

Jason Rasmussen called the meeting to order at 10:06 am. Those in attendance and constituting a quorum were as follows:

**Board Members:**

Sue Fillion  
Randy Capitani  
Brendan McNamara  
Jason Rasmussen  
Dan Thoemke  
Chris Company

**Members of the Public:** None

**Staff Present:**

Randy Schoonmaker, CEO, SEVT  
Keith Johnson, Finance Manager, SEVT  
Christine Howe, General Manager, SEVT

**Invited Guests:**

Ross MacDonald, VTTrans

**Public Input:** None

**Amendments to the Agenda:** None

**Review minutes of January 21st:** Reviewed with no changes

**Ridership:** Christine presented ridership as of February 9<sup>th</sup>. The fixed routes that have been performing well continue to do so. Route 57 is still behind last year and some cold weather slowed some ridership on the Windsor Microtransit. Route 61 Okemo has an increase of 32% with more in town ridership. Rockingham fixed routes are up 18%. We changed the look for reporting demand response rides. Rather than reporting by county as previously done, we are now reporting by mode and funding source. Medicaid is slightly down, but the O & D rides are increased. Van routes are up 1%. The volunteer rides are down 7%. Rockingham combined is up 11%. Randy S. explained that the O & D rides have increased to 30% of the demand response rides when historically it is used to be about 15% of the demand response. We are seeing a shift to this trip purpose versus Medicaid rides. Jason asked about Route 57 and if that is part of an Act 250 requirement, and can we do something to make that route perform better. Randy S said Act 250 was part of a requirement but not Route 57. There was a living facility that is now closed along the route, and Okemo staff that used to use this route now live in Rutland. We will come up with a plan for this route in the grant season and anticipate changes. Sue asked if the new way of showing Demand Response rides is skewed since we are not showing by county any longer. Randy S. explained no, all rides are accounted for and just a different way to look at it. Randy C asked if Route 57 was at risk on the Route Performance Report from the state. Randy S explained it is not at risk in FY24 but may be in the FY25 report. Ridership surveys will begin on the 57 in the spring. Wilmington year round ridership is up 3%. There are less Mount Snow seasonal employees using the Brattleboro route to shop as they have in previous years, which is why there's a drop in Brattleboro ridership. The winter routes have bounced back, except for the Mount Snow route as we discussed in the past. Winter routes are down 2% and the Stratton route is down 4%. Randy S will have more information on the drop at the next meeting. Total Wilmington is flat, with the total company up 6%.

**Financials:** Keith presented the executive summary from the Finance Committee meeting. Revenue is down \$194,789 to budget, mostly because of Medicaid revenue. Expenses are \$351,024 less than budget so the total is \$156,235 ahead of budget year to date. The line of credit is still zero. Jason noted we are in good shape financially.

**VTrans Update:** Ross noted that after looking at the financials and the care taken with demand response riders, he feels SEVT managers are doing everything VTrans could ask of them and more. They provide a high level of service and are financially responsible. Ross said that there may be federal budget potential changes and how that will be handled. VTrans is trying to maintain the momentum of effort for all services until FTA provides us with additional guidance or changes to the program. An example is hoping for a 5339 Bus and Bus Facilities Grant to make up for a short fall for new vehicle capital. Statewide we need to replace fleet vehicles that are rates as being in poor condition. VTrans will update us when they know more. Discussion ensued surrounding the budget shortfall that will have to be addressed as we move forward for FY26. If everyone was doing what SEVT is doing and being proactive VTrans would be in a much better position. Ross will leave with a thank you to SEVT for all they are doing. Chris asked if transportation funds are still continuing after the federal holds. Ross said so far transportation payments are continuing, but he is concerned about the carbon reduction funds from the federal government. Jason thanked Keith, Randy S and Christine for doing such a good job managing the company.

**HRA Summary Plan Document Approval:** Keith explained this was discussed at the last meeting. It is a boiler plate document, and the Board wanted to review it prior to voting on it. This is the same plan description that is handed out to the employees. Jason asked if this is the same from years past. Keith said it is the same as years past, but previously there was not a need for the Board to vote on it as there is this year. It was noted this is all budgeted and runs calendar year as does our health insurance. **Motion 1: to approve the HRA summary plan document made by Randy C seconded by Chris passed 6-0.**

**NBRC Catalyst Grant for Springfield Microtransit Authorization:** Randy S explained he needs an approval from the Board to apply for the NBRC grant which is a three-year program to help get the Springfield microtransit going. This is a very competitive grant. **Motion 2: Jason also pointed out that Randy S asked Mt Ascutney Regional Commission to help manage the grant as required should it be awarded so Jason will abstain from voting. Brendan motioned to approve Randy S to apply for the NBRC Catalyst grant for Springfield Microtransit, Chris Company second. Vote passed 5-0, one abstention of Jason as noted.**

**Holt Grant for Springfield Microtransit Authorization:** Randy S explained these applications are within a week of each other. We are applying for both because we do not know if we will get one, the other or both. This is for the same purpose to start Springfield Microtransit. **Motion 3: Sue moved to approve Randy S to apply for the Holt Grant for Springfield Microtransit seconded by Randy C Motion Passed 6-0.**

Quick note from Chris that this meeting starts at 10 and he has another meeting that runs until 10:30 am so he will generally be late to this meeting.

**Executive Session:** None needed

Motion to adjourn from Chris Company seconded by Brendan McNamara adjourned at 10:38.