

## Minutes of the March 16, 2016 Meeting

### of the Southeast Area Transit District Board of Directors

**Members Present:** Mark Nickerson (East Lyme); Mark Oefinger (Groton); Rich Moravsik (Groton); Kevin Skulczyk (Griswold) Michael Finkelstein (Ledyard); Michael Passero (New London); Tammy Daugherty (New London); Deberey Hinchey (Norwich); John Salomone (Norwich); Daniel Steward (Waterford)

**SEAT Staff:** Michael Carroll; Alfred Fritzsche

**Other:** Patricia Johnson (ATU)

1. **Roll Call:** Called to order at 9:49 by Vice-Chairman Skulczyk; it was noted that a quorum was present.
2. **Minutes:** Minutes of the February 16, 2016 Board meeting were distributed prior to the meeting; Mr. Moravsik moved approval, seconded by Mr. Oefinger. The minutes were unanimously approved.
3. **Public Comment:** None
4. **Communications:** None
5. **Reports:**
  - a. **Manager's Report:** The report had been distributed prior to the meeting. Mr. Carroll provided a brief summary and offered to answer questions, none were asked. Mr. Passero moved acceptance, and Mr. Moravsik seconded. The motion carried unanimously.
  - b. **Treasurer's Report:** The report had been distributed prior to the meeting. There was some discussion about SEAT's overall financial picture and Mr. Passero asked if the deficit trends continued, what the outcome would be. Mr. Carroll advised the Board that there were enough reserve funds for the current fiscal year, but deficits could not continue to be incurred in subsequent years. Mr. Oefinger moved acceptance of the report; Mr. Stewart seconded. The motion passed unanimously.
6. **Old Business/Local Allocations:** SEAT Staff with the assistance of Nelson-Nygaard and COG staff prepared a new allocation model which included ridership, by town, as an additional measure by which to distribute costs. The other measures were: revenue hours, revenue miles, population and population density. Several members raised questions about tribal contributions to SEAT and noted that the Mashantuckets (Foxwoods) had not contributed to the local match costs for Route 108 since withdrawing funding in 2013. Many members felt that SEAT should engage the tribe to contribute to SEAT since they benefit from its services. Members suggested that Chairman Butler of the Mashantucket tribe be invited to a SEAT Board meeting. There was no substantive discussion about the new allocation formula and Mr. Carroll suggested a smaller committee be formed to review the various options. Mr. Oefinger, Mr. Moravsik, Ms. Hinchey and Ms. Daugherty volunteered; Mr. Carroll suggested a representative from a smaller town

would be beneficial, and it was the sense of the Board that Chairman McDaniel should be included in the Committee. Further action was tabled until the Committee met and offered its recommendation.

7. **New Business**

- a. **Seat Voting Structure and Guidelines:** Staff had reviewed the Board voting structure, since it had not been updated since Lisbon's joining the District; staff also pointed out that the prior Board had set the quorum level at a very low level (significantly less than 50%, due to low attendance); staff raised the question whether those towns with two members (Groton, New London and Norwich) should allocate their "voting units" per town or member; it had been the sense of the previous Board that the allocation of voting units should be by town, not member. In addition, staff had proposed meeting guidelines for the Board. The Board voted that a simple majority should determine a quorum; and it was further the sense of the Board that voting units should be by town, and that no action need be taken on meeting conduct guidelines.
  - b. **May Board Meeting Date Change:** Mr. Carroll advised the Board that the SCCOG meeting for May had been rescheduled to Tuesday, May 17, to accommodate USCGA Graduation. Mr. Carroll also mentioned that CTDOT Commissioner Redecker was scheduled to attend the COG meeting and had agreed to attend the SEAT Board meeting afterwards. It was the sense of the Board to also move the May Board meeting to Tuesday, May 17, 2016 as well.
  - c. **Bus Passes for Mexican Tall Ship crew:** Ms. Daugherty, at the recommendation of Mr. Carroll, advised the Board that the Mexican Navy's training vessel would be visiting New London in early May, and she had been approached about providing complementary bus passes for the crew's shore leave. There being no objection to SEAT's providing complementary passes, it was the sense of the Board that staff be so directed.
8. **Adjournment:** There being no additional business, the meeting was adjourned by consensus at 10:50
9. **Next Meeting:** April 20, 2016.