

Minutes of the July 19, 2017 Meeting of the Southeast Area Transit District Board of Directors

Board Members Present:	Fred Allyn III (Ledyard), Deberey Hinchey (Norwich), Ronald McDaniel (Montville), Rich Moravsik (Groton), Mark Nickerson (East Lyme), Kevin Skulczyck (Griswold), Rob Simmons (Stonington), Thomas Sparkman (Lisbon), Daniel Steward (Waterford)
SEAT Staff:	Michael Carroll (General Manager), Alfred Fritzsche (Finance Director), Ginger Morse (Administrative Assistant)
SCCOG:	Richard Guggenheim, Stephanie Molden
Other Attendees:	Kimberly Drelich (The Day), Jerry Pizunski (ATU Local 1209)

1. **Roll Call:** Called to order at 9:45 am by Chairman McDaniel; it was noted that a quorum was present.
2. **Minutes of the Previous Meeting:** Minutes of the June 21, 2017 SEAT Board meeting were distributed prior to the meeting. Motion to approve the report (Chairman McDaniel). Motion to approve (Simmons/Hinchey).
3. **Public Participation:** None
4. **Communications:** None
5. **Business Report:**
 - a) **Manager's Report:** The report had been distributed prior to the meeting. Mr. Carroll provided key points on Operations, Personal/Labor, Ridership, Safety, Financials and Procurement.

Mr. Carroll discussed meeting with Dennis Solensky, the new CDOT Public Transit and Ridesharing Administrator, replacing Michael Sanders. Mr. Carroll stated he has extended an invitation to Mr. Solensky to attend a future SEAT Board Meeting. Motion to approve Manager's Report (Sparkman/Hinchey); unanimous.
 - b) **Treasurer's Report:** The Treasurers report was distributed prior to the meeting. Mr. Simon's asked about the status of the reserve. Mr. Carroll stated SEAT has utilized

the reserve to cover year-end cash flow. This is a standard practice this time of year, as the State turns off all reimbursements, including capital, and holds back the last month of operating reimbursements until the year-end audit is complete. Mr. Fritzsche noted at the meeting with Mr. Solensky and CTDOT staff this issue was discussed, along with the importance of prompt reimbursements from the State for SEAT's cash flow. Motion to approve Treasurer's Report (Sparkman/Moravsik); unanimous.

6. **Old Business:** None

7. **New Business:**

a) **Bus Replacement Order:** As stated in the Board packet, fifteen (15) of SEAT's twenty-five (25) heavy-duty buses have met or exceeded useful service life. Staff recommends approval to award the contract of (4) four thirty heavy-duty transit buses to the Gillig Corporation, (6) six thirty-foot heavy duty transit buses to New Flyer Industries and five (5) forty-foot heavy-duty transit buses to New Flyer Industries, along with associated audits and inspections services to First Transit. Motion to approve (Steward/Sparkman); unanimous.

b) **2017 Stand Down:** Management recommends providing a SEAT bus and operator at no charge for transportation to/from the CT Stand Down event on Friday, September 22 in Rocky Hill. Stand Down is an annual event providing services to Veterans. Motion to approve (Moravsik/Sparkman); unanimous.

c) **Other/Board Member Concerns:** None

8. **Executive Session – Labor Contract Negotiation Update:** Unanimous decision to not go into Executive Session. Once agreements have been made, Chairman McDaniel will call a special meeting to ratify the Labor Agreement.

9. **Adjournment:** There was no further business and the meeting was voted by consent to adjourn at 10:03 am. Motion to approve (Hinchey/ Skulczyck); unanimous.

10. **Next Meeting:**

Unanimous decision to cancel the August 16, 2017 meeting. Next regular Board meeting is September 20, 2017 (or directly following close of SE CT Council of Governments meeting). SE CT Council of Governments, 5 Norwich Avenue, Norwich, CT. Notification of a special meeting will be sent to SEAT Board Members to ratify the Labor Agreement between SEAT and ATU Local 1209 when a final agreement is made.

Respectfully Submitted, Rich Moravsik, Secretary