

**MINUTES OF THE DECEMBER 21, 2016 MEETING OF THE  
SOUTHEAST AREA TRANSIT DISTRICT BOARD OF DIRECTORS MEETING**

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**Members Present:** Deberey Hinchey (Norwich), Ronald McDaniel (Montville), Rich Moravsik (Groton), Mark Nickerson (East Lyme), Mark Oefinger (Groton), Michael Passero (New London), John Salomone (Norwich), Kevin Skulzcyck (Griswold), Thomas Sparkman (Lisbon), Daniel Steward (Waterford)

**Staff:** Michael Carroll (General Manager), Alfred Fritzsche (Finance Director), Ginger Morse (Administrative Assistant)

**SCCOG:** James Butler, Richard Guggenheim, Stephanie Molden

**Other Attendees:** Jaroslaw Pizunski (ATU 1209), Ryan Blessing (Norwich Bulletin), Kimberly Drelich, (The Day), Michael Finkelstein (Ledyard)

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1. **Roll Call:** Called to order at 9:30 am by Chairman McDaniel; it was noted that a quorum was present.
2. **Minutes of the Previous Meeting:** Minutes of the November 16, 2016 SEAT Board meeting were distributed prior to the meeting. Motion to approve the report (Chairman McDaniel). The minutes were unanimously approved.
3. **Public Participation:** None
4. **Communications:** None
5. **Business Report:**
  - a. **Manager's Report:** The report had been distributed prior to the meeting. Mr. Carroll provided reports on Service Interruptions, Road Call Reports, Labor Relations, Ridership, Personal changes and Safety. November Ridership data showed a decline in November on Fixed Route and an increase in Paratransit ADA ridership. Mr. Carroll discussed the recent projected budget options, including discussing a very recent alarming letter proposing a possibility of a reduction of 50% in FY18 for all Transit Districts, and the elimination of all State operating assistance in FY19. Mr. Carroll noted this potential cut would have a significant impact on bus service in the region. An extensive conversation was held by the board. Recommendations were made to speak out about the importance of public transit, reach out to members of the general assembly, chamber of commerce's, local employers, and attend Legislative breakfasts. Mr. McDaniel requested management prepare worst case scenarios and possible solutions/outcomes. Motion to approve (Nickerson/Hinchey); unanimous.
  - b. **Treasurer's Report:** The report was distributed prior to the meeting. Mr. Fritzsche provided overview of the report. There were no questions concerning the report. Motion to approve report (Hinchey/Moravsik); unanimous.
6. **Old Business:**
  - a. **Ledyard Membership:** On November 17, 2016 Ledyard Town Council voted to reapply to the District. Letter of approval by Ledyard Town Council including fee structure, and the Ledyard Town Council Resolution were provided in the Board package. Management recommended motion to approve; (Steward/Sparkman); unanimous.

7. **New Business:**

- a. **Diesel Fuel Contract:** There was extensive discussion among the members regarding the proposed Diesel Fuel Contract options contained in the SEAT Board packet. Option 2 was heavily considered by renewing the current contract for two months (September – October 2017, and await new pricing from CTTransit bid). Mr. Skulzcyck offered to work with the vendor East River Energy concerning the current storage fees and possibly re-negotiating. Mr. McDaniel recommended holding off on making any decisions regarding the fuel contract proposals until January 2017 board meeting; Motion to approve (Steward/Nickerson); unanimous.
- b. **SEAT May Board Meeting:** SCCOG Board May 2017 Board meeting was moved from May 17<sup>th</sup> to May 24<sup>th</sup> Mr. McDaniel proposed to move the SEAT's May 2017 Board meeting to the same date; unanimously approved.
- c. **Other Business: Bus Stops & Routing:** Mr. Passero asked what the process was for requesting new or changes to bus stop and schedules. Mr. Carroll will work with Mr. Butler on this policy and add as an agenda item for future meeting.
- d. **Election of Officers: SEAT Board Officers presented:**
  - Chairman: Ronald McDaniel
  - Vice Chairman: Deberey Hinchey
  - Treasurer: Daniel Steward
  - Secretary: Rich Moravsik

Motion to approve (Skulzcyck /Nickerson); unanimous.

- e. **SEAT Holiday Party:** Mr. Carroll extended an invitation to all to attend the SEAT employee Holiday party December 22, 2016

- 8. **Adjournment:** There was no further business and the meeting was voted by consent to adjourn at 10:22 am.
- 9. Next Meeting: January 18, 2017, 9:30 am SE CT Council of Governments, 5 Norwich Avenue, Norwich, CT

Respectfully Submitted, Rich Moravsik, Secretary