

Windham Region Transit District

Board of Directors Meeting

Friday, June 6, 2025 – 1:00 p.m.

28 South Frontage Road, Mansfield Center, CT

SPECIAL PERSONNEL COMM MEETING MOTIONS AND MINUTES

Board Members Present: Rachel Vertefeuille, Josh Aldrich, Rich Williams (at 1:30pm)

Board Members Excused:

Board Members Absent:

Staff Present: Tracie Orcillez, Jennifer Odle, Wendy Kurcinik

1. **Call to Order** – R. Vertefeuille called the meeting to order at 1:07 pm.
2. **Roll Call** – Attendance noted above
3. **Secretary's Report** – J. Aldrich made a motion to accept the minutes of the May 30, 2025 meeting. The motion was seconded by R. Vertefeuille.
4. **New Business** –
 - a. **New Policy review and possible action** – There was discussion regarding four policies. The motions are noted below. There was discussion on five other policies that will be drafted and moved on at a later meeting.

Comp Time Policy: J. Aldrich made a motion to move the policy to the Regular Board meeting with a few modifications for a final vote. The motion was seconded by R. Vertefeuille.

DOT Drug & Alcohol Policy: J. Aldrich made a motion to move the policy to the Regular Board meeting. The motion was seconded by R. Williams.

Managerial Vacation Allotment Policy: R. Williams made a motion to move the policy to the Regular Board meeting with a few modifications for a final vote. The motion was seconded by J. Aldrich.

Annual Background Check Policy: R. Williams made a motion to move the policy to the Regular Board meeting for a final vote. The motion was seconded by J. Aldrich.

5. **Adjourn** – The meeting was adjourned at 2:06 p.m.

Respectfully Submitted,

Rachel M. Vertefeuille, Chair, Acting Secretary