

## Milford Transit District – Meeting Minutes

Meeting Title			
Date: 1/5/23		Time: 6;30 pm	259 Research Drive Milford
Meeting called by	Chairman Ilya Eliashevsky		
Type of meeting	Regular Meeting		
Facilitator	Henry Jadach		
Note taker	Henry Jadach		
Attendees	Chairman Eliashevsky, Secretary Michael Lebov – H. Jadach-Staff		
1.Public Participation			
	None		
2.No Fare Policy			
	H. Jadach		
Discussion	Mr. Jadach related that the no fare policy will be extended until April 1 <sup>st</sup> . Mr. Eliashevsky asked if it applied to all services. Mr. Jadach explained that the policy was instituted by the State Legislature and the State DOT asked the transit districts if they wished to participate. All districts indicated that they would as the DOT will reimbursement them for all lost fares. Mr. Lebov asked if we have been reimbursed in the past. Mr. Jadach stated that there are invoices waiting to be paid by DOT for the period of April 22 through June 22.		
Conclusions	The Board members asked Mr. Jadach to keep them informed on payments for the past and for current fares.		
Action Items		Jadach	N/A
3.Fixed Route/ADA Ridership			
	H. Jadach		
Discussion	Ridership statistics were distributed. A general discussion was held. Mr. Lebov asked for a comparison in ridership from pre covid to current.  Mr. Jadach related that the fixed route numbers have come back to approximately 70 % of pre covid numbers but the ADA ridership was coming back more slowly. He attributed this to many family members of past riders are now working at home and are able to provide some transportation to their extended families and that groups that were previously riders have not returned as of yet.  Board members requested that these numbers be tracked and reported back to the board.		



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Action Items	Person Responsible	Deadline
Continue to track ridership numbers	H. Jadach	N/A
4.Community Development Block Grant Resolution		
Discussion	A resolution was presented to give the Executive Director, Henry Jadach, the authority to enter into an agreement with the Office of Community Development to receive funding under the Community Development Block Grant Program Year 48 in the amount of \$14,000.  A motion was made, seconded, and approved unanimously for the Secretary/Treasurer, Mr. Lebov to sign the resolution.	
5. Proposed Salary Adjustment-Assistant Director/Operations Manager		
Discussion	The duties and responsibilities of the Assistant Director/Operations Manager were outlined in a handout to the Board. A discussion was held and it was concluded by both board members that the position was of high responsibility and deserved an upgrade in salary.	
Conclusions	A motion was made, seconded, and approved unanimously to raise the salary of the position to \$70,150 per yr.	
6. Rail Station Parking Review		
Discussion	A chart was provided which indicated that out of a total of 595 available spaces, including daily parking. Permits and daily use accounted for 509 spaces. From inspections of average daily usage of the parking lots it was obvious that many parkers either do not use the permits that they paid for or are using them very infrequently.  There is currently no wait list. Anyone who calls requesting a permit is, at this time, able to purchase one.	
7. Transit District Legislation		
Discussion	Mr. Jadach explained that during the last session of the State Legislature a bill was passed that would require, by FY25, that any district serving under 100,000 would have to combine with, in some fashion, with another district to reach that number. Also, if no consolidation or the process of consolidation was not taking place the budgets of those districts would be proportionally reduced.  Mr. Eliashevsky asked what the prospect of this occurring was. Mr. Jadach related that the state transit association was preparing an information package for legislators which strongly recommends that	

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	this does not occur, and new legislation is enacted. He also felt that this effort will be successful.	
8. Audit Report Draft		
Discussion	The draft audit for FY22 was distributed. A discussion was held concerning the balances at the end of the fiscal. It was reported the district ended in the black in all services which is reflected in the General Fund balance of \$145,599. The board directed Mr. Jadach to provide a quarterly update of expenses vs budget projections.	
	Mr. Jadach will provide quarterly projections to board.	
Action Items		
9. Opening of Westbound Station/Request for Proposals		
Discussion	A discussion was held regarding the eventual opening of the Westbound Station. Mr. Jadach related that the station has been closed since March 2020 consistent with the appearance of the COVID 19 epidemic. Since the parking usage has been increasing gradually since that time, he suggested that the district advertise for requests for proposals for the use of the station by prospective vendors.	
Action Items	Mr. Lebov and Mr. Eliashevsky agreed and instructed Mr. Jadach to draw up a formal request for proposals that can be advertised for their review.	
	There being no further agenda items a motion was made, seconded and approved unanimously to adjourn the meeting at 7:45 pm	