

Windham Region Transit District
Regular Board of Directors Meeting
Friday, August 26, 2016–2:30 p.m.
Windham Region Transit District Board Room
28 South Frontage Road, Mansfield Center, CT
REGULAR MEETING MOTIONS and MINUTES

Board Members Present: Marge Roach, Terry Coonradt, Tom Currier, Alex Marcellino

Board Members Absent: Matt Hart, Chris Abikoff

Staff Present: Ellen Grant, Rose Kurcinik, Lisa Seymour, Dagmar Noll

Guests Present: Jim Wright

Public Present: None.

1. Call to Order

M. Roach called the meeting to order at 2:31p.m. M. Roach MOVED to add Appointment of a New Member to New Business. T. Currier SECONDED. MOTION PASSED unanimously. A. Marcellino MOVED to move New Business to 2.a., under Public Participation. T. Currier SECONDED. MOTION PASSED unanimously.

2. Public Participation

a. New Business: Appointment of a New Member

T. Coonradt MOVED that the WRTD BOARD accept the appointment of Jim Wright to the Windham Region Transit District Board of Directors representing the Town of Windham. T. Currier SECONDED. MOTION PASSED unanimously.

3. Secretary's Report

a. Approval of Minutes from the 6/24/2016 Regular Meeting of the Windham Region Transit District Board of Directors

T. Currier MOVED to approve the minutes from the 6/24/2016 Special Meeting of the Windham Region Transit District. T. Coonradt SECONDED. MOTION PASSED unanimously.

4. Correspondence

E. Grant distributed the notes from ConnDOT's public hearings.

5. Chairman's Report

None.

6. Reports of Officers and Staff

a. Report from the Finance Committee

No report.

b. Report from the Personnel Committee

No report.

c. Report from Ellen Grant, Administrator

E. Grant reported that staff have been visiting Senior Centers and Nursing Homes advocating Dial-A-Ride services, as well as other outreach. Review of staffing changes among drivers and dispatchers. The annual Dial-A-Ride Survey has been compiled and the feedback is very positive. Mansfield and UCONN pass programs are now reimbursing WRTD at a rate of \$1.00/ride. WRTD has a new web site. WRTD is still waiting for a final construction punch list and then ConnDOT will provide WRTD with a new lease. WRTD has requested permission to reduce its fleet by two buses. WRTD's Heath Plan provider is having financial struggle, so WRTD may have to look for another provider in the coming months. Current expense and

funding does not currently support bringing a maintenance crew in house. WRTD has been advised that FY17 5311 funds will be cut by 2%; we are awaiting the TOD.

d. Financial Update – Lisa Seymour, Finance Director

L. Seymour presented financial reports for August and FY 2016, including cash flow and local payments. WRTD is looking into the State Fuel Card Program. WRTD's credit with the Chronicle has been spent through. Staff will be meeting with the Chronicle next week to negotiate a new contract.

e. Service Report – Transportation Director

R. Kurcinik reported on vehicle maintenance. Recently, it has been challenging to secure parts. AAA funding for this year was reduced based on last year's ridership. The Dial-A-Ride survey yielded a very positive response, reflecting improvements in EcoLane since last year.

7. Old Business

a. Recruiting new board members

Staff will reach out to Ashford Board Member regarding board representation.

8. New Business

a. Employee Increases for July, 2016

E. Grant reported optimism about implementing increases once the TOD arrived.

b. Meeting Schedule

Discussion about the Board Meeting Schedule. Discussion about meeting bimonthly or quarterly. Discussion about holding an October Regular Meeting to determine 2018 Meeting Dates and an October Annual Meeting in October for Board of Directors election of officers.

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)

None.

10. Other Business

None.

11. Adjourn.

M. Roach MOVED to adjourn at 3:23pm. T. Currier SECONDED. Next Meeting 2:30 p.m. October 28, 2016