

Windham Region Transit District

Regular Board Meeting

Friday June 12, 2015 - 2:00 p.m.

Windham Region Transit District Board Room

115 Ash Street, Willimantic, CT

REGULAR MEETING MOTIONS and MINUTES

Voting Members Present: M. Roach, Chair (Coventry), M. Hart, Vice Chair (Mansfield) (arr. 2:30), T. Coonradt (Windham), T. Currier (Columbia), T. McNally, Secretary (Windham), Alex Marcellino (Mansfield)

Voting Members Excused: C. Abikoff (Ashford)

Staff Present: E. Grant, R. Kurcinik, L. Seymour, D. Noll

Guests Present: None

Public Present: None

1. Call to Order

Chair Roach called the meeting to order at 2:08 PM.

2. Public Participation

a. Proposed FY2016 Windham Region Transit District Agency Budget Public Hearing
None.

b. Items on the Agenda
None.

3. Secretary's Report

a. Approval of Minutes from the 5/26/2015 regular meeting of the Windham Region Transit District, the 5/27/2015 special meeting of the Windham Region Transit District, and the 3:00PM and 7:00PM sessions of the 4/23/2015 Public Hearings on Fare Changes
T. Coonradt MOVED to approve the minutes from the 5/26/2015 regular meeting of the Windham Region Transit District, the 5/27/2015 special meeting of the Windham Region Transit District, and the 3:00PM and 7:00PM sessions of the 4/23/2015 Public Hearings on Fare Changes. T. Currier SECONDED. MOTION PASSED with. A. Marcellino abstaining.

4. Correspondence

None.

5. Old Business

a. Facility Update

E. Grant Reported that the move-in date is Thursday, June 18.

b. FY 2016 Budget

L. Seymour presented a managerial budget for the board's review. T. Coonradt proposes that WRTD adopt the presented FY2016 budget. T. McNally SECONDED. Unanimous.

c. Town Appropriations

E. Grant has developed a letter to send out to the participating towns updating them on the current budget and offer to present to their boards on the additional requests.

6. Chairman's Report

None.

7. Reports of Officers & Staff

a. Financial Update

L. Seymour presented briefly on current cash flow and budget. T. Coonradt presented Seward & Mond as the auditing firm recommended by the finance committee.

b. Service Report

E. Grant reported on a marked decline in fixed route service which seems to be related to the winter change in the Willimantic City Bus schedule. A specialist reviewed the schedules, reported on his findings, and drafted a recommended time point schedule. R. Kurcinik reported that WRTD will be going out to bid in the near future for maintenance on all of the vehicles.

c. Report from Ellen Grant

E. Grant reported on a staff meeting earlier in the week where employees were updated on the new facility and shown the new trip tablets. Employees brought up a need for pay increases. Driver training on the new system will be held on 6/23, 6/24, and 6/25, with the goal to launch the new system on 7/1. WRTD now has a crime policy in place. WRTD has signed on with USI as our insurance broker. We have requested permission from ConnDOT to add a late trip on the Storrs-Willimantic Bus service.

8. New Business

a. Personnel Meeting Date

Consensus of the board is to hold a special meeting of the Personnel Committee at 1pm on 6/19.

9. Executive Session

a. Discussion and possible action concerning attorney client privileged communication concerning personnel matter, in accordance with Connecticut General Statutes §1-200(6)(E)

M. Hart MOVED that the board enter executive session for discussion and possible action concerning attorney client privileged communication concerning personnel matter, in accordance with Connecticut General Statutes §1-200(6)(E). T. Coonradt SECONDED. MOTION

PASSED UNIMOUSLY. The Board entered executive session at 3:31 PM with E. Grant and R. Kurcinik present. Executive Session ended at 3:44 PM. No action was taken.

10. Other Business

None.

11. Next Meeting 2:30PM Friday, July 10, 2015

M. Hart MOVED to adjust the regular meetings of the Board of Directors to the 4th Friday of every month. T. McNally SECONDED. MOTION PASSED unanimously.

12. Adjourn

Meeting adjourned at 3:45PM