

Minutes of the June 21, 2017 Meeting of the Southeast Area Transit District Board of Directors

Board Members Present:	Fred Allyn III (Ledyard), Tammy Daugherty (New London), Deberey Hinchey (Norwich), Ronald McDaniel (Montville), Rich Moravsik (Groton), Mark Nickerson (East Lyme), Mark Oefinger (Groton), Michael Passero (New London), John Salomone (Norwich), Kevin Skulczyck (Griswold), Rob Simmons (Stonington), 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)

1. **Roll Call**: Called to order at 9:10 am by Chairman McDaniel; it was noted that a quorum was present.
2. **Minutes of the Previous Meeting**: Minutes of the May 24, 2017 SEAT Board meeting were distributed prior to the meeting. Motion to approve the report (Chairman McDaniel). Mr. Nickerson and Mr. Skulczyck abstained from voting as they were not at the May 24, 2017 SEAT Board Meeting. Motion to approve (Moravsik/Oefinger).
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.

Not noted in the Board Package, Mr. Carroll discussed Run 10 adjustments will be made to meet up with Run 108 (New London-Foxwoods), this will provide customers additional service and optimize the trips.

Motion to approve Manager's Report (Oefinger/Moravsik); unanimous.

- b) **Treasurer's Report:** The Treasurers report was distributed prior to the meeting. No discussion was held. Motion to approve (Hinchey/Allyn); unanimous.

6. **Old Business:**

- a) **Summer Youth Pass Program:** Equipment and procedures are in place for the Summer Youth pass, the program will run from June 19th through September 3rd. SEAT staff is scheduling open registration sessions at the SEAT office, Norwich Transportation Center and local accessible venues with varying hours that will accommodate the customers, as well as setting up reservations as requested.

7. **New Business:**

- a) **COG-COA Implementation Grant:** Southeast CT Council of Governments is submitting a grant for the Comprehensive Operating Analysis. The grant will enable SEAT to implement the Nelson-Nygaard COA. Stephanie Molden, SCCOG has done an excellent job facilitating the initiative and is essential to SEAT as the staff is limited on time and resources. Support letters were obtained by many organizations and towns, and a friendly reminder was put out to those who have not responded yet.

8. **Executive Session – Labor Contract Negotiation Update:** Unanimous decision to not go into Executive Session. Once agreements have been made, Chairman McDaniel may call a special meeting if needed.
9. **Adjournment:** There was no further business and the meeting was voted by consent to adjourn at 9:20 am. Motion to approve (Hinchey/ Skulczyk); unanimous.

10. **Next Meeting:**

Next SEAT Board Meeting: July 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