

**MINUTES OF THE FEBRUARY 15 2017 MEETING OF THE
SOUTHEAST AREA TRANSIT DISTRICT BOARD OF DIRECTORS MEETING**

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Members Present: Tammy Daugherty (New London), Deberey Hinchey (Norwich), Ronald McDaniel (Montville), Rich Moravsik (Groton), Mark Nickerson (East Lyme), Mark Oefinger (Groton), Michael Passero (New London), Rob Simmons (Stonington), Thomas Sparkman (Lisbon), Daniel Steward (Waterford)

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

SCCOG: James Butler, Richard Guggenheim, Stephanie Molden

Other Attendees: Jaroslaw Pizunski (ATU 1209), Kimberly Drelich, (The Day)

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 January 18, 2017 SEAT Board meeting were distributed prior to the meeting. Motion to approve the report (Chairman McDaniel). The minutes were unanimously approved.
3. **Public Participation:** Jaroslaw Pizunski (ATU 1209), provided handouts to the meeting attendees. Mr. Pizunski discussed the option of flexing of Federal Capital Funds for Operating Assistance (Service). Mr. Pizunski asked the board to review the handouts and please consider utilizing these funds to avoid service cuts and fare increase.
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 Interruptions, reporting overall trends dropped down significantly. Road Call Reports also showed a decline in January.
 - Personnel/Labor: The Union has advised SEAT that they wish to open contract talks, preliminary meetings scheduled later this month.
 - Ridership: Fixed route showed a moderate decline in January of 6% less than last year. ADA Ridership has increased 23%, which is a 4% increase compared to last year.
 - Safety: Fixed route had one collision in January, rated as non-preventable. ADA had no incidents in January.
 - FY18 Budget: Based upon a preliminary overview of the Governor's budget proposal, it looks as if transit funding has not suffered the major cut initially feared. Although even if state funding is maintained at current levels, SEAT's current budget is already over-extended in addition, the ambiguity of increase on health insurance renewals, labor negotiations and some towns' funding freeze at current levels, SEAT will have no choice but to develop a service reduction plan which meets our budgetary restrictions. Staff is developing a budget which will most likely reflect a 10-15% reduction in current services in order to match available funds.
6. **Treasurer's Report:** The report was distributed prior to the meeting. Passenger revenue continues to be below projections. A new transfer time policy will be implemented February 13, which should help prevent misuse and loss revenue. Operating expenses show a deficit, mostly due to fuel storage fees. Motion to approve (Sparkman/Simmons); unanimous.

7. **Old Business:**

- a. **FY2016 Audit:** Completed annual financial audit included in the board package. There were no findings, other than the usual "Qualified Opinion" about the State ownership of the facility and rolling stock not being recorded as assets. It was noted a restatement due to a recalculation of accrued sick leave, and subsequent reduction in the District's Liability. Management recommended acceptance of the audit report. Motion to approve (Nickerson/Simmons); unanimous.
 - b. **FY18 Budget.** Much discussion was held among the board members expressing concerns of the potential funding reductions and service cuts. Mr. Simmons noted Route 10 is one of the least utilized routes. They did their own survey sent out to 60 people, 20 were returned. Their Human Services is working with Uber executives to find alternative means of transportation. Mr. Carroll did recommend reaching out to John Roode, The Eastern Connecticut Transportation Group. Mr. Passero is also looking at alternative options, and how cuts could impact their residents. Mr. Passero noted many of their residents work at the casino and there may be a better option than riding the bus and hour and ½ each way. No Motion made.
 - c. **SEAT Board Meeting Time:** Mr. Oefinger suggested revisiting the time change on the meeting as today SECT meeting ran over. It was discussed and decided to keep the new time change approved last month. Letters to all town clerks advising them of the new meeting time had previously been sent.
8. **Adjournment:** There was no further business and the meeting was voted by consent to adjourn at 10:10 am.
 9. **Next Meeting:** March 15, 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