

**Windham Region Transit District**

**Board of Directors Meeting**

**Friday, August 16, 2024 – 2:00 p.m.**

**28 South Frontage Road, Mansfield Center, CT**

**REGULAR MEETING MOTIONS AND MINUTES**

**Board Members Present:** Marj Roach, Rachel Vertefeuille, Tom Carrier, Josh Aldrich, Andy Kelly

**Board Members Excused:**

**Board Members Absent:**

**Staff Present:** Linda Hapeman, Patty Spinelli, Philip Johnson

1. **Call to Order** – M. Roach called the meeting to order at 2:01 p.m.
2. **Roll Call** – Attendance noted above
3. **Public Comment** – None
4. **Correspondence** – None
5. **Secretary's Report** – M. Roach made a motion to accept the June 21, 2024 meeting minutes. The motion was seconded by J. Aldrich.
6. **Old Business** –
  - a.) **Transportation Center** – Finally moving forward. DOT working on bathrooms for the drivers. B. Blanshard and training could be moved to office area there.
  - b.) **GSI Service** – P. Johnson stated ridership is up.
  - c.) **Electric Bus Delivery** – A. Kelly stated delivery before September 23rd. A tour for energy conservation initiative hoping to showcase buses. Board members should coordinate a ride on a bus.
7. **New Business** –
  - a.) **Seniority Policy** – R. Vertefeuille made a motion to accept the Proposed Seniority policy. The motion was seconded by J. Aldrich.
8. **Reports to Officers and Staff** –
  - a.) **Administrators Report** – It is start up time for UCONN. Furloughed drivers are starting back and the Fall Bid is also starting. Everything is going well with maintenance and the buses are ready to go. Working with A. Kelly on AVS and looking for drivers. Looking for new programs to help students schedule rides and the new routes could help serve ECSU. There have been no accidents or incidents. The advertising company is doing well. People are in training class, sometimes we train and lose. Maintenance is going to electric bus training and chargers will be installed.

**b.) UCONN Parking & Transportation Report** – A. Kelly talked about the AVS agreement with 3 year extension and the HuskyGo agreement is being worked on. The construction on South Campus is wrapping up.

**c.) Operations Report** – included in 8a

**d.) Maintenance Report** – included in 8a

**e.) Finance Report** – P. Spinelli stated DAR will be at zero, all others are under. She did not bill at full TOD amounts. August office expense was for printed materials for GSI route. The only Local Match not paid is Mansfield and UCONN has paid 1st quarter AVS. M. Roach made a motion to accept the Finance Report as presented. The motion was seconded by J. Aldrich.

**f.) Safety Manager’s Report** – included in 8a

**g.) Planner’s Report** – P. Johnson stated regional bid for service plan close to ready. UCONN bid new for fall service plan. There were minor adjustments to the routes since rollout.

**h.) Human Resources** – none

**i.) Chairman’s Report** – M. Roach spoke about the Boom Box Parade and the Annual Meeting.

**9. Executive Session** – None

**10. Adjourn** – The meeting was adjourned at 2:51. Next meeting to be held October 18, 2024.

Respectfully Submitted,  
Rachel M. Vertefeuille, Vice-Chair, Acting Secretary