

**Minutes of the October 18, 2017
Meeting of the Southeast Area Transit District Board of Directors**

Board Members Present: Fred Allyn III (Ledyard), Tammy Daugherty (New London), Deb Hinchey (Norwich), Ronald McDaniel (Montville), Rich Moravsik (Groton), Mark Nickerson (East Lyme), Mark Oefinger (Groton), Michael Passero (New London), , Rob Simmons (Stonington), Daniel Steward (Waterford)

SEAT Staff: Michael Carroll (General Manager), Alfred Fritzsche (Finance Director)

SCCOG: Jim Butler, Kate Ratten

Other Attendees: Jaroslaw Pizunki (ATU-SEAT), Sendra Cornish-Childs, (ATU-SEAT), Brinkey Hodges (ATU-SEAT); Ralph Buccetti (ATU-New Haven); and other ATU members representing Bridgeport, Danbury, Hartford and Milford.

1. **Roll Call:** Called to order at 9:25 am by Chairman McDaniel; it was noted that a quorum was present.
2. **Minutes of the Previous Meeting:** Minutes of the September 20, 2017 SEAT Board meeting were distributed prior to the meeting. Motion to approve the reports; unanimous.
3. **Public Participation:** Mr. Pizunski, SEAT Operator and President/BA of ATU Local 1209, addressed the Board about the Union's correspondence recommending the establishment of two advisory slots on the Board for a Union member and customer (sent via email on October 13, 2017), and urged the Board to favorably consider his request, suggesting the importance of receiving input from customers and the operators who are the "eyes and ears" of the SEAT as the Board deliberates matters of service changes. Mr. Pizunski argued that the current agenda somewhat restricts active public participation. Mr. McDaniel said he would discuss the proposal with management, and the Board would discuss the proposal at a later date.
4. **Communications:** A copy of the previously emailed ATU "Resolution to End Fatalities and Injuries Resulting From Poor Transit Bus Design", was provided to the members.
5. **Business Report:**
 - a) **Manager's Report:** The report had been distributed prior to the meeting. No discussion held. Motion to approve Manager's Report (Hinchey/Nickerson); unanimous.
 - b) **Treasurer's Report:** The Treasurers report(s) were distributed prior to the meeting. Mr. Carroll provided an overview of the reports provided. Passenger revenue was under budget. Operating expenses were slightly under budget for the month, resulting in a small surplus for the quarter. Mr. Carroll also noted that the State funding for the last six months

of the current fiscal year was still unknown, and that if funding was reduced below budgeted figures, SEAT would need to reduce service to match available funds. SEAT reserve has been utilized to cover current cash flow needs, including outstanding capital reimbursements. The line of credit was at \$322,221. Motion to approve Treasurer's Report (Sparkman/Moravsik); unanimous.

6. **Old Business:** None

7. **New Business:**

a) **Day and Zip Pass Proposal:** Staff recommend reducing the cost of the Day Pass from \$5.00 to \$4.00. It also recommended implementing a Four-Hour "Zip" Pass at a cost of \$3.00, which was a recommendation from the Labor-Management Committee. Motion to approve (Sparkman/Oefinger); unanimous.

b) **First Transit Management Contract:** Mr. Carroll advised the Board that the current management contract with First Transit was coming up for automatic renewal on December 31, 2017, and if the Board desired not to renew, they would need to notify First Transit by November 1, 2017. Motion to approve the renewal of the management contract (Sparkman/Steward); unanimous.

8. **Adjournment:** There was no further business and the meeting was voted by consent to adjourn at 9:55 am. Motion to approve (Sparkman/Steward); unanimous.

9. **Next Meeting:**

Board meeting is November 15, 2017 (or directly following the close of SE CT Council of Governments meeting). SE CT Council of Governments, 5 Norwich Avenue, Norwich, CT.

Respectfully Submitted, Rich Moravsik, Secretary