

**MINUTES OF THE MARCH 22, 2017 MEETING OF THE
SOUTHEAST AREA TRANSIT DISTRICT BOARD OF DIRECTORS MEETING**

05/19/2017

Board Members Present: Michael Finklestein (Ledyard), Ronald McDaniel (Montville), Rich Moravsik (Groton), Mark Oefinger (Groton), Michael Passero (New London), John Salomone (Norwich), Kevin Skulczyck (Griswold), Rob Simmons (Stonington), Thomas Sparkman (Lisbon)

SEAT Staff: Michael Carroll (General Manager), Alfred Fritzsche (Finance Director), Ginger Morse (Administrative Assistant)

SCCOG: James Butler, Richard Guggenheim, Stephanie Molden

Other Attendees: Ricardo Almeida (CTDOT), Kimberly Drelich, (The Day), Michael Guerrero (CTDOT), Larry Morris (First Transit), Jaroslaw Pizunski (ATU 1209), Sendra Childs-Cornish (ATU 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 February 15, 2017 SEAT Board meeting were distributed prior to the meeting. Mr. Simmon's requested it be noted in the 2/15/17 minutes under #7 - Old Business / b. FY18 Budget, the minutes stated Stonington did their own survey, and sent out 60 surveys however the correct number is 120 surveys were sent out and to please reflect this error. Motion to approve the report (Chairman McDaniel). The minutes were unanimously approved.
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 overviews: *Operations:* Service trends continue with only 16 total interruptions for the month. Road call reports are essentially unchanged. A request was made to add service to accommodate a new employment facility however the location was not in an area of a participating member. Discussion was held amongst the board and it was decided to not implement this additional service at this time. A ceased and desist notice from the attorney's representing Norwichtown Commons was received to not have buses on their property, service was rerouted to become compliant, however SEAT continues to work with the owners as this is a major impact on the ridership. *Personnel/Labor:* Two new operators have joined the SEAT team and a third is in training, recently we have had several operators out due to medical issues. First meeting for contract negotiations have begun and ground rules and future meetings has been agreed upon. *Ridership:* Ridership trends are still down, however weather may have taken a roll in this, and it is still fairly early to see if the new transfer policy will help increase the numbers however preliminary reports suggest that use/abuse has declined. *Safety:* There was one non-preventable collision in February; ADA/Paratransit had no crashes or incidents events. Motion to approve (Moravsik/Sparkman); unanimous.
 - b. **Treasurer's Report:** The report was distributed prior to the meeting. Passenger revenues remain below projections. Operating expenses were under plan, mostly due to fuel storage fees. The line of credit has been paid down to date, and reserve has been restored with the receipt of State operating funds. Capital funds continue to be necessary for repowering the 700 series subfleet. SEAT has a pending capital grant in FTA review for replacement buses. State funding is appearing to be flat or possibly a modest increase, still uncertain but may not be as bad as earlier feared. Motion to approve (Finklestein/Moravsik); unanimous.

6. **Old Business:**

a. **FY18 Budget:**

- Mr. Simmons noted Stonington is no longer pursuing UBER or other alternative sources of transportation, particularly now with the knowledge that funding cuts may not be as drastic as previously feared. The optimism is with the chance of flat funding or even a potential small increase, the current level of service may be sustained.
- It was questioned if changes to service were made, would there be public involvement. Discussion was held amongst the board and along with public hearings; there would be strong communication with ridership.

7. **Executive Session:** At 10:10 am SEAT Board Chairman Mr. McDaniel invited the Board into Executive Session to discuss Labor Contract Updates. Board members and Mr. Carroll attended.

8. **Adjournment:** The Board convened into open session, and it was noted that only items related to labor contract negotiations were discussed, and no actions were taken. There was no further business and the meeting was voted by consent to adjourn at 10:37 am. Motion to approve (Sparkman/Simmons); unanimous.

9. **Next Meeting:**

Special Meeting: April 3, 2017 1:00 pm SE CT Council of Governments, 5 Norwich Avenue, Norwich, CT

April 19, 2017 9:00 am (or directly following close of SE CT Council of Governments meeting). SE CT Council of Governments, 5 Norwich Avenue, Norwich, CT

Respectfully Submitted, Rich Moravsik, Secretary