

**MIDDLETOWN AREA TRANSIT  
BOARD OF DIRECTORS MEETING  
AUGUST 10, 2016**

<b><u>Present:</u></b>	William Donahue	Darryl Bullock
	Stephen Shapiro	Andrew Chiaravallo
	Brian Dudek	Cornell Lewis

The meeting was called to order at 5:01 p.m.

**Public Session:**

There was no public session.

**Correspondence:**

The correspondence was read and accepted.

**Statistics:**

Cornell presented ridership stats comparing the months of July 2015 with July of 2016.

Ridership has decreased by 12.5% from this time last year. The severe heat may have had an impact. E&H ridership decreased by 17.7 % the first decrease in the last few months. Ridership is down 1.5% annually when compared with the same period last year.

**Administrator's Report:**

- Pictures of the Transit District's outing at Lake Compounce were shown. Employees, family and friends had a great time. 120 tickets were bought and used. MTD's total cost was \$2,530.00. One hundred dollars more than last year.
- The Transit Operating Documents have not been received from the State yet. We expect a 2% cut in funding.
- The state has scheduled a fare increase in the fall, MTD will follow suit in order to offset budget cuts.
- A memorandum of understanding will be signed with CTTransit, 9 Town Transit, Middlesex Community College and MTD to provide discounted tickets to MXCC students. CT Transit will handle the entire administrative aspects of the program. A monthly ticket pass will cost \$35.00. A student ID will be required to purchase a pass and board the buses/vans. The Transit Districts will be reimbursed on a pro-rata scale based upon ridership. The anticipated start date will be in September.

- The two way radios have been purchased and installed. They are working out very well. An \$800-\$1,000 monthly saving is being estimated over the former Sprint system. Five Nextel portable phones are being kept to cover dead spots.
- Evening expansion of the ADA service to begin September 1, 2016. This is required because JARC routes have been folded to the Fix Route service, and Fix Route service must be accompanied with ADA service by law. There will be an addition of 4 one hour runs daily, running until 11:00 p.m. This service will be for ADA clients only in the Middletown area. All ADA candidates will have qualifying interviews. Data will be collected on the passenger usage of this additional service.
- Bus ads have increased from \$22,644 FY 2015 to \$23,148 FY 2016.
- Three new buses will go into production September 8, 2016, and should be delivered two weeks later.
- New motors will be purchase in 2018 for the buses purchased in 2012.
- There was one resolution this month.

#### **MTD BOARD RESOLUTION**

*A request was made at the August 10, 2016 Regular Board Meeting by Andrew Chiaravallo, Administrator, that the Board of Directors of the Middletown Transit District approve a Request for Quotation (RFQ) from an Architect/Engineer for the terminal renovation project, as well as, a Request for Proposal (RFP) for general contracting services for the same. The motion was made by Brian Dudek, seconded by Darryl Bullock and was unanimously accepted by the Board.*

Board was called into executive session at 5:30p.m. Pay increases were discussed, determined and voted on.

Executive session as well as regular session concluded at 5:45p.m.

**OUTGOING CORRESPONDENCE**  
**August-16**

<b>DATE</b>	<b>To</b>	<b>DESCRIPTION</b>
3-Aug	P. Saraceno	DAR Application
4-Aug	M. Stewart	DAR Application
11-Aug	C. Carlson	2 Bus Schedules
21-Aug	J. Krupa Picard, Rec&Comm. Deve. Dept	Elderly/ Handicapped Sve. FY 2016-2017 Sut

**INCOMING CORRESPONDENCE**

**Aug-2016**

<b>DATE FROM</b>	<b>DESCRIPTION</b>
1-Aug R. Almeida, Transit Man. Bureau of Pub. Trans	SFY 2015 Audit