

MIDDLETOWN AREA TRANSIT

Minutes for Wednesday, March 13, 2019 Meeting

Thomas A. Cheeseman Transportation Center, Middletown Area Transit Maintenance Facility,
91 North Main Street, Middletown, CT

1. **Call to Order** - B. Lawrence called the meeting to order at 6:02pm. **Board Members Present:** Beverly Lawrence; Joe Somalis **Board Members Absent:** None **Voting Members Excused:** None **Guests Present:** Sam Gold, River COG, Rob Harnmet River COG, Edgar Wyncoop, DOT Susan Bransfield Portland, Laura Francis Durham; Jonathan Shapiro (Arr. 7:25pm) **Staff Present:** Lisa Seymour, Administrator; Steven Bochinski, Supervisor, Whitney Klare, Clerk **Public Present:** Aleese Lawrence

Motion to Add November 14, 2018 minutes to agenda item 4 made by B. Lawrence, Seconded by Joe Somalis. Unanimously approved.

2. **Roll Call** –
3. **Public Comments, RiverCOG Metropolitan Transportation Plan** –No public comments. Presentation by RiverCOG.
4. **Approval of Minutes of November 14, 2018 and January 09, 2019** – Motion to accept made by J. Somalis. Seconded by B. Lawrence. Unanimously Approved.
5. **Administrators Report-** L. Seymour presents administrators report. An Audit RFP has been released to choose an auditing firm for the FY20 year. Credit line is paid down from \$353,000 in October 2017 to \$83,000 today.
6. **Financial Report-** L. Seymour presents budget to actual. Services are high due to Legal fees and plowing. Materials, Labor and Supplies for the buses are high due to not having a mechanic but now that one is on staff this should lower costs.
7. **Operations Report-** L. Seymour presents operations report. Ridership is up on the Westlake and C runs due to fed ex employees. Mlink is down but should improve once routes are changed.
8. **Old Business** –
 - a) **Bus Study Update** – Sam Gold gave update on kick off meeting for study.
 - b) **Route Changes Update** – L. Seymour reported that DOT has requested some clarification but are expected to approve the changes.
9. **New Business** –
 - a) **Legislative bill proposed about MAT** – Discussion ensued about bill proposed by legislature about removal of a Board member and proposing to raise the Board to 4 Middletown members. The Board, Mayors office and DOT does not support that. J. Samolis suggested a letter to our representatives from the Board to express their concern with having four Board members. L. Seymour will work with Attorney Shapiro to construct the letter.
10. **Executive Session** –
 - a) Discussion and possible action concerning attorney client privileged communication concerning personnel matters, in accordance with Connecticut General Statutes 1-200(6) (E).

B. Lawrence voted to go into executive session at 7:25 pm. Board asked Laura Francis, Lisa Seymour, Attorney Shapiro and Susan Bransfield to stay. Board exited executive session at 7:40 pm. No action was taken.

9. **Adjournment** - B. Lawrence MOVED to adjourn. J Somalis SECONDED. MOTION PASSED unanimously. Meeting adjourned at 7:41pm.