

# minutes

## Milford Transit Board Meeting 6/28/21

| Milford Transit District Board of Directors   |   |                    |                        |
|---|---|--------------------|------------------------|
| June 28, 2021   |   | 6:00 PM            | Microsoft TEAM Meeting |
| Meeting called by   | Ilya Eliashevsky - Chairman   |                    |                        |
| Type of meeting   | Special Meeting   |                    |                        |
| Facilitator   | Henry Jadach-Executive Director   |                    |                        |
| Note taker  | Henry Jadach  |                    |                        |
| Attendees   | Ilya Eliashevsky – Chairman, Michael Lebov – Secretary/Treasurer  |                    |                        |
|   | Nija Phelps – Advisory Board, Henry Jadach - Staff  |                    |                        |
| Agenda Topic 1  |   |                    |                        |
|   | Public Participation  |                    |                        |
| Discussion  | None  |                    |                        |
|   |   |                    |                        |
| Agenda Topic 2  |   |                    |                        |
|   | Election of Officers  |                    |                        |
| Discussion  | Mr. Lebov Nominated Mr. Eliashevsky as Chairman   |                    |                        |
|   | Seconded by Mr. Eliashevsky, passed unanimously   |                    |                        |
| By stature having a two-member board elects   |   |                    |                        |
| Mr. Lebov as Secretary/Treasurer  |   |                    |                        |
|   |   |                    |                        |
| Agenda Topic 3  |   |                    |                        |
|   | Review of Service Modes   |                    |                        |
|   | A discussion was held regarding the performance of all service modes  |                    |                        |
| Conclusions   | It was noted that as a result of covid the fixed route service was down approximately 35 to 40% and the ADA service was down 75% from pre-covid numbers. Mr. Jadach related that and effort would be made with the seniors and the disabled community to let everyone know that the service is available and safe to ride. The propensity for individuals working from home was also determined to be a factor in families being able to provide transport more easily. |                    |                        |
| Action Items  |   | Person Responsible | Deadline               |
| Mr. Jadach will solicit the senior housing complexes and institute an outreach effort to reacquaint the public with these services. |   | H. Jadach          | 30-60 days             |

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### Agenda Topic 3

|                                    |  |          |  |
|------------------------------------|--|----------|--|
|                                    | Shuttle Services   |          |  |
| Discussion                         | Mr. Jadach described the Silver Sands Shuttle to the Board. It is sponsored by the DEEP and the State DOT and initially has been slow to be utilized. It is a free service, and a wrap of a van and additional outreach is anticipated to increase use of the service. |          |  |
|                                    |  |          |  |
| Action Items                       | Person Responsible   | Deadline |  |
| Van Wrap with Shuttle Service info | H. Jadach  | 7/4/21   |  |
|                                    |  |          |  |

### Agenda Topic 4

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|--|--|--------------|--|
|  | Outreach Efforts   |              |  |
| Discussion   | Ms. Phelps mentioned, and Mr. Eliashevsky agreed that we should request that the Mayor do a minute with the Mayor regarding the Shuttle Service. Ms. Phelps also suggested that the district look into providing the public with an app for the phone that would let the public know where the buses are and when they would arrive at the desired location. Mr. Eliashevsky noted that outreach should be directed at some of the city's recreation facilities so that the buses could be used by participants when accessing these facilities. Mr. Lebov also thought that the City's recreation department should be contacted to investigate this possibility. |              |  |
|  |  |              |  |
| Action Items   |  |              |  |
| Milford TD staff will contact the recreation department and discuss utilizing MTD vehicles at the city fields. | H. Jadach  | undetermined |  |
| Use of an App for district information will be investigated  | H. Jadach  | undetermined |  |

### Agenda Topic 5

|            |  |  |  |
|------------|--|--|--|
|            | Staff Changes  |  |  |
| Discussion | Mr. Jadach related that the Finance Director is retiring at the end of the summer. The position has been advertised and interviews are |  |  |



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|   | scheduled for Tuesday and Thursday of this week. Mr. Jadach will report on the outcome of these interviews.   |          |  |
| Conclusions   |   |          |  |
| Action Items  | Person Responsible  | Deadline |  |
| Action item 1   |   |          |  |
| Interview candidates for second round of interview's  | H. Jadach   | 8/7/21   |  |
| Select candidate for appointment as Finance Manager   |   |          |  |
|   |   |          |  |
| Agenda Topic 6  |   |          |  |
|   | Capital Projects/Grants Review  |          |  |
| Discussion  | There was a general discussion regarding material provided describing open grants and projects that will be sought in grants to be applied for in the near future. Future applications included a preventative maintenance project, the replacement of two 40 ft transit coaches and the replacement of 8 ADA body-on-chassis vans.   |          |  |
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| Agenda Topic 7  |   |          |  |
|   | FY22 Budget Review  |          |  |
|   | A proposed budget was presented for FY22. Mr. Jadach explained that there were increases anticipated in medical insurance, operators wages and fuel. A general discussion was held concerning revenue. Mr. Jadach related that he has not seen the State DOT recommendations for a FY 22 contract but anticipated a small increase. The budget will be adjusted, as necessary, depending on the State DOT commitment and revenue projections. A motion was made and seconded to approve the budget as presented.<br><br>It was agreed that at a later date a full review will be necessary. |          |  |
|   |   |          |  |
| There being no further agenda items a motion to adjourn was made, seconded and unanimously approved to adjourn at 7:15 PM | Respectfully Submitted Henry Jadach   | 6/28/21  |  |