

Southeast Area Transit District Board of Directors Meeting
January 18, 2023
9:30 AM

The meeting will be held **in person** at the Council of Governments Office, 5 Connecticut Avenue,
Norwich

AGENDA

1. Roll Call
2. Public Comment
3. Minutes of December 21, 2022, Meeting
4. Communications: None
5. Reports:
 - a) Management Report: Accept and File
 - b) Financial Report: Accept and File
6. Old Business:
 - a) Action Item: New London Smart Ride Update
 - b) FY24 Operating Budget
7. New Business:
 - a) Items from Board Members and SCCOG Staff
8. Adjournment
9. Next meeting: February 15, 2023

Member Municipalities
East Lyme Griswold Groton Lisbon Montville
New London Norwich Stonington Waterford

If language assistance is needed, please contact SEAT at 860-860-886-2631, information@seatransit.org
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Minutes of the December 21, 2022
Meeting of the Southeast Area Transit District Board of Directors

Board Members Present: Mark Oefinger (Groton), Michael Passero (New London), Carey Redd II (New London), Danielle Chesebrough (Stonington), Robert Brule (Waterford), Dana Bennett (Griswold), Thomas Sparkman (Lisbon), John Salomone (Norwich), Ronald McDaniel (Montville), Kevin Seery (East Lyme)

SEAT Staff: Michael Carroll (General Manager), Thailisa Clark (Finance Manager), Cherise Simpson

SCCOG: Kate Rattan; Amanda Kennedy, Jim Butler

Other Attendees:

1. **Roll Call:** Called to order at 9:28 am by Chairman McDaniel; it was noted that a quorum was present.
2. **Public Comment:** None
3. **Minutes of November 16, 2022:** Motion to approve: Oefinger / Brule; one abstained McDaniel.
4. **Communications:** None
5.
 - a. **Managers Reports:** Mr. Carroll stated that ridership has declined a little compared to the month of October. Ridership is past 100,000 for all services, which exceeds pre-COVID levels. Mr. Carroll believes it is due to the Free Ride Program. SEAT has had a few employees come down with COVID. SEAT continues to offer additional paid sick time to those employees who receive the vaccination and/or booster shot. Face coverings are strongly recommended but not required. SEAT continues to struggle with staffing. SEAT is about 95% staffed for fixed route operators and 78% staffed for SmartRide operators. SEAT continues to advertise. It would seem as though as soon as we hire, we lose operators. Gail Estelle retired last month after working for SEAT for 36 years. SpareLabs has a Call Center option which SEAT has been utilizing which is averaging 40-50 calls per day. Mr. Carroll stated that SEAT is returning to the Norwich Transportation Center. Mr. Carroll stated that a staff member has volunteered to relocate his office to that fiscality. Mr. Carroll also plans to hire ticket agents, one full-time and one part-time to sell tickets. There were five minor collisions in the month of November, and all were preventable on the

operators' part. Customer confrontations have abated slightly. SEAT has ongoing issues surrounding alleged service animals. SEAT management is trying to address and resolve the issues and educate our operators on the difference between a service animal and a companion animal. Mr. Salomone asked if there is anything that the Board or SEAT should be doing to notify customers that the collection of fares will resume on April 1, 2023. Mr. Carroll stated that SEAT will do its best to get the word out including an incentive for mobile ticketing app where one can buy the passes on a smartphone and use the smartphone as a boarding pass. It is maintenance free from SEAT's point of view. SEAT wants to try to encourage the growth of the mobile ticketing option. CTTransit has partnered with Token Transit as well and is looking to deploy when fares resume. They are also looking into offering a statewide fare through Token Transit which would be a long-term goal. Mr. Carroll is estimating a 20% ridership decline once fares start being collected. Motion to file and accept: Oefinger/ Salomone.

- b. **Financial Report:** Mr. Carroll stated that the overall expenses was slightly over budget in November by 1.5%. Year to date SEAT is under budget. Mr. Carroll provided a comparison among the modes ADA paratransit has always been high at \$52 per passenger. The HOP is \$28 per passenger. The SmartRide is \$12 per passenger. SEAT is overspending on overtime related to staffing issues but is underspending on regular staff wages with overall labor costs on budget. Mr. Carroll stated that SEAT finally received the second quarter CTDOT reimbursement the day after Thanksgiving. SEAT's cash flow is good until the end of the calendar year. Mr. Carroll still has not heard from the State on the Transit Operating document which is the technical document that allows SEAT to draw money from the State for our operating expenses for third and fourth quarters of FY2023. The State has been reviewing our submission. Mr. Carroll has a conference schedule with DOT Staff the first week in January to review SEAT's FY23 submission. Hopefully, they will move forward with this process quickly and issue TODs sometime in the month of January which will allow us to draw monies for Q3 and Q4. Mr. Carroll stated that this process is still a challenge. Mr. Carroll stated that SEAT received fare reimbursement funds for the first quarter of the current fiscal year. SEAT did not receive the full requested \$62,000 per month instead the State took the actual numbers from FY2022 and used figures for the reimbursement rate which is below SEAT's projections. The state did not include SmartRide in the fare reimbursement program. New London has been reimbursing SEAT at \$1 a ride for the SmartRide fares this current fiscal year. Discussions ensued surrounding fares and SmartRide. Motion to file and accept: Salomone / Oefinger

6. **Old Business:**

- a. **Action Item: New London Smart Ride Update:** Mr. Carroll stated that SmartRide is not currently being funded by the State. SmartRide had over 4,000 boarding last month. The average wait times are up to 40 minutes. Fares will remain free until June. SmartRide will continue as status quo. Motion to approve continuation of the SmartRide Program: Redd/Oefinger
- b. **2023 Fuel Bids:** Informational item.

7. **New Business:**

- i. **ACH Resolution for M&T Bank:** Mr. Carroll stated that the bank wanted a formal resolution authorizing him to sign an ACH agreement to allow SEAT to pay some vendors via ACH. Mr. Carroll was seeking such a resolution. Motion to accept Resolution No. 22-01: Salomone / Redd
 - ii. **FY24 Budget** Mr. Carroll was hoping to have a draft document to present to the Board but it is still under development. This subject will have to be delayed until next month.
 - iii. **FY23 Q3 Fare Free Program:** Mr. Carroll stated that the State is running the fare free program as a pilot project. Federal law/regulations allow transit agencies to do a temporary program no longer than a year without an equity analysis. Large agencies such as CTTransit, are obligated to do a full equity analysis for any fare changes. Motion to continue the Fare Free Program through March 31, 2023: Redd / Salomone
 - iv. **Board Officers for 2023:** Current officers will remain. Motion for officers to remain the same: Oefinger / Brule
 - v. **Nick Promponas, Senior VP First Transit / Transit Management:** Mr. Promponas introduced himself to the Board and gave them a background work history and spoke to them about various of subject items.
- b. **Items from Board Members and SCCOG Staff:** None
 - c. **Adjournment:** 10:22 am Redd / Salomone

8. **Next Meeting:** January 18, 2023

Southeast Area Transit District Board Meeting
Report of General Manager
January 13, 2023

Operations

- **Road calls and Service Interruptions:** The reports are attached. Road calls increased in December, but most were minor issues that were resolved without loss of service. There were 10 fixed-route interruptions in December, 3 of which were related to disruptive passenger incidents.
- **COVID Update:** There were zero reported COVID positives in December. SEAT's vaccination rate remains at 89%. We continue to offer incentives (in the form of additional paid sick time) for vaccinations, including boosters, which have been extended to the end of the current fiscal year.
- **Pandemic Impacts:** We continue to encourage mask-wearing on buses and do not anticipate any Federal or State mask mandates.
- **Staff Updates:** We are staffed at 95% for fixed-route and 78% for Smart Ride operators. There are two Smart Ride operators in training (1 FT, 1 PT). We continue to fill the coverage gaps with overtime and continue recruiting efforts.
- **MicroTransit Call Center:** SEAT has partnered with Spare Labs to utilize a call center option for both MicroTransit services. The center is averaging 45 calls/day for MicroTransit reservations.
- **Norwich Intermodal Transportation Center:** SEAT has returned to the NITC with hours of 8 AM to 4 PM, Monday – Friday. We continue to recruit for Customer Service Representatives and plan to expand hours beginning in April. SEAT's Safety Director has relocated his office to the NITC, and the ticket counter is being staff by current staff members when available.

Ridership/December

- **Fixed Route:** Ridership increased slightly by 3% compared to November (101,735 vs 98,410). Compared to last December, ridership increased by 66% (101,735 vs 61,400). YTD ridership is up by 69% (616,322 vs 363,886) and continues to exceed pre-COVID levels.
- **Paratransit:** December ADA ridership increased by 66% compared to last year (543 vs 327). The YTD change is 55% more than last year (3,275 vs 2,117) and exceeds pre-COVID levels.
- **Stonington "HOP" Update:** The HOP ridership rebounded and increased compared to November (642 vs 556). The YTD ridership increased by 71% over last year (3,783 vs. 2,212) attributable to the free ride program. Average wait times increased compared to last month (20 minutes vs. 17 minutes). App bookings declined to 52% from 58%.
- **New London "Smart Ride" Update:** The NL Smart Ride ridership increased compared to November by 12% (4,580 vs 4,073) Average wait times remained stable (40 minutes vs 41 minutes). App bookings were stable (79% vs 77%) with call center bookings at 20%. The "No Show" rate continued to increase to 8% vs 7%. Data for ridership, wait times and no shows since the program's inception (December 2021) is also included. The data suggests the ability to meet demand (service quality) improved in August when fares were charged, with average wait

times dropping to 22 minutes as well as a strong correlation between total ridership and wait times (wait times in the mid-teens when ridership was at 2,000 or fewer boardings per month) which suggests to us that the current service levels of three (3) buses is at or exceeding capacity.

Safety Events December

- **Fixed Route**
 - 1 minor collision reported: preventable.
 - 3 passenger incident/injuries reported: 2 requiring first responders.
 - 7 disruptive passenger incidents reported; 3 requiring police with one arrest; passenger barred.
- **Paratransit**
 - None reported.
- **MicroTransit**
 - 1 passenger incident/injury reported.
 - 2 Disruptive passenger incidents reported; passengers barred.
- **Support Vehicles**
 - None reported.

Financial Statements/December: Reports will be mailed under separate cover. The reports include a breakout of all services, Fixed Route, ADA, HOP and Smart Ride.

- **SEAT Reserve:** Balance (\$327,667) = fully allocated to expenses.
- **Line of Credit:** SEAT has drawn \$977,066 from the line for the current operating expenses which will be repaid upon receipt of State operating assistance. We did finally receive the June 2021 ADA reimbursement.
- **CTDOT Reimbursements:** We continue to wait for Q3 and Q4 FY23 Transit Operating Document (TOD); CTDOT has advised they should be issued later this month.

Capital Update/Capital Projects: Staff continues to prepare the FTA capital grant for five (5) MicroTransit buses, equipment, and administrative expenses.

Battery Electric Bus/Facility Program (BEB): Staff met with CTDOT and consultants to review the SEAT site and discuss a new garage and facility improvements.

CTDOT Meetings: Acting Transit Administrator Lisa Rivers continues to host monthly virtual meetings.

CT Association of Community Transportation (CACT) Update: The Annual Legislative Breakfast will be held on February 8 at 11:30 AM. Deputy DOT Commissioner (and Commissioner Designate) Garrett Eucalitto will be the guest speaker.

SEAT Roadcall Report - All Modes

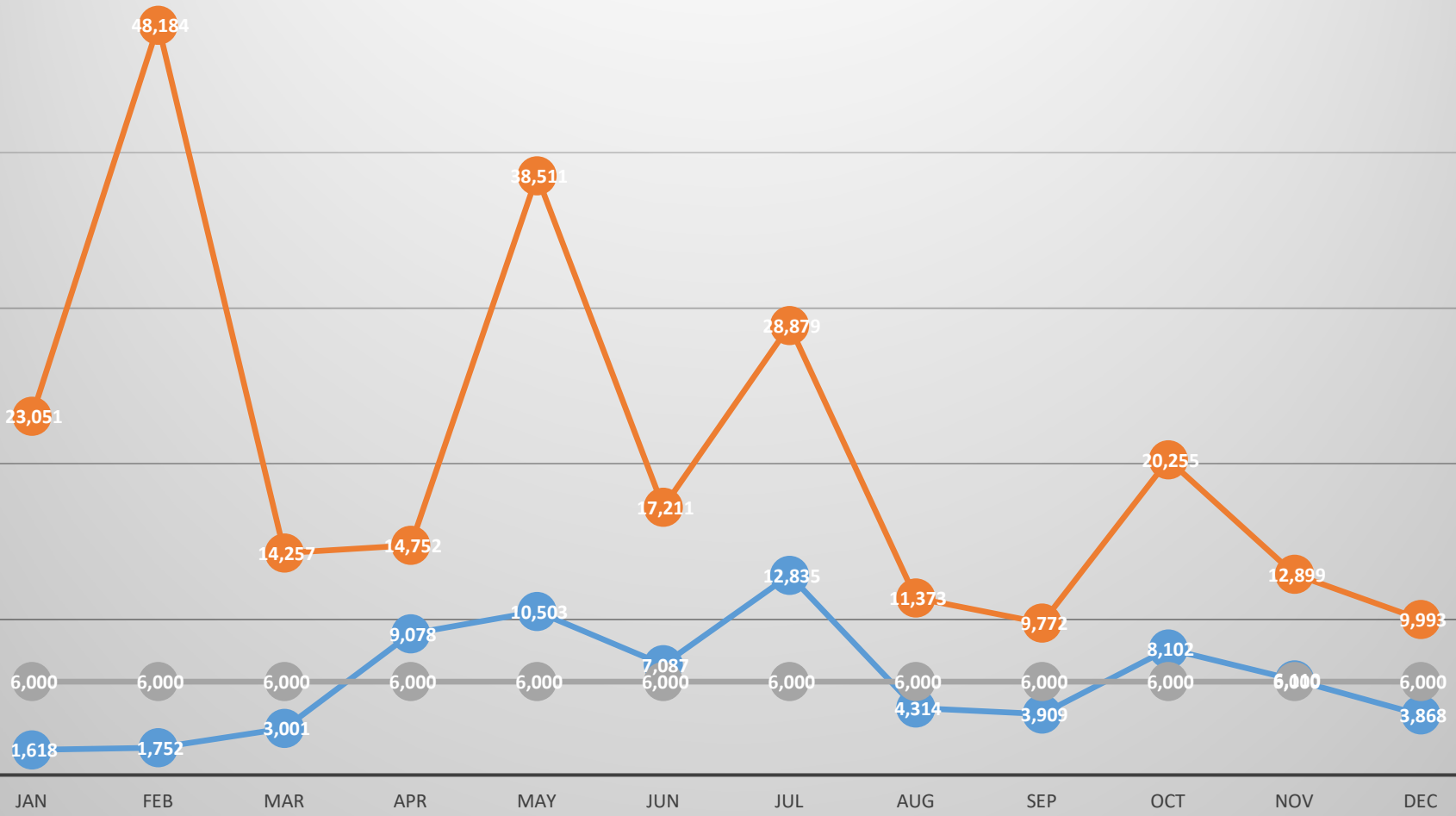
Year 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Total Miles (Scheduled Revenue + Total Veh Travel)	92,205	96,368	114,052	118,018	115,534	120,480	115,515	125,100	117,263	121,532	116,088	119,920	1,372,075
Total All Roadcalls	60	63	42	17	14	24	18	36	37	25	28	52	416
Major (FTA) Roadcalls*	4	2	8	8	3	7	4	11	12	6	9	12	86
Non-Mechanical Roadcalls	3	8	4	4	3	7	9	7	7	10	9	21	92
Minor Mechanical Roadcalls (Farebox, HVAC, Signs, etc)	53	53	30	5	8	10	5	18	18	9	10	19	238
Miles Between All Roadcalls	1,618	1,752	3,001	9,078	10,503	7,087	12,835	4,314	3,909	8,102	6,110	3,868	4,235
Miles Between Major Mechanical Roadcalls	23,051	48,184	14,257	14,752	38,511	17,211	28,879	11,373	9,772	20,255	12,899	9,993	15,954
Goal Major Mechanical Roadcalls	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000

*Major Mechanical System Failure

A failure of some mechanical element of the revenue vehicle that prevents the vehicle from completing a scheduled revenue trip or from starting the next scheduled revenue trip because actual movement is limited or because of safety concerns. Can be found in: R-20, S-20

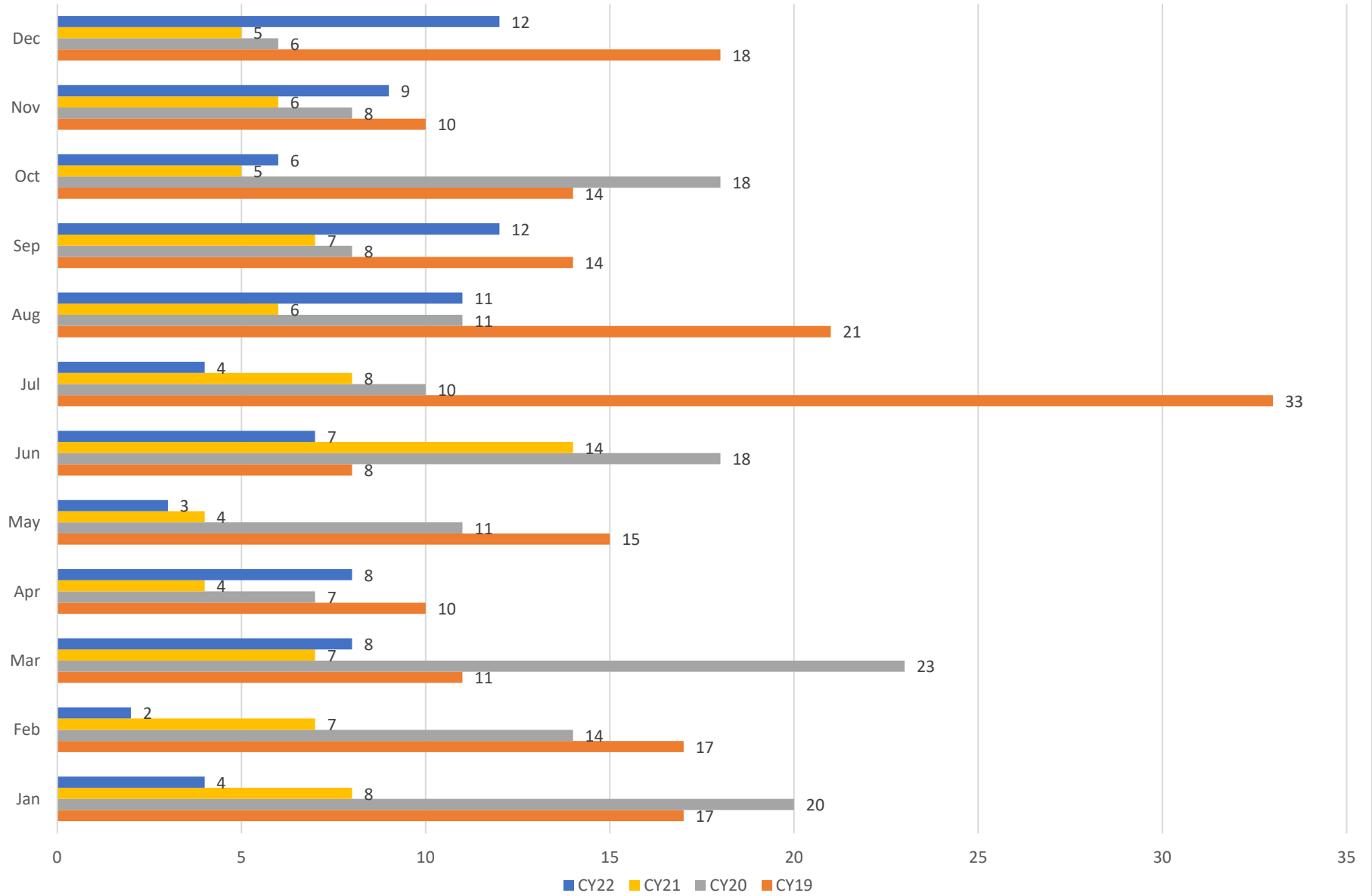
Total Roadcalls	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
CY18	144	98	81	95	108	107	96	108	72	65	78	90	242
CY19	79	72	79	65	64	81	117	91	42	51	59	75	151
CY20	69	55	59	23	19	29	31	23	29	65	43	72	124
CY21	61	58	46	28	45	68	58	34	44	42	52	60	119
CY22	60	63	42	17	14	24	18	36	37	25	28	52	416
Major Roadcalls													
CY18	59	38	17	58	47	33	30	36	13	22	24	20	397
CY19	17	17	11	10	15	8	33	21	14	14	10	18	188
CY20	20	14	23	7	11	18	10	11	8	18	8	6	154
CY21	8	7	7	4	4	14	8	6	7	5	6	5	81
CY22	4	2	8	8	3	7	4	11	12	6	9	12	86

Miles Between Roadcalls

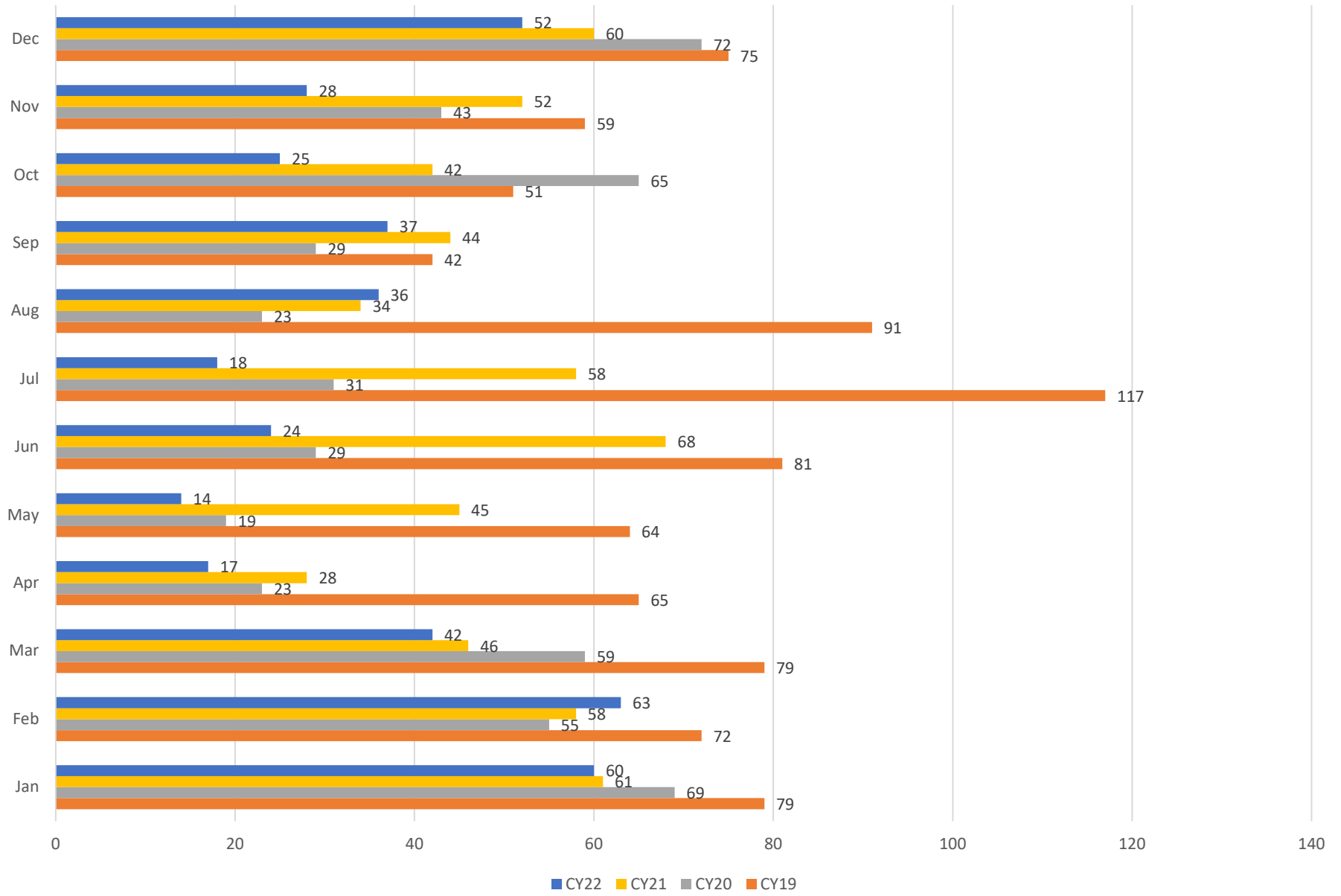


— Miles Between All Roadcalls — Miles Between Major Mechanical Roadcalls — Goal Major Mechanical Roadcalls

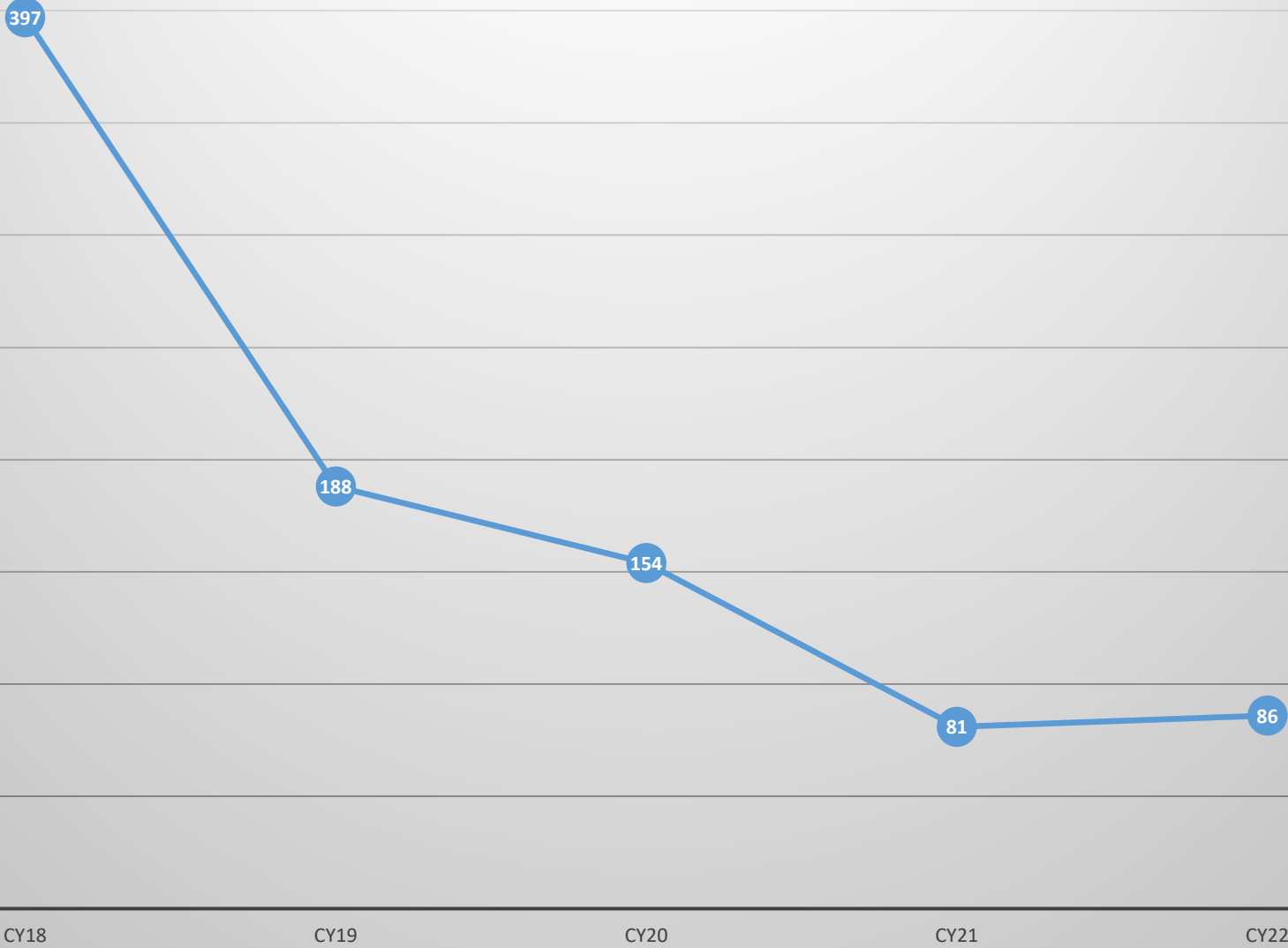
Major Roadcalls



Total Roadcalls



Major Roadcalls, YTD

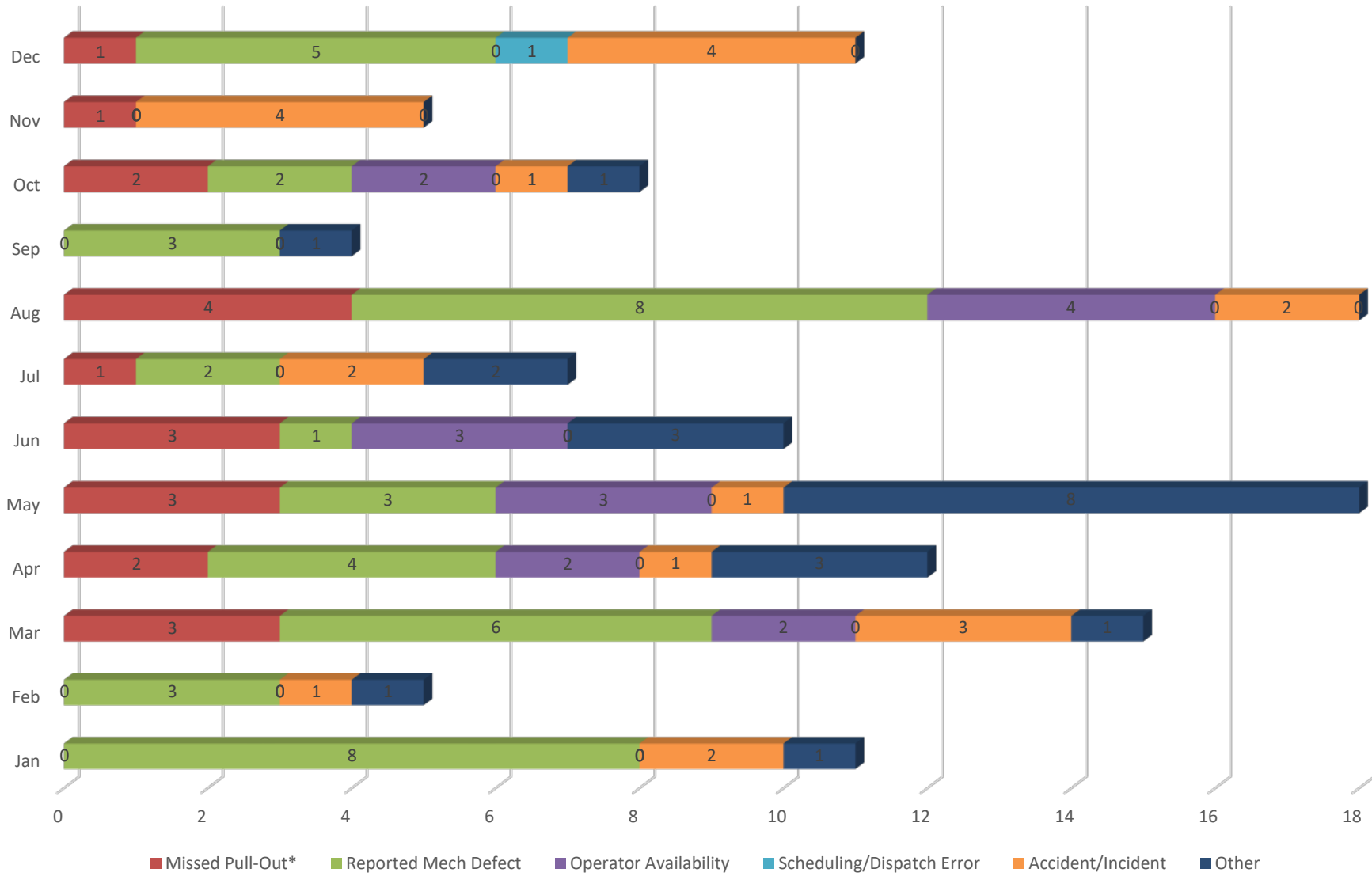


2022 Service Interruptions by Month

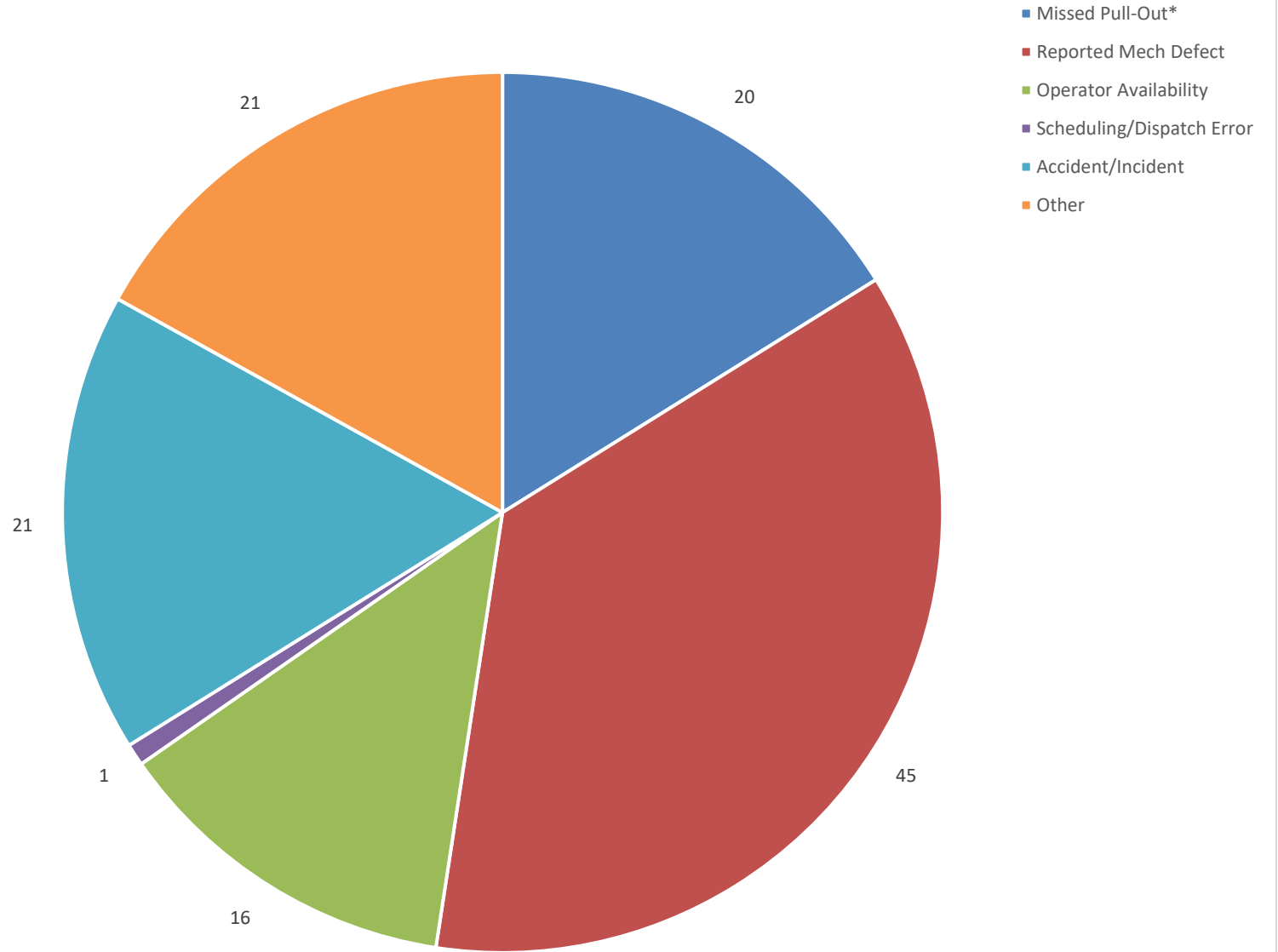
Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Total	11	5	12	10	15	7	6	17	4	6	5	10	108
Missed Pull-Out*	0	0	3	2	3	3	1	4	0	2	1	1	20
Reported Mech Defect	8	3	6	4	3	1	2	8	3	2	0	5	45
Operator Availability	0	0	2	2	3	3	0	4	0	2	0	0	16
Scheduling/Dispatch Error	0	0	0	0	0	0	0	0	0	0	0	1	1
Accident/Incident	2	1	3	1	1	0	2	2	0	1	4	4	21
Other	1	1	1	3	8	3	2	0	1	1	0	0	21
% of Missed Service Hours	0.17%	0.09%	0.16%	0.17%	0.20%	0.11%	0.06%	0.21%	0.04%	0.07%	0.08%	0.17%	1.5%
Scheduled Service Hours	4887	5236	5912	5643	5461	5686	5434	5907	5479	5646	5477	5876	66643.1
Missed Hours	8.2	4.5	9.8	9.3	10.9	6.1	3.2	12.2	2.3	4.1	4.5	9.8	84.9

* Subset of other types - not included in totals

Service Interruptions 2022



Missed Trips CY2022



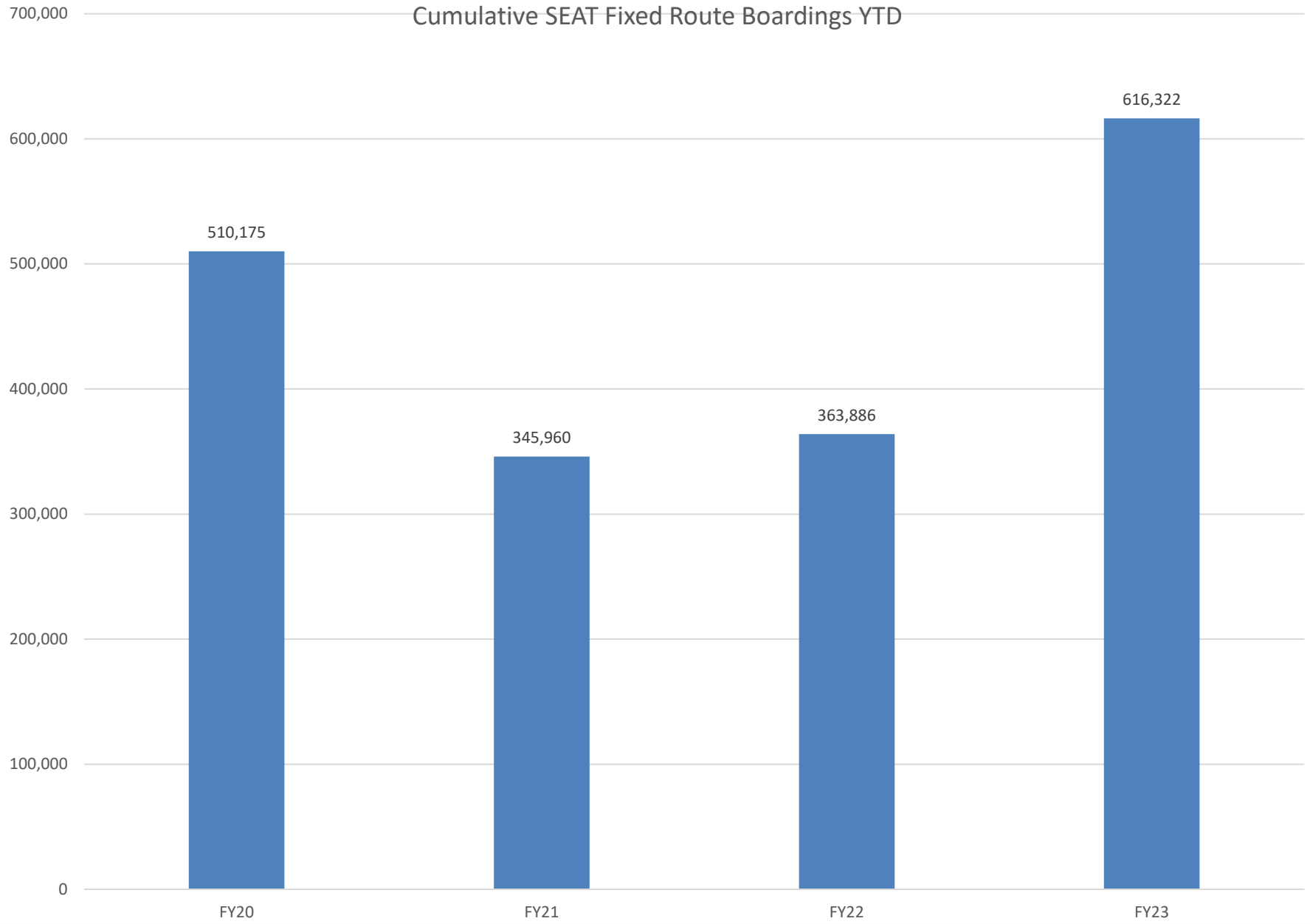
SEAT FIXED ROUTE RIDERSHIP

Dec-22

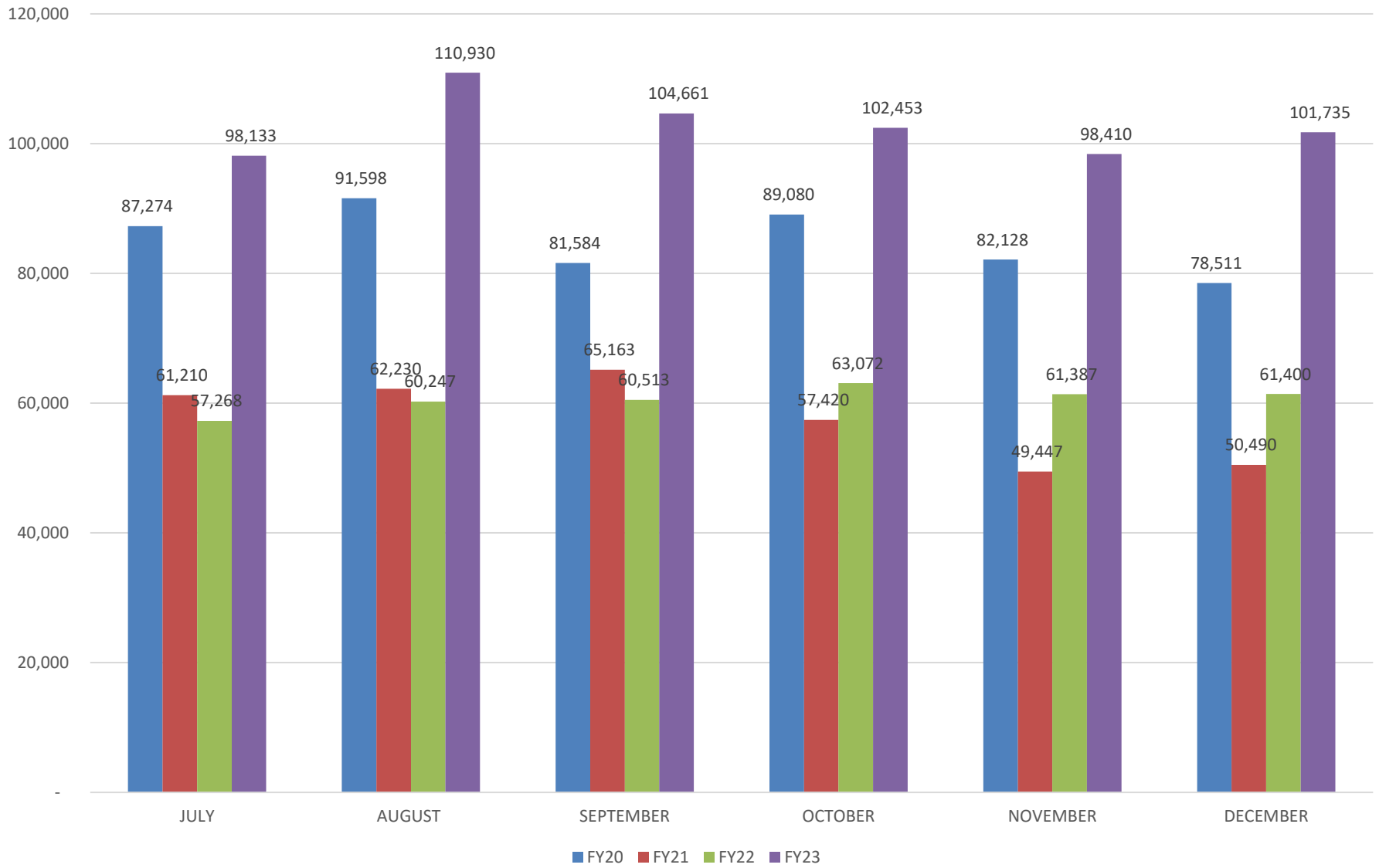
MONTH	FY20	FY21	FY22	FY23	% Change FY23/FY22	% Change FY23/FY20	Scheduled Revenue Hours	Scheduled Revenue Miles	Pax/Rev Hour	mph	% Change Prior Month (Rides)	
JULY	87,274	61,210	57,268	98,133	71%	71%	5,434	83,740	10.5		15.4	1.7%
AUGUST	91,598	62,230	60,247	110,930	84%	84%	5,907	91,012	10.2		15.4	13.0%
SEPTEMBER	81,584	65,163	60,513	104,661	73%	73%	5,479	84,425	11.0		15.4	-5.7%
OCTOBER	89,080	57,420	63,072	102,453	62%	62%	5,646	86,983	11.2		15.4	-2.1%
NOVEMBER	82,128	49,447	61,387	98,410	60%	60%	5,477	84,410	11.2		15.4	-3.9%
DECEMBER	78,511	50,490	61,400	101,735	66%	66%	5,876	90,517	10.4		15.4	3.4%
JANUARY	82,679	47,842	48,928		-100%	-100%			#DIV/0!	#DIV/0!		-100.0%
FEBRUARY	81,546	43,359	53,931		-100%	-100%			#DIV/0!	#DIV/0!		#DIV/0!
MARCH	58,095	57,298	64,928		-100%	-100%			#DIV/0!	#DIV/0!		#DIV/0!
APRIL	33,446	56,320	75,201		-100%	-100%			#DIV/0!	#DIV/0!		#DIV/0!
MAY	35,381	52,762	75,584		-100%	-100%			#DIV/0!	#DIV/0!		#DIV/0!
JUNE	51,268	55,571	96,495		-100%	-100%			#DIV/0!	#DIV/0!		#DIV/0!
YTD Total	510,175	345,960	363,886	616,322	69%		33,819	521,087	18.2		15.4	

FY22

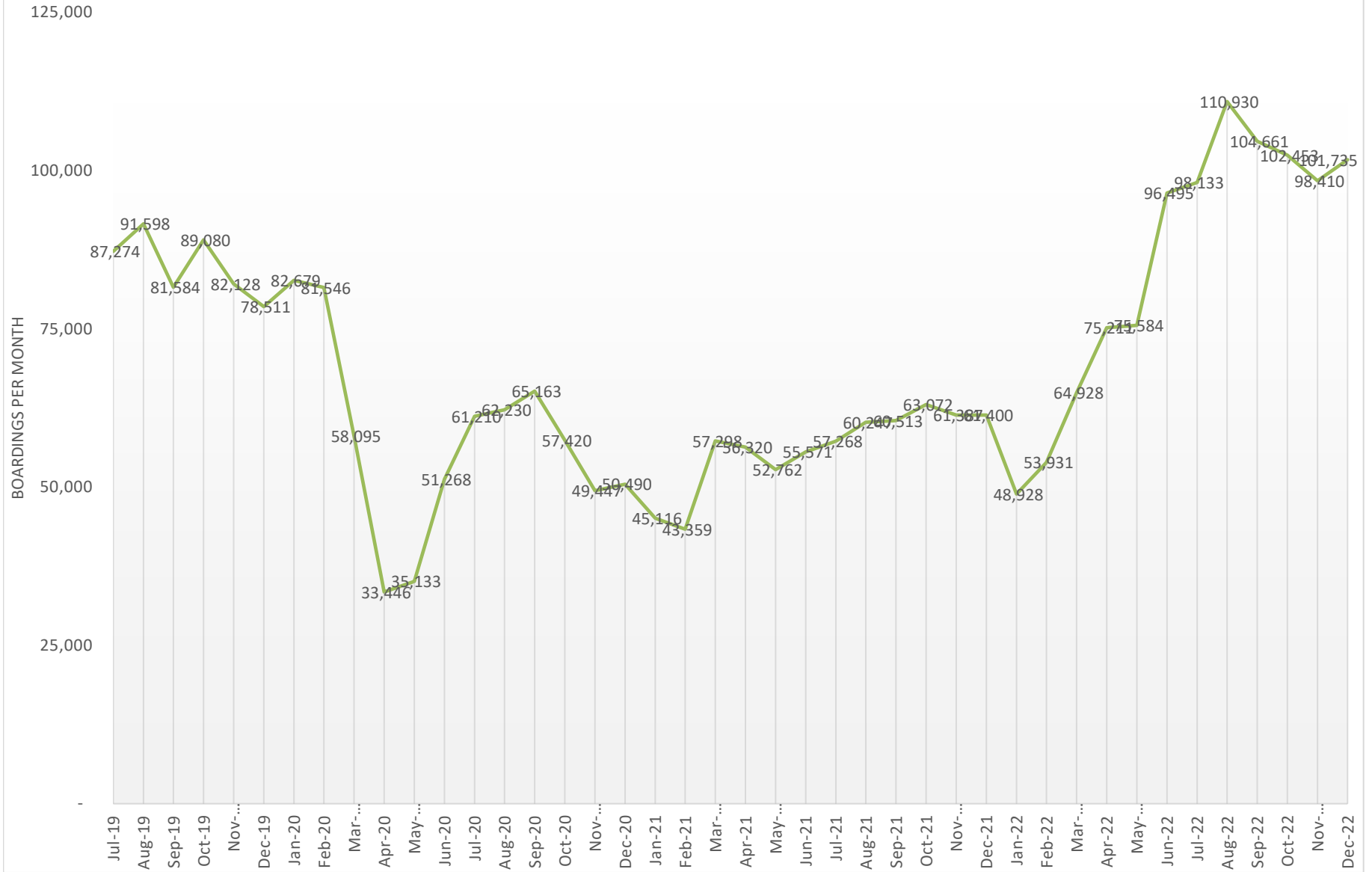
Cumulative SEAT Fixed Route Boardings YTD



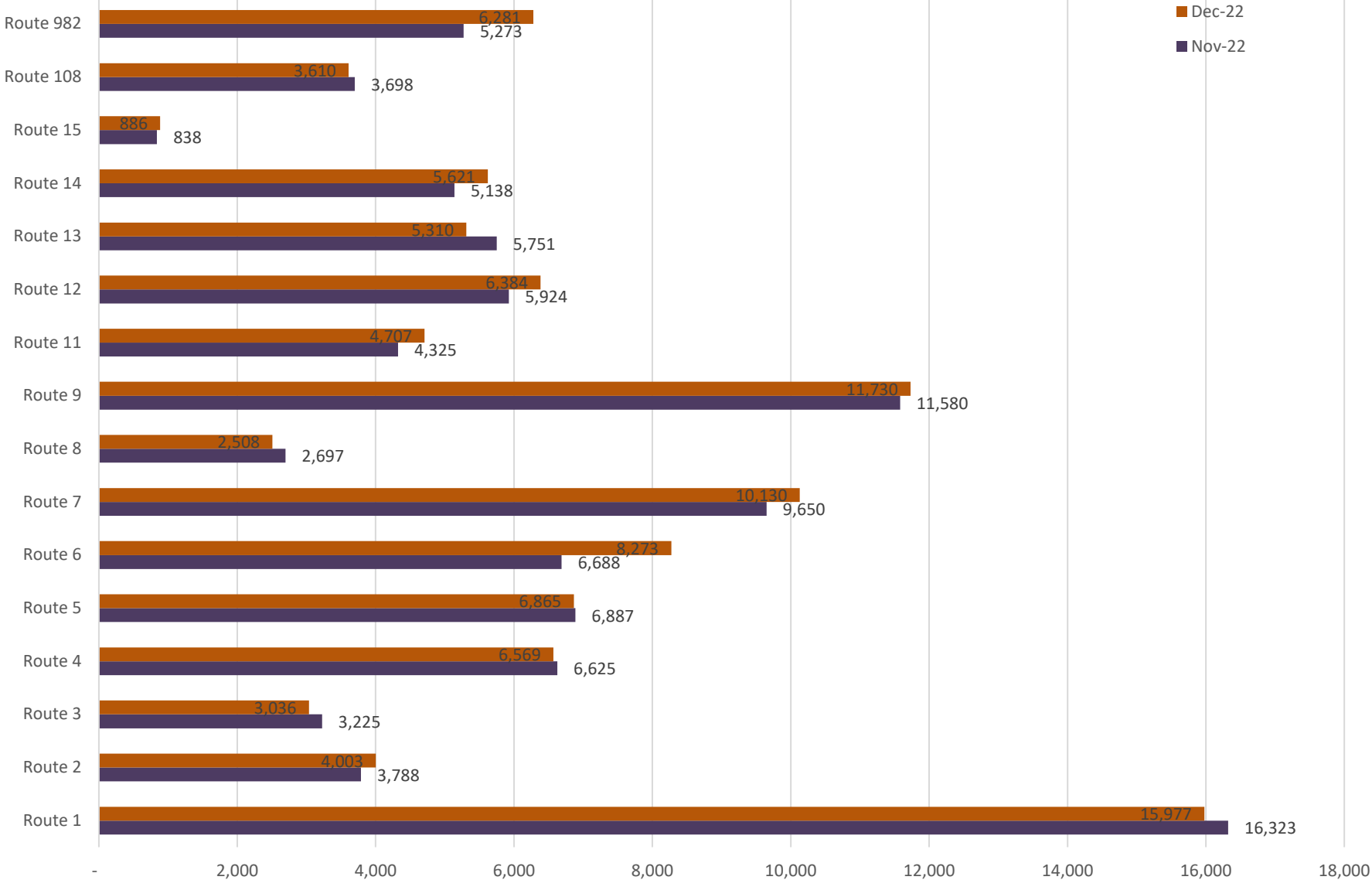
SEAT Monthly Fixed Route Boardings FY20/FY21/FY22/FY23



SEAT Fixed Route Boardings FY20-FY23

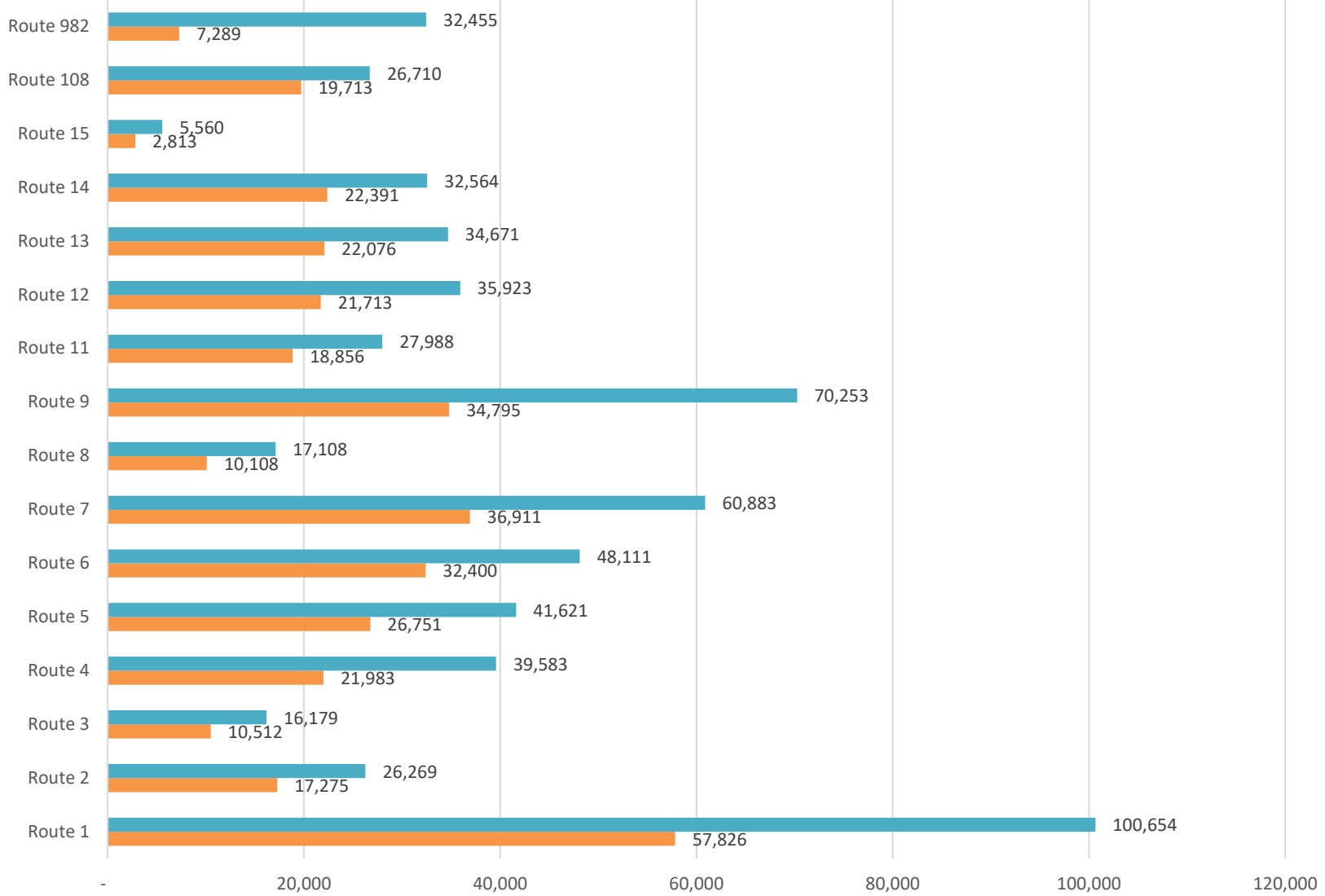


Monthly Ridership by Route Comparison Dec 22/Nov 22



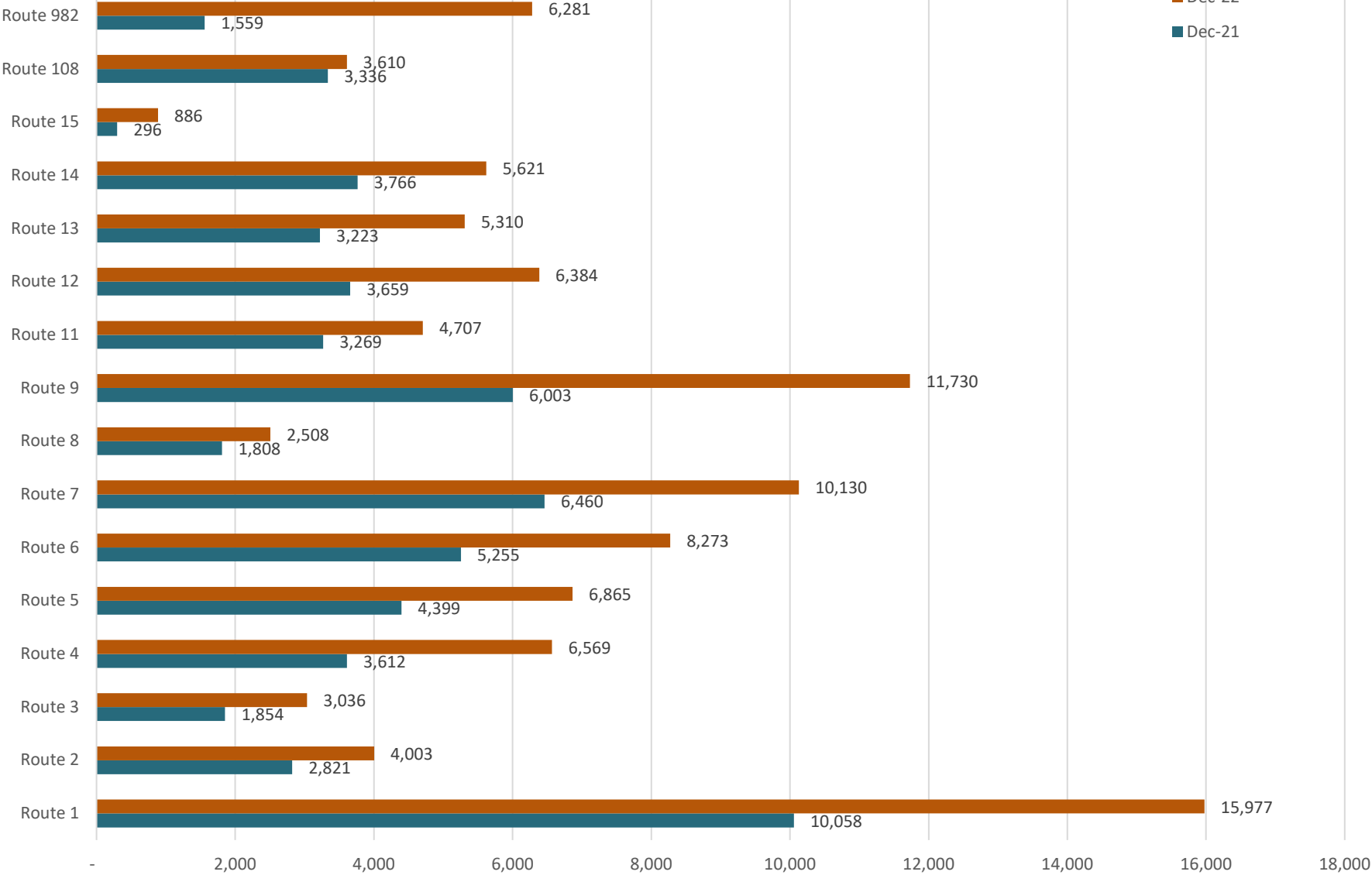
Ridership by Route, Year-to-Date Totals FY23 vs FY22

FY23 Total
FY22 Total

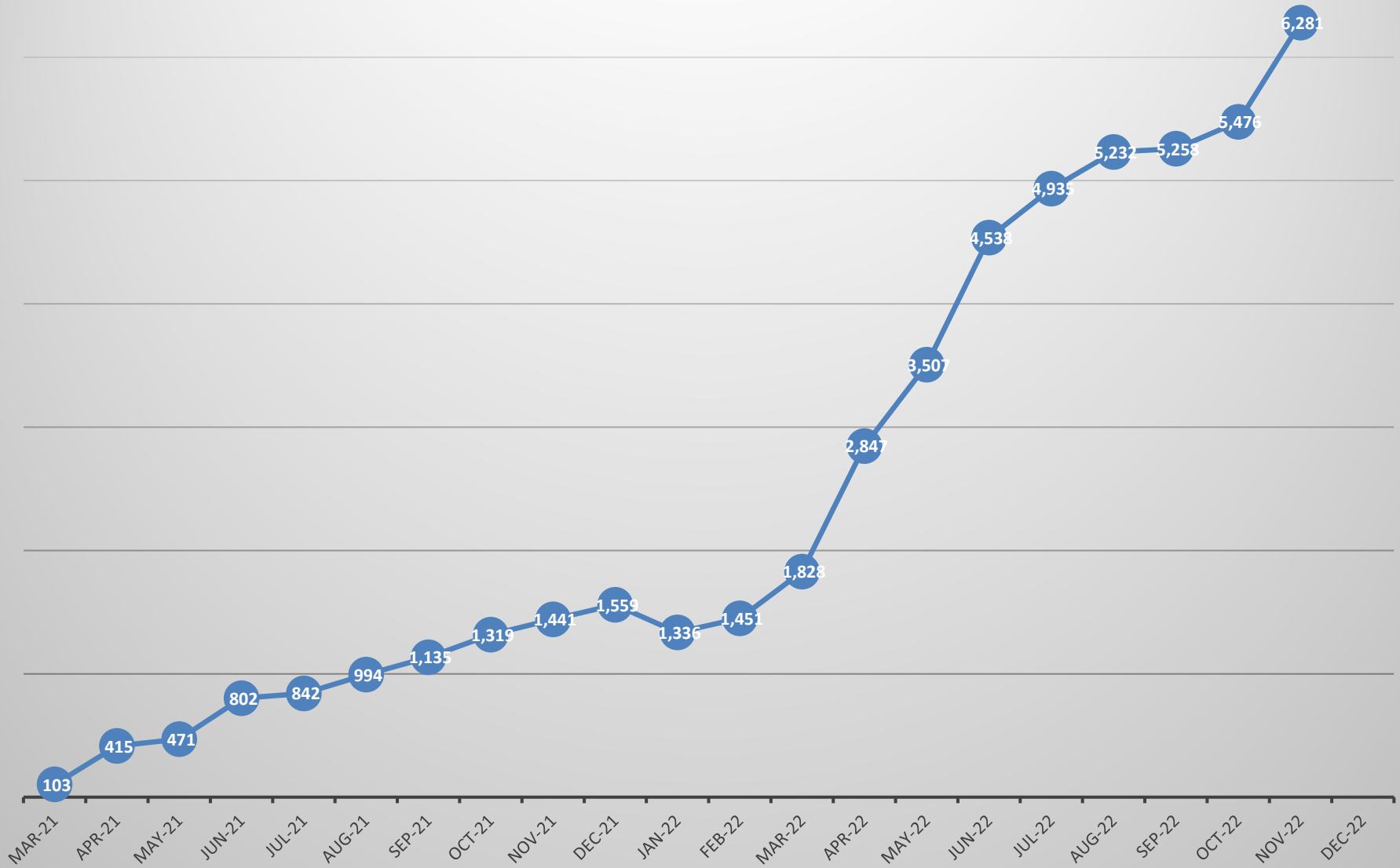


Monthly Ridership by Route Comparison Dec21/Dec22

Dec-22
Dec-21



Route 982 Ridership

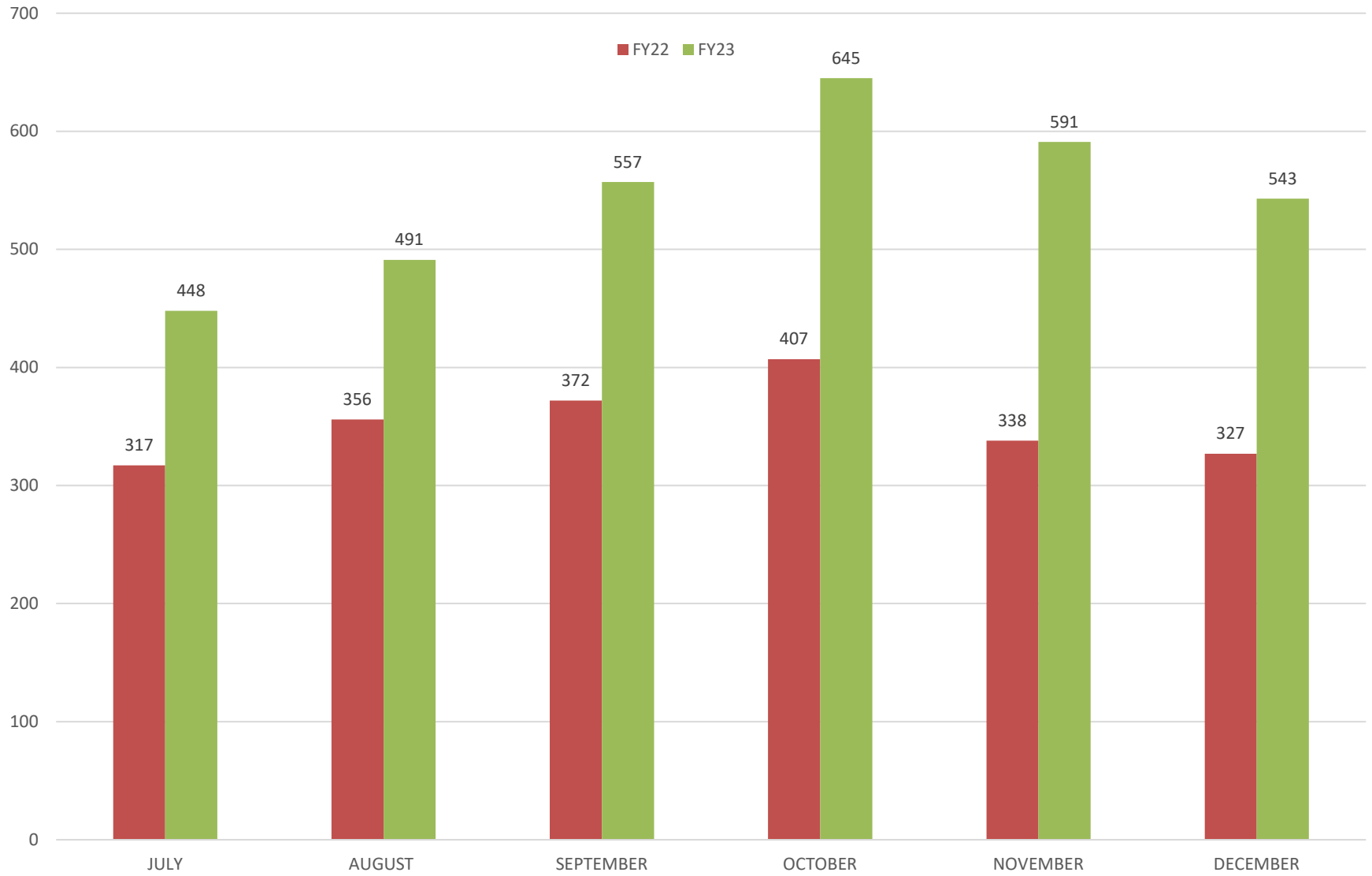


SEAT ADA PARATRANSIT RIDERSHIP

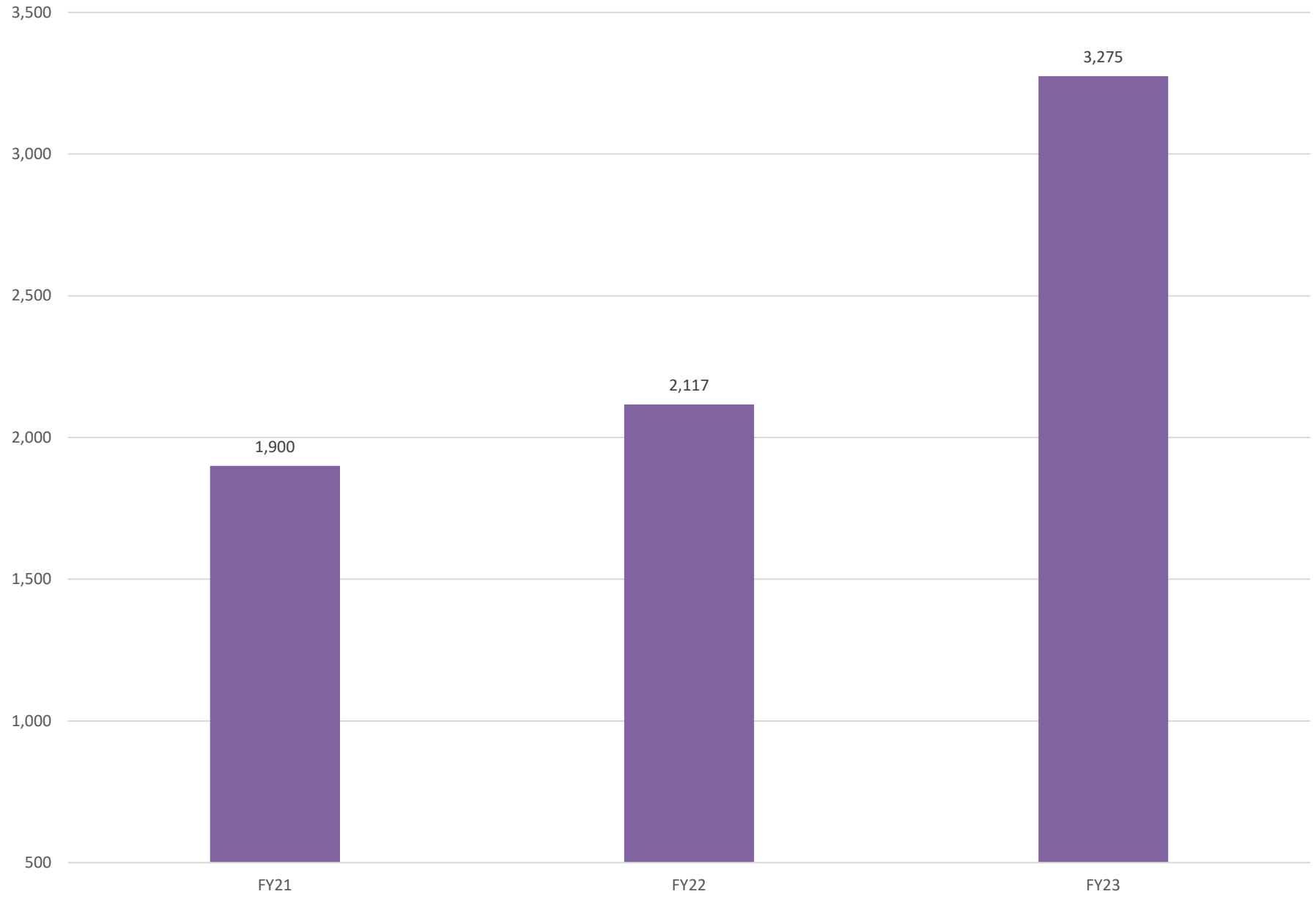
Dec-22

MONTH	FY19	FY20	FY21	FY22	FY23		Revenue Hours	Revenue Miles	Total Hours	Total Miles	Pax/ Service Hr	Pax Miles	Service mph
JULY	542	551	447	317	448	41.3%	340.1	4,734.1	482.8	6,742.1	0.9	3,166.7	13.9
AUGUST	516	522	442	356	491	37.9%	339.1	4,963.0	480.9	7,003.5	1.0	3,209.2	14.6
SEPTEMBER	457	501	425	372	557	49.7%	398.0	5,780.9	523.6	7,645.9	0.9	3,905.8	14.5
OCTOBER	555	537	342	407	645	58.5%	453.0	6,692.0	585.4	8,389.7	0.9	4,276.6	14.8
NOVEMBER	477	453	244	338	591	74.9%	414.7	5,891.7	566.1	7,664.8	0.8	3,871.7	14.2
DECEMBER	473	349	296	327	543	66.1%	376.0	5,194.0			0.9		13.8
JANUARY	516	439	310	280		-100.0%					#DIV/0!		#DIV/0!
FEBRUARY	504	400	302	303		-100.0%					#DIV/0!		#DIV/0!
MARCH	579	278	344	326		-100.0%					#DIV/0!		#DIV/0!
APRIL	530	144	303	477		-100.0%					#DIV/0!		#DIV/0!
MAY	554	159	252	437		-100.0%					#DIV/0!		#DIV/0!
JUNE	511	292	287	495		-100.0%					#DIV/0!		#DIV/0!
TOTAL	3,020	2,564	1,900	2,117	3,275	54.7%	2,321	33,256	2,639	37,446	1.4	18,430	14.3

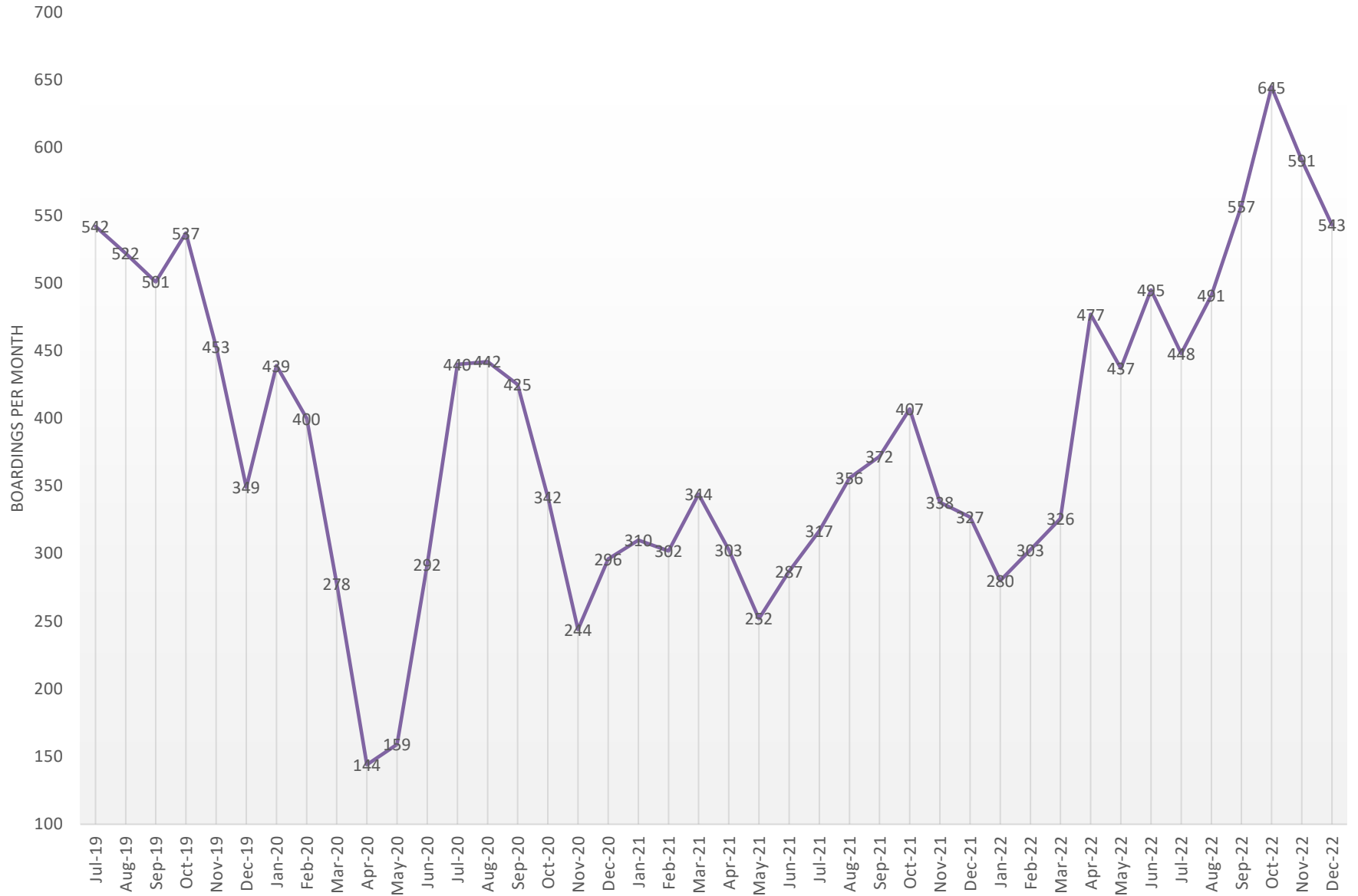
SEAT (ECTC) Monthly Paratransit Trips FY22-23



FY20, FY 21, FY22 Cumulative SEAT ADA Paratransit Boardings YTD



SEAT ADA Monthly Boardings FY20-23



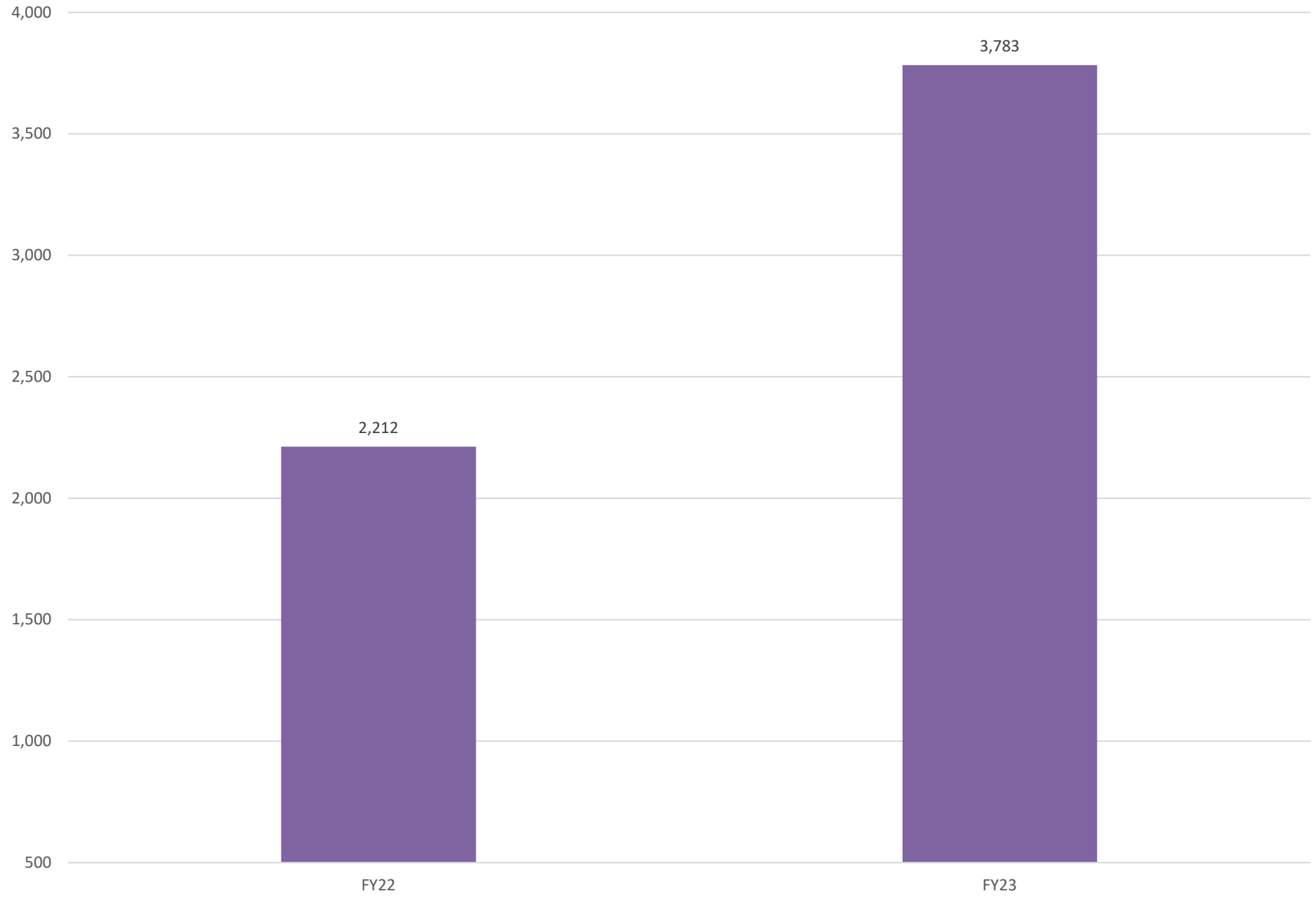
SEAT HOP RIDERSHIP

Dec-22

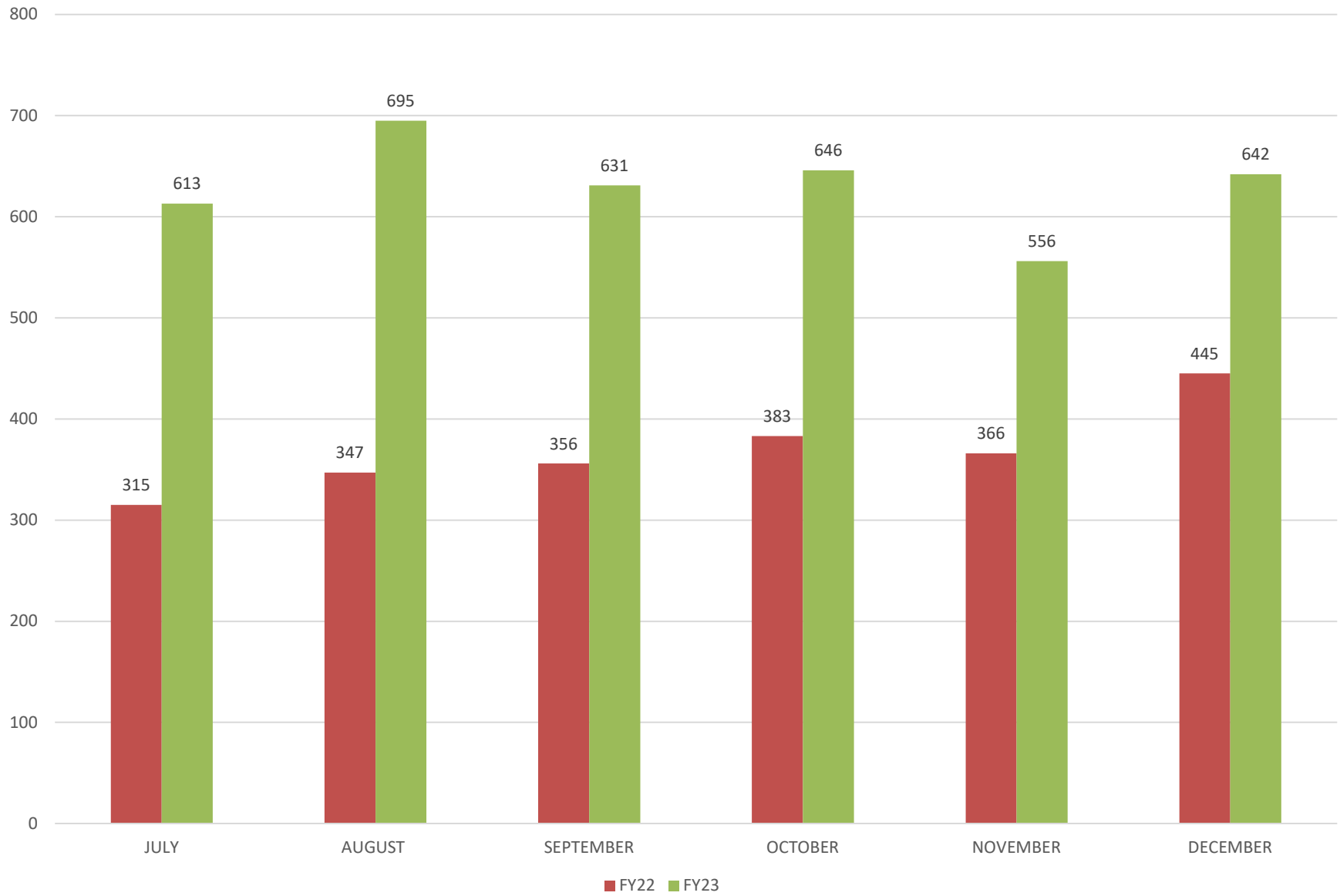
MONTH	FY22	FY23		Revenue Hours	Revenue Miles	Total Hours	Total Miles	Pax Miles	Pax/ Service Hr	Service mph	Mean Wait Time (Minutes)	Dispatch Bookings	App Bookings	Web Bookings	Flag Down Bookings	Average Requests Per Rider	Percent No Shows
JULY	315	613	94.6%	250.5	4,178.5	316.1	5,417.6	2,741.5	2.4	16.7	28.6	42%	57%	1%	1%	7.8	3.2%
AUGUST	347	695	100.3%	256.8	4,763.8	349.1	6,137.4	2,916.7	2.7	18.6	30.5	42%	56%	1%	2%	9.0	2.5%
SEPTEMBER	356	631	77.2%	238.1	4,306.6	319.9	5,547.7	2,723.8	2.6	18.1	25.6	42%	57%	0%	1%	8.9	2.2%
OCTOBER	383	646	68.7%	240.0	4,331.0	315.5	5,349.1	2,380.0	2.7	18.0	23.0	42%	57%	2%	3%	8.7	2.2%
NOVEMBER	366	556	51.9%	237.3	3,790.6	318.2	5,023.5	2,162.7	2.3	16.0	16.7	42%	58%	0%	2%	8.6	1.6%
DECEMBER	445	642	44.3%	240.1	3,942.9	317.4	5,182.3	2,311.6	2.7	16.4	19.9	47%	52%	1%	0%	8.7	2.0%
JANUARY	393		-100.0%						#DIV/0!	#DIV/0!							
FEBRUARY	428		-100.0%						#DIV/0!	#DIV/0!							
MARCH	482		-100.0%						#DIV/0!	#DIV/0!							
APRIL	461		-100.0%						#DIV/0!	#DIV/0!							
MAY	457		-100.0%						#DIV/0!	#DIV/0!							
JUNE	617		-100.0%						#DIV/0!	#DIV/0!							
TOTAL	2,212	3,783	71.0%	1,463	25,313	1,936	32,658	15,236	2.6	17.3							

Note: Implemented Spare Software

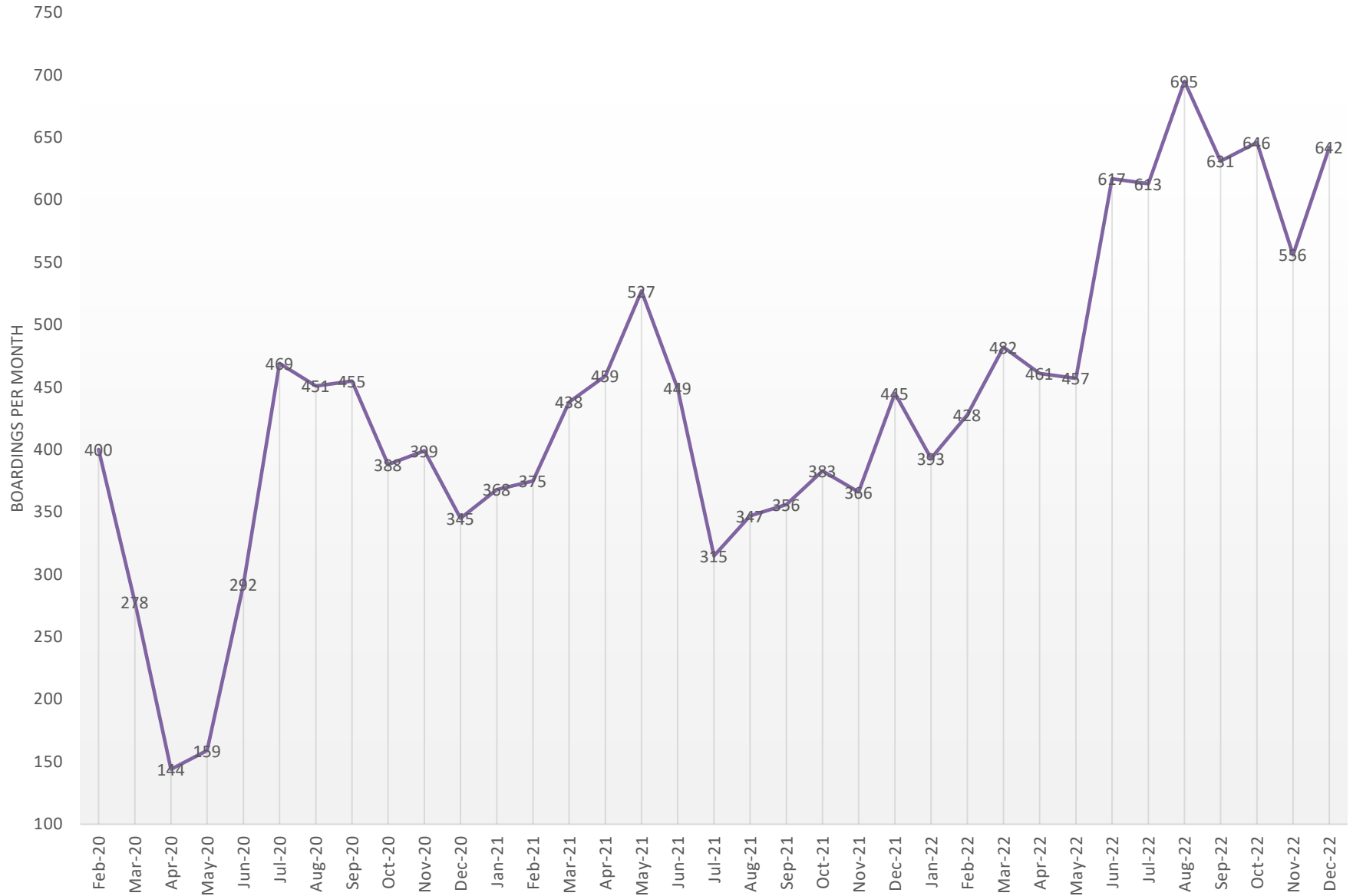
FY 22, FY23 Cumulative HOP Boardings YTD



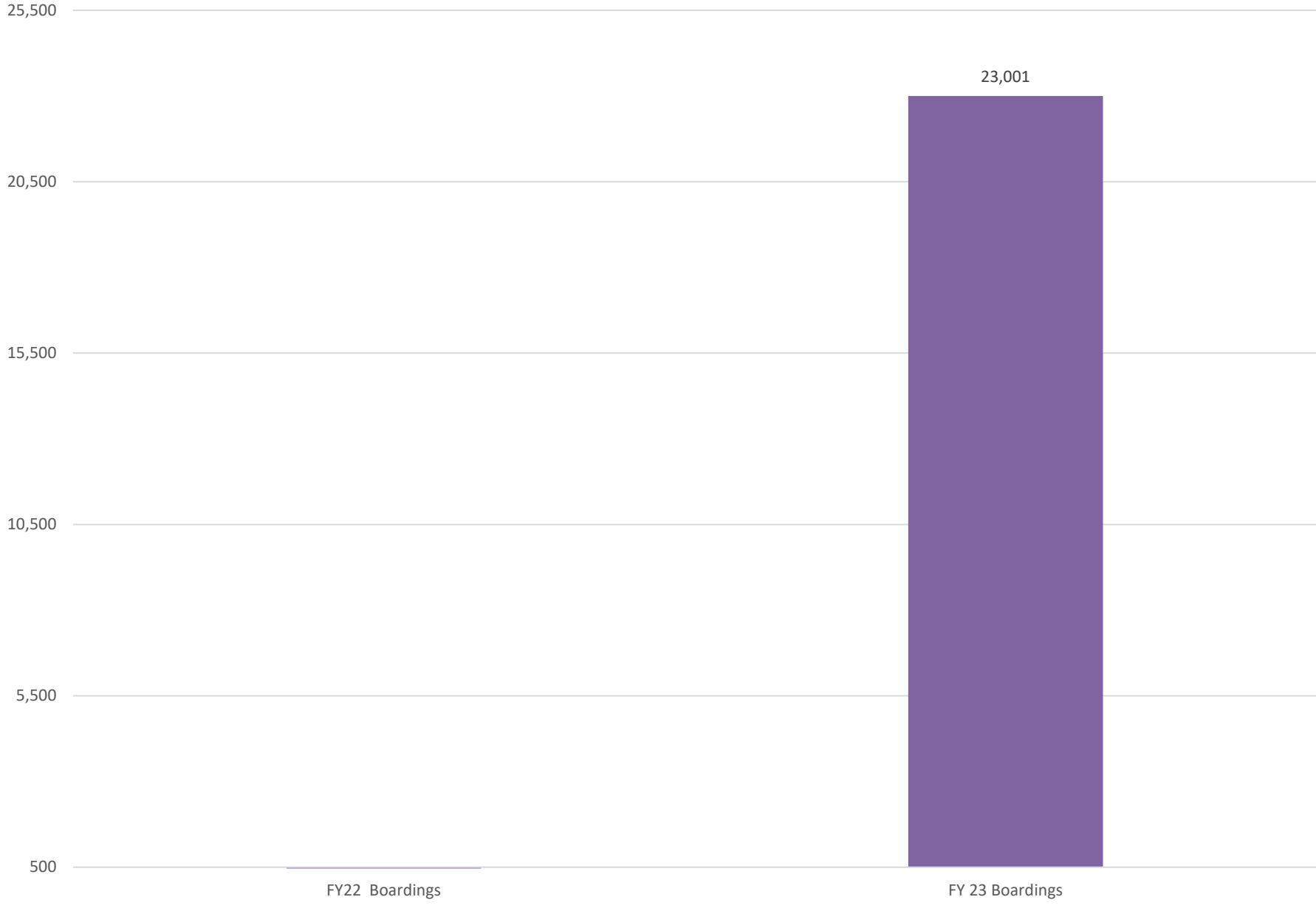
SEAT Monthly HOP Trips FY22-23



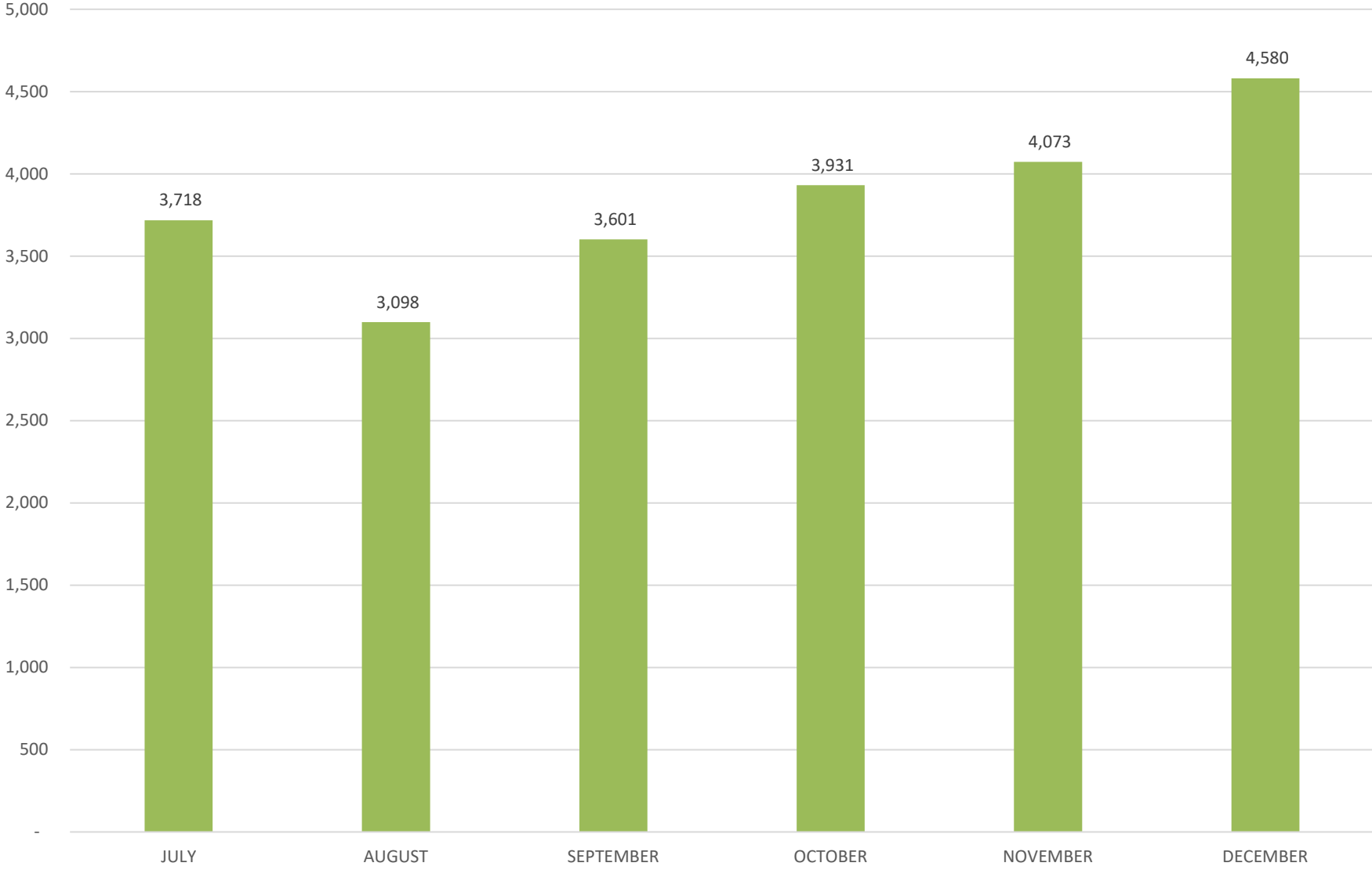
SEAT HOP Monthly Boardings FY21-23



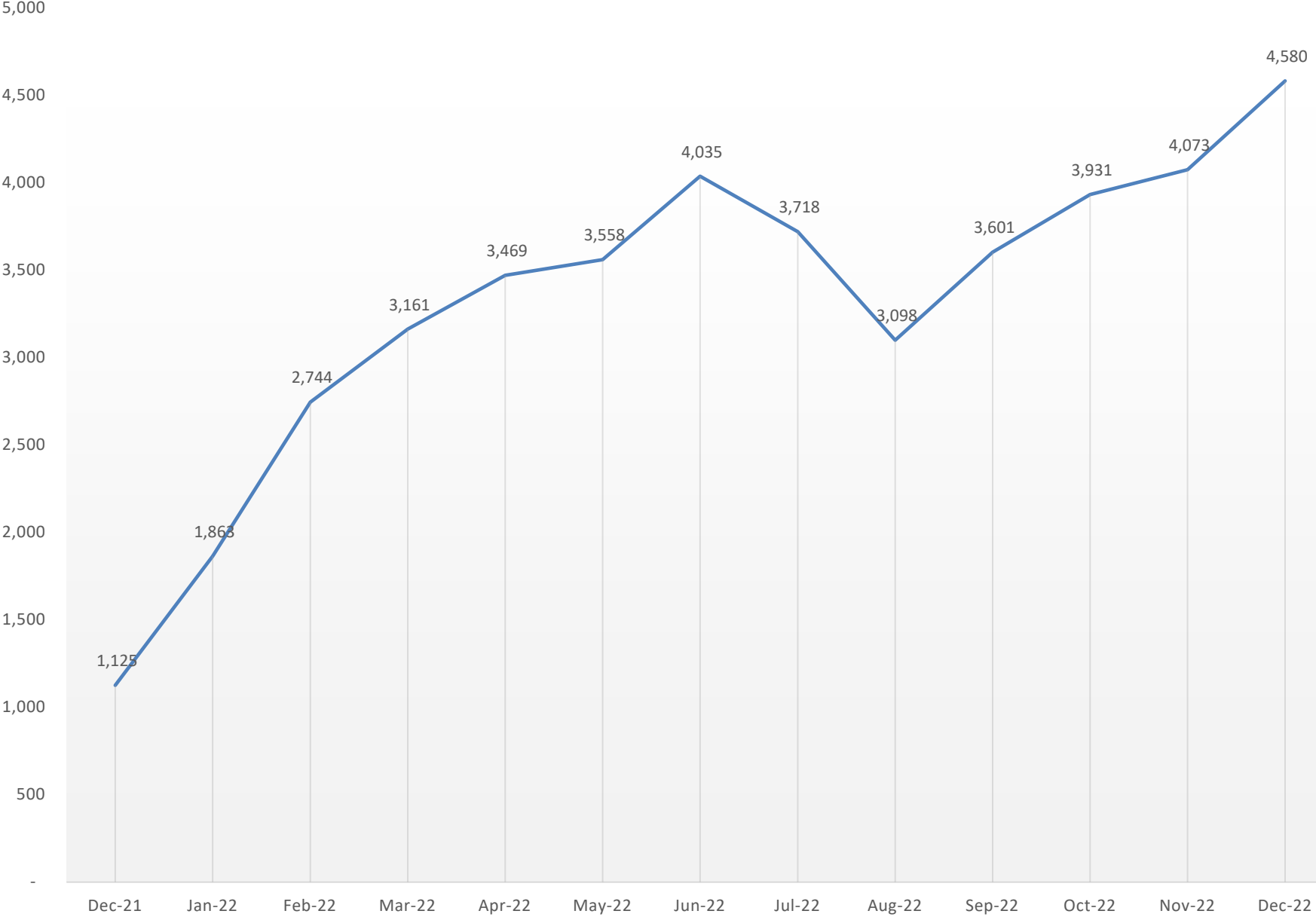
FY22 Cumulative SEAT SMART RIDE Boardings YTD



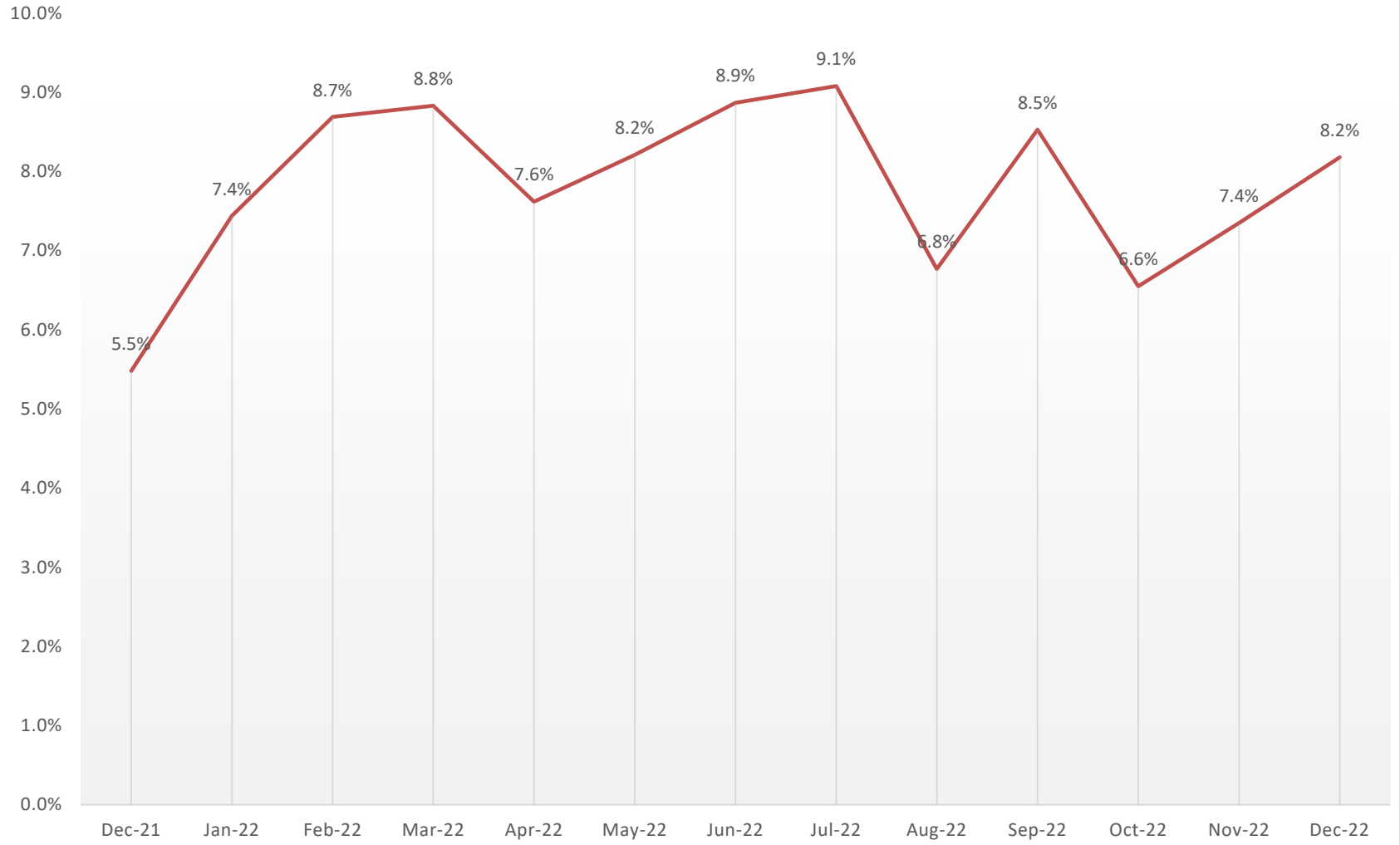
SEAT Monthly Smart Ride Trips FY22



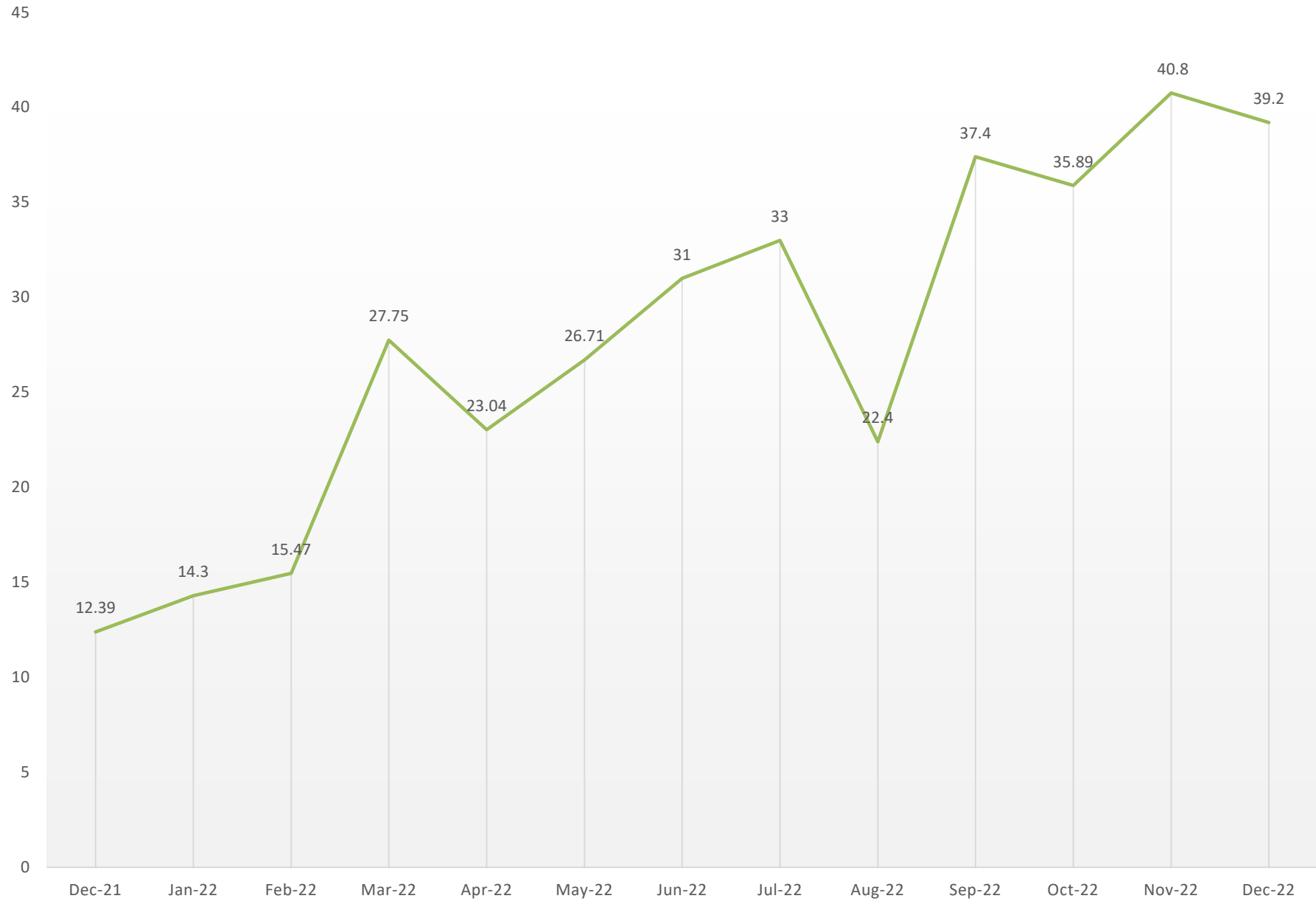
Smart Ride Boardings



Smart Ride % No Shows



Smart Ride Mean Wait Time (Minutes)



SEAT Board Review Item

Date of Board Meeting: January 18, 2023

Subject: FY24 Operating Budget

Management Discussion/Recommendation: The FY24 Operating Budget is attached. The total budget includes Smart Ride as well as break-outs for ADA Paratransit and Stonington HOP. The total increase over the current budget is 11% or \$9,048,243. Some key points:

- 3% wage increase (per the CBA)
- 10% Fringe increase
- Four additional position (Road Supervisor, Facilities Manager, FT Customer Service Representatives – 1 FT and 1 PT.
- Reduction in Operator overtime to reflect meeting recruitment goals
- 10% increase for parts/supplies
- 30% increase for fuel (reflecting the recent price lock)

For revenues, we have made the following assumptions:

- Resumption of fare collection and a 20% decline in ridership from current fare-free levels
- State funding at 73% of all operating modes (Fixed Route, ADA Paratransit, HOP and Smart Ride)
- 10% increase in local funding for Fixed Route, ADA Paratransit and HOP at current service levels
- 20% local match funding by New London for Smart Ride (\$110,115)
- FTA capital grants to offset preventative maintenance and administrative overhead
- FTA ARP grant to balance any deficit (projected at \$159,893).

I am having discussions with Groton about a MicroTransit service option for the Mystic/Noank area but those projected costs are not incorporated into this document.

Board Action:

SEAT Revenue

	FY22 Actual	FY23 Projected	FY24 Plan	Percent of Total Revenue	FY23/FY24 Variance	FY23/FY24 % Change
Revenue						
Passenger Fares - Bus	\$ 490,395	\$ 240,000	\$ 960,000	11%	\$ 720,000	300%
Passenger Fares - Stop & Shop	\$ -	\$ 5,000	\$ 10,000	0.1%	\$ 5,000	100%
Passenger Fares - ADA	\$ 9,108	\$ 4,800	\$ 12,000	0.1%	\$ 7,200	150%
Passenger Fares - HOP	\$ -	\$ 2,000	\$ 6,000	0.1%	\$ 4,000	200%
Passenger Fares - Smart Ride	\$ -	\$ 18,072	\$ 36,000	0.4%	\$ 17,928	99%
WTW - ECWIB/DSS	\$ -	\$ 5,000	\$ 10,000	0.1%	\$ 5,000	100%
Total	\$ 499,503	\$ 274,872	\$ 1,034,000	11%	\$ 759,128	276%
Subsidies						
Local Government Grants*	\$ 561,810	\$ 578,664	\$ 736,645	8%	\$ 157,981	27%
State Grants - Bus	\$ 4,659,432	\$ 5,403,432	\$ 5,793,687	64%	\$ 390,255	7%
State Grants - ADA	\$ 176,528	\$ 200,529	\$ 259,995	3%	\$ 59,466	30%
State Grants - HOP	\$ -	\$ -	\$ 183,521	2%	\$ 183,521	#DIV/0!
State Grants - Smart Ride	\$ -	\$ -	\$ 368,013	4%	\$ 368,013	#DIV/0!
State Free Fare Reimbursement	\$ -	\$ 540,000	\$ -	0%	\$ (540,000)	-100%
FTA ARP Grant	\$ 1,248,166	\$ 1,617,450	\$ 159,893	2%	\$ (1,457,557)	-90%
FTA PM Capital			\$ 200,000	2%	\$ 200,000	#DIV/0!
State PM Capital			\$ 40,000	0%	\$ 40,000	#DIV/0!
FTA Admin Capital			\$ 175,000	2%	\$ 175,000	#DIV/0!
State Admin Capital			\$ 35,000	0%	\$ 35,000	#DIV/0!
Total	\$ 6,645,936	\$ 8,340,075	\$ 7,951,756	88%	\$ (598,319)	-5%
Miscellaneous						
	\$ -					
Advertising	\$ 38,573	\$ 62,487	\$ 62,487	1%	\$ -	0%
Interest	\$ -	\$ -	\$ -	0%	\$ -	#DIV/0!
SIR	\$ 75,854	\$ -	\$ -	0%	\$ -	#DIV/0!
Miscellaneous	\$ -	\$ -	\$ -	0%	\$ -	#DIV/0!
Total	\$ 114,427	\$ 62,487	\$ 62,487	1%	\$ -	0%
Total Revenue	\$ 7,259,866	\$ 8,677,434	\$ 9,048,243		\$ 160,809	4%
Total Expenses			\$ 9,048,243			
Deficit/Surplus			\$ (0)			

* Includes \$100,115 NL Local Match for Smart Ride

SEAT Expenses - Consolidated (All Modes)

Operations

	FY22 Actual	FY23 Projected	FY24 Plan	FY23/FY24 Variance	FY23/FY24 % Change
Operator Wages	\$ 1,680,989	\$ 2,000,503	\$ 2,091,940	\$ 91,436.86	4.6%
Operator Overtime	\$ 346,848	\$ 554,700	\$ 475,345	\$ (79,354.85)	-14%
Other Wages/Overtime	\$ 243,444	\$ 302,146	\$ 369,450	\$ 67,304.37	22%
Fringe Benefits	\$ 1,629,240	\$ 1,935,648	\$ 2,124,389	\$ 188,741.28	10%
Contracted Services	\$ 11,543	\$ 300,730	\$ 315,542	\$ 14,812.85	5%
Tires & Tubes	\$ 61,099	\$ 91,717	\$ 95,179	\$ 3,462.60	4%
Fuel	\$ 350,970	\$ 602,107	\$ 782,787	\$ 180,679.90	30%
Other Materials/Supplies	\$ 72,863	\$ 32,510	\$ 33,486	\$ 975.31	3%
Miscellaneous	\$ -	\$ 262	\$ 269	\$ 7.85	3%
Total	\$ 4,396,996	\$ 5,820,322	\$ 6,288,389	\$ 468,066.17	8%

Maintenance

Salaries/Wages	\$ 570,421	\$ 611,537	\$ 690,523	\$ 78,986.10	13%
Maintenance Overtime	\$ 98,074	\$ 77,285	\$ 79,603	\$ 2,318.54	3%
Fringe Benefits	\$ 386,399	\$ 391,121	\$ 431,433	\$ 40,312.08	10%
Contracted Services	\$ 137,080	\$ 131,897	\$ 145,086	\$ 13,189.68	10%
Fuel/Lubricants	\$ 63,940	\$ 67,740	\$ 75,085	\$ 7,345.01	11%
Other Materials/Supplies	\$ 189,485	\$ 231,133	\$ 256,239	\$ 25,106.28	11%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 1,445,399	\$ 1,510,712	\$ 1,677,970	\$ 167,257.69	11%

Administration

Salaries/Wages	\$ 208,658	\$ 244,692	\$ 305,853	\$ 61,160.76	25%
Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ 98,854	\$ 121,114	\$ 133,225	\$ 12,111.36	10%
Management Services	\$ 207,736	\$ 215,693	\$ 222,164	\$ 6,470.78	3%
Contracted Services	\$ 85,571	\$ 95,616	\$ 105,178	\$ 9,561.60	10%
Other Materials/Supplies	\$ 29,683	\$ 4,922	\$ 5,415	\$ 492.24	10%
Liability Insurance	\$ 55,913	\$ 10,819	\$ 58,500	\$ 47,680.80	441%
Utilities	\$ 47,497	\$ 45,019	\$ 46,370	\$ 1,350.58	3%
Telephone/Internet	\$ 31,960	\$ 34,128	\$ 35,152	\$ 1,023.84	3%
Interest Expense	\$ 17,764	\$ 43,781	\$ 45,094	\$ 1,313.42	3%
Miscellaneous	\$ 20,014	\$ 751	\$ 774	\$ 22.54	3%
Contingency	\$ 92,591	\$ 9,468	\$ 90,000	\$ 80,532.00	851%
Total	\$ 896,241	\$ 826,003	\$ 1,047,723	\$ 221,719.92	27%

Building Maintenance

Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Heating Oil	\$ 34,034	\$ 24,401	\$ 34,161	\$ 9,760.32	40%
Property Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 34,034	\$ 24,401	\$ 34,161	\$ 9,760.32	40%

Grand Total	\$ 6,772,670	\$ 8,181,439	\$ 9,048,243	\$ 866,804.11	11%
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SEAT Expenses - Fixed Route (MB)

81.2%

Operations

	FY22 Actual	FY23 Projected	FY24 Plan	FY23/FY24 Variance	FY23/FY24 % Change
Operator Wages	\$ 1,680,989	\$ 1,737,269	\$ 1,789,387	\$ 52,118	3.0%
Operator Overtime	\$ 346,848	\$ 402,758	\$ 414,841	\$ 12,083	3.0%
Other Wages/Overtime	\$ 243,444	\$ 287,815	\$ 354,690	\$ 66,874	23.2%
Fringe Benefits	\$ 1,629,240	\$ 1,763,890	\$ 1,940,279	\$ 176,389	10.0%
Contracted Services	\$ 11,543	\$ 11,182	\$ 11,517	\$ 335	3.0%
Tires & Tubes	\$ 61,099	\$ 63,319	\$ 65,219	\$ 1,900	3.0%
Fuel	\$ 350,970	\$ 502,865	\$ 678,649	\$ 175,784	35.0%
Other Materials/Supplies	\$ 72,863	\$ 32,510	\$ 33,486	\$ 975	3.0%
Miscellaneous	\$ -	\$ 262	\$ 269	\$ 8	3.0%
Total	\$ 4,396,996	\$ 4,801,870	\$ 5,288,336	\$ 486,467	10%

Maintenance

Salaries/Wages	\$ 570,421	\$ 558,319	\$ 633,309	\$ 74,990	13.4%
Maintenance Overtime	\$ 98,074	\$ 77,285	\$ 79,603	\$ 2,319	3.0%
Fringe Benefits	\$ 386,399	\$ 386,215	\$ 424,837	\$ 38,622	10.0%
Contracted Services	\$ 137,080	\$ 127,421	\$ 140,163	\$ 12,742	10.0%
Fuel/Lubricants	\$ 63,940	\$ 67,740	\$ 75,085	\$ 7,345	10.8%
Other Materials/Supplies	\$ 189,485	\$ 193,946	\$ 213,341	\$ 19,395	10.0%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 1,445,399	\$ 1,410,926	\$ 1,566,338	\$ 155,411	11%

Administration

Salaries/Wages	\$ 208,658	\$ 244,692	\$ 305,853	\$ 61,161	25.0%
Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ 98,854	\$ 121,114	\$ 133,225	\$ 12,111	10.0%
Management Services	\$ 207,736	\$ 215,693	\$ 222,164	\$ 6,471	3.0%
Contracted Services	\$ 85,571	\$ 95,616	\$ 105,178	\$ 9,562	10.0%
Other Materials/Supplies	\$ 29,683	\$ 4,922	\$ 5,415	\$ 492	10.0%
Liability Insurance	\$ 55,913	\$ 10,819	\$ 58,500	\$ 47,681	440.7%
Utilities	\$ 47,497	\$ 45,019	\$ 46,370	\$ 1,351	3.0%
Telephone/Internet	\$ 31,960	\$ 34,128	\$ 35,152	\$ 1,024	3.0%
Interest Expense	\$ 17,764	\$ 43,781	\$ 45,094	\$ 1,313	3.0%
Miscellaneous	\$ 20,014	\$ 751	\$ 774	\$ 23	3.0%
Contingency	\$ 92,591	\$ 9,468	\$ 90,000	\$ 80,532	850.6%
Total	\$ 896,241	\$ 826,003	\$ 1,047,723	\$ 221,720	27%

Building Maintenance

Contracted Services	\$ -	\$ -	\$ -	\$ (127,421)	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Heating Oil	\$ 34,034	\$ 24,401	\$ 34,161	\$ 9,760	40.0%
Property Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 34,034	\$ 24,401	\$ 34,161	\$ 9,760	40%

Grand Total	\$ 6,772,670	\$ 7,063,200	\$ 7,936,558	\$ 873,358	12%
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SEAT Expenses - ADA (DR/PT)

5.6%

Operations

	FY22 Actual	FY23 Projected	FY24 Plan	FY23/FY24 Variance	FY23/FY24 % Change
Operator Wages	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Operator Overtime	\$ 1,002	\$ -	\$ -	\$ -	#DIV/0!
Other Wages/Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contracted Services	\$ 245,647	\$ 289,548	\$ 304,025	\$ 14,477	5%
Tires & Tubes	\$ 1,814	\$ 1,814	\$ 1,995	\$ 181	10%
Fuel	\$ 17,608	\$ 28,481	\$ 24,805	\$ (3,676)	-13%
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 266,071	\$ 319,843	\$ 330,826	\$ 10,983	3%

Maintenance

Salaries/Wages	\$ 9,976	\$ 9,374	\$ 9,656	\$ 281	3%
Maintenance Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ 4,945	\$ 4,906	\$ 5,396	\$ 491	10%
Contracted Services	\$ 1,362	\$ -	\$ -	\$ -	#DIV/0!
Fuel/Lubricants	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ 3,362	\$ 9,346	\$ 10,280	\$ 935	10%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 19,645.00	\$ 23,625.60	\$ 25,331.95	\$ 1,706.35	7%

Administration

Salaries/Wages	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Management Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Liability Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Utilities	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Telephone/Internet	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contingency	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Bulding Maintenance

Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Heating Oil	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Property Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Grand Total	\$ 285,716	\$ 343,468	\$ 356,158	\$ 12,689	4%
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SEAT Expenses - HOP (DR/DO)

3.5%

Operations

	FY22 Actual	FY23 Projected	FY24 Plan	FY23/FY24 Variance	FY23/FY24 % Change
Operator Wages	\$ 162,600	\$ 104,820	\$ 112,160	\$ 7,340.00	7%
Operator Overtime	\$ 1,946	\$ 16,344	\$ 16,824	\$ 480.00	3%
Other Wages/Overtime	\$ 5,472	\$ 14,330	\$ 14,760	\$ 429.91	3%
Fringe Benefits	\$ 52,236	\$ 75,288	\$ 82,817	\$ 7,528.80	10%
Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Tires & Tubes	\$ -	\$ 1,049	\$ 1,154	\$ 104.88	10%
Fuel	\$ 11,075	\$ 14,244	\$ 15,343	\$ 1,099.21	8%
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 233,329	\$ 226,075	\$ 243,058	\$ 16,982.80	8%

Maintenance

Salaries/Wages	\$ -	\$ -	\$ 2,400	\$ 2,400.00	#DIV/0!
Maintenance Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ -	\$ -	\$ 1,200	\$ 1,200.00	#DIV/0!
Contracted Services	\$ -	\$ 192	\$ 211	\$ 19.20	10%
Fuel/Lubricants	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ 4,486	\$ 2,306	\$ 4,530	\$ 2,223.60	96%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 4,486	\$ 2,498	\$ 8,341	\$ 5,842.80	234%

Administration

Salaries/Wages	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Management Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Liability Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Utilities	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Telephone/Internet	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contingency	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Building Maintenance

Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Heating Oil	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Property Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Grand Total	\$ 237,815	\$ 228,574	\$ 251,399	\$ 22,825.60	10%
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SEAT Expenses - Smart Ride (DR/DO)

9.7%

Operations

	FY22 Actual (Dec-Jun)	FY23 Projected	FY24 Plan	FY23/FY24 Variance	FY23/FY24 % Change
Operator Wages	\$ 92,307	\$ 158,414	\$ 190,393	\$ 31,979	20%
Operator Overtime	\$ 36,534	\$ 135,598	\$ 43,680	\$ (91,918)	-68%
Other Wages/Overtime	\$ 14,165	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ 40,674	\$ 96,470	\$ 101,294	\$ 4,824	5%
Contracted Services	\$ 11,426	\$ -	\$ -	\$ -	#DIV/0!
Tires & Tubes	\$ 763	\$ 25,535	\$ 26,812	\$ 1,277	5%
Fuel	\$ 25,190	\$ 56,518	\$ 63,990	\$ 7,472	13%
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 221,059	\$ 472,535	\$ 426,169	\$ (46,366)	-10%

Maintenance

Saleries/Wages	\$ -	\$ 43,843	\$ 45,158	\$ 1,315	3%
Maintenance Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contracted Services	\$ 3,224	\$ 4,284	\$ 4,712	\$ 428	10%
Fuel/Lubricants	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ 24,897	\$ 25,535	\$ 28,088	\$ 2,553	10%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ 28,121	\$ 73,662	\$ 77,959	\$ 4,297	6%

Administration

Salaries/Wages	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Overtime	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Management Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Liability Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Utilities	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Telephone/Internet	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Interest Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Miscellaneous	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Contingency	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Bulding Maintenance

Contracted Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Materials/Supplies	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Heating Oil	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Property Insurance	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Grand Total	\$ 249,180	\$ 546,197	\$ 504,128	\$ (42,069)	-8%
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**SOUTHEAST AREA TRANSIT DISTRICT
BOARD OF DIRECTORS
January 1, 2022**

EAST LYME

Kevin Seery
First Selectman
Town of East Lyme
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Niantic, CT 06357
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First Selectman
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Aundre Bumgardner
Town Councilor
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New London Parking Authority
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VACANT

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