

Minutes of the
Southeast Vermont Transit Board of Directors Meeting
Wednesday, October 18, 2017
706 Rockingham Road, Rockingham, Vermont
45 Mill Street, Wilmington, Vermont
Via Video Conference

Board Members Present: Tom Marsh, Chip Stearns, Jonathan Meeks, Matt Mann by phone joined 5:10 pm, Travis Wendell, Wendy Harrison, Marco Tallini, **Commenced 5:03 pm**

Guests: Tim Bradshaw, VTrans

Members of Public: Lori O'hern, Christine Kurucz, both residents of Dover.

Staff Present: Randy Schoonmaker, Leona Linney, Christine Fayette

Public Input: Lori O'hern brought concerns regarding the M8/11 route to and from Brattleboro about the number of students standing on route. She asked if the MOOVer would consider adding another bus for the route. She also asked if the later Brattleboro MOOVer loop through the high school to see if there are riders to be picked up. Christine Kurucz noted that the pickup spot is the Old TVHS in the morning, but in the afternoon the drop is at Shaw's, causing problems for students that drive to the MOOVer stop and leave cars to return to in the afternoon. Randy explained the cost of the bus is about 1-2% of the budget, and to schedule another bus on that route would cause cuts from other routes to come up with funding. Adding another bus to the route is a Board Decision and they will take it under advisement. We can add the loop through the school at the later time to pick up riders after sports. This will begin as soon as possible, and we will notify Lori since we will need help in promoting the additional stop. Riders who drove to the bus stop should park at Shaws and flag down the bus as it approaches. Randy thanked Lori and Christine for their input. Public excused.

Amend Agenda: Motion 1: Chip Stearns motioned to amend the agenda and move executive session to the next item on the agenda. Travis seconded. Motion passed 7-0.

Executive Session: Motion 2: Chip Stearns motioned to move into executive session for contract matters at 5:34 pm, and invited present board members, Tim Bradshaw, and staff. Travis Wendell seconded. Motion passed 7-0. Adjourned executive session at 6:35 pm.

Approve minutes: Motion 3: Wendy Harrison motioned to approve the September 11, 2017 minutes. Chip Stearns seconded. Motion passed 6-0. Tom abstained from voting because he was not present at the September 11 meeting.

Old Business

Current Construction Project: Randy updated the Board with pictures and construction progress of the fuel tanks at the Current. When the project is finished there will be two pumps, one gas, and one diesel. There will be a key pad utilizing key codes to operate the pumps. Fuel data will be available based on the computerized system.

Brattleboro Route Study: Randy explained that there is still work being done on the study. We think we have two of three routes planned, more to come.

Medicaid: No Comment

Meet at the Current in November: Tom wants to have a meeting with the Board together in one location. Randy asked what the Board's pleasure, meet in Brattleboro or Rockingham. Wendy will find a location in Brattleboro that we can have dinner. Wendy confirmed the next board meeting date of November 6, 2017 5:00 pm, location TBD.

Management Review: Tim Bradshaw, from VTrans, explained that VTrans did a management review. There were site visits at both the MOOver facility and the Current facility. The extensive management review workbook that was completed prior to site visits was reviewed. During the site visits we have follow up questions based on the responses. We look at records, documents, procurement documentation, drug and alcohol documentation, and vehicle inspections. Overall the review went very well. Once the finance portion is complete, there will be a SWOT analysis that will show some areas of improvement with policies and procedures. Randy thanked Tim for the information and said SEVT is looking forward to the report.

New Business: None

Company Updates: None

Board member comments: None

Future Agenda Items: None

Adjourn: Motion 4: Marco Tallini motioned to adjourn. John Meeks seconded. Motion passed 7-0. Adjourned at 6:45 pm.