Road, February 12, 2020 at 5:00 pm with the regular board meeting to follow. Joel seconded. Tim Bradshaw and Ross Macdonald will attend from VTrans. Motion passed 6-0.

New Business: None

Company Updates: None

Board Member Comments: Matt Mann complimented the parking lot shuttle driver from Dec. 23 at Mount Snow. Joel asked the previous Route 30 study be sent to him to review. Chip welcomed Jamie Storrs.

Future Agenda Items: Chip and Randy will work on Annual Meeting agenda.

Executive Session: None

Adjourn: Motion 4: Joel motioned to adjourn; Matt seconded adjourn at 6:38 pm