MEETING MINUTES

MILFORD TRANSIT DISTRICT

Date:	July 19, 2023
Time:	5:45 pm
Meeting called to order by:	Chairman Ilya Eliashevsky

IN ATTENDANCE

Ilya Eliashevsky – Chairman
Mike Lebov- Sec/Treas
Henry Jadach-Staff

1. PUBLIC PARTICIPATION

None

2. **Review of Fixed Route and Coastal Link Services**
   The Board reviewed statistics for the Route services and which indicated that the ridership is near pre-covid levels and continues to trend upward.

3. **Review if ADA Van Services**
   Statistics were reviewed and Mr. Jadach explained that the service is slowly continuing to grow back to pre-covid levels but not as quickly as the Fixed Route services. Factors affecting the ridership numbers include the propensity for many family members to be working from home and are available to provide some transportation for extended family members and the fact that services to various school age handicapped and mentally challenged children that MTD provided service do no longer need the service as the programs relocated to the schools as a result of the pandemic. Mr. Jadach related that education efforts have been made to outreach the community regarding the services that MTD offers, and this effort will be repeated in the upcoming months.

4. **Rail Parking Information/Parking Fee Proposal**
   Information was provided regarding the usage and purchase of permits for parking at Milford Station. A review of the current fees and proposed fees**(attached)** was discussed. A motion was made by Mr. Lebov, seconded

and passed unanimously to approve the adjustment in permit fees starting with permit renewals in October 2023.

5. **FY 24 Budget Review**

The budgets for the upcoming fiscal year were reviewed for all services**(attached)**. It was discussed that to make the budget work it would require an additional commitment from the State DOT. Mr. Jadach related that increases were likely but as to the amount that is required in the budget there will have to be meetings with the DOT to make a final determination.

The budget for services was approved unanimously. It was noted that if the State funding fell short an additional review may be necessary.

6. **Federal Grant Review**

A synopsis of the grants that are in place and those that are scheduled to be released in the upcoming weeks was reviewed. Categories of expenditures that were discussed included, purchase of new 40ft coaches, purchase of ADA vans, marketing of services, installation of additional bus shelters and the purchase of preventative maintenance items.

7. **Employee Salary/Wage Adjustments**

Adjustments to salary and wages for non-represented employees was presented by Mr. Jadach. The Board questioned the budgetary impact of the proposed adjustments. Mr. Jadach stated that as we were down one position that was not filled the and adjustments would be approximately $15,000 per year total. The Board questioned the length of service for several positions and the frequency of raises. A history of the length of service for employees was given along with the salary history of each position. A motion was made, seconded and passed unanimously to approve the suggested adjustments in salary and wages as presented.

8. **Micro-Transit Service Proposal**

A brief summary of the proposed service was given. Mr. Eliashevsky questioned the timetable for approval of the District's proposal. Mr. Jadach related that he expected an answer by the end of July and that there were many requests form around the state for funding for micro-transit services and a 10-million-dollar two year budget to fund as many as the DOT determined were feasible and fundable.

There being no further business before the Board the meeting was adjourned at 7:30 pm.

Respectfully Submitted
Henry D. Jadach

Train Comuter Lot Information
As of 7/12/2023

Milford RR Parking Information as of July 19, 2023			Permit Adjustment Proposal
LOT NUMBER	LOT CAPACITY	PERMITS SOLD	REMAINING SPACE
1	53	46	7
2	82	73	9
3	269	258	11
5	120	69	51
Total	524	446	78
Although the chart	indicates that 86% of the	spaces available to	permit holders are
subscribed	approximately 50%	of the total are	occupied daily.
Time Of Perm	Number of People	Payment Total	
1 Year	433	$ 144,778.44	
6 Months	13	$ 2,880.10	
Grand Total	446	$ 147,658.54	
RATE PROPOSAL			
	CURRENT	PROPOSED	
ONE YEAR PERMITS	350.00	375.00	Includes tax not cc fee
6 MONTH PERMITS	215.00	265.00	Includes tax not cc fee
DAILY FEE	6.00	7.00	Includes tax
Increase to begin with October1, 2023 renewal period.			

Milford Transit District
Dial-a-Ride Transit Service
July 1, 2023 - June 30, 2024

0424-T0??
4.22-08(05)
2008-OPU-01

	Operations/Maintenance		General Administration		Total	Total	
	SFY 2023 Projected	SFY 2024 Proposed	SFY 2023 Projected	SFY 2024 Proposed	SFY 2023 Projected	SFY 2024 Proposed	% Increase/
bject Class							
Labor	41,734	$42,568	$16,405	$17,635	$58,139	$60,204	3.55%
Fringe Benefits	14,133	$14,769	2,723	$2,845	$16,856	$18,900	12.13%
Services			$2,329	$3,551	$2,329	$3,551	52.48%
Materials and Supplies Consumed	15,704	$18,060	$1,550	$1,690	$17,254	$25,878	49.98%
Utilities			$2,705	$2,840	$2,705	$4,840	78.94%
Casualty and Liability Costs				$0	$0	$0	
Taxes					$0	$1,000	100.00%
Purchased Transportation Services					$0	$0	
Miscellaneous Expenses			$350	$250	$350	$550	57.14%
Expense Transfer					$0	$0	
Interest Expense					$0	$0	
Leases and Rentals					$0	$0	
Other (please specify)					$0	$0	
Other (please specify)					$0	$0	
Other (please specify)					$0	$0	
EXPENSES - TOTAL	$71,570	$75,397	$26,061	$28,811	$97,632	$114,922	17.71%
					91,739.10		17.71%
ategory							
Passenger Fares for Transit Service					$6,800	$6,800	0.00%
Special Transit Fares							
Auxiliary Transportation Revenues							
Nontransportation Revenues							
Other (please specify)							
Other (please specify)							
Other (please specify)							
REVENUES - TOTAL					$6,800	$6,800	0.00%
DEFICIT -TOTAL					$90,832	$108,122	19.04%
Federal Subsidy							
State Subsidy					$38,225	$93,255	143.96%
Local Subsidy					$52,607	$21,667	-58.81%
SUBSIDIES - TOTAL					$90,832	$114,922	26.52%
SERVICE STATISTICS							
Linked Passengers							
Transfers							
Unlinked Passengers					2,127	2,750	29.29%
Miles					22,917	24,500	6.91%
Hours					1,792	1,825	1.84%

Name of Transit Agency: Milford Transit District
Service Description: Urban Fixed Route, Including Coastal I, II and III, Saturday and Shuttle
Period: July 1, 2023 - June 30, 2024

State Project Number: 0424-T068
Agreement Number: 4.22-08(05)
Budget Addendum Number: 2009-OPU-01

		Operations/Maintenance		General Administration		Total	Total	
		SFY 2023 Projected	SFY 2024 Proposed	SFY 2023 Projected	SFY 2024 Proposed	SFY 2023 Projected	SFY 2024 Proposed	% Increase/ (Decrease)
Expense Object Class								
501	Labor	672,831	686,287	259,390	270,414	932,220	956,701	2.63%
502	Fringe Benefits	177,160	185,132	105,782	110,542	282,942	295,674	4.50%
503	Services	15,372	16,025	141,116	153,816	156,487	169,841	8.53%
504	Materials and Supplies Consumed	205,175	223,640	41,297	45,013	246,471	268,654	9.00%
505	Utilities			28,189	28,894	28,189	28,894	2.50%
506	Casualty and Liability Costs			21,936	22,484	21,936	22,484	2.50%
507	Taxes			7,445	7,445	7,445	7,445	0.00%
508	Purchased Transportation Services					-	-	
509	Miscellaneous Expenses			1,279	1,279	1,279	1,279	0.00%
510	Expense Transfer					-	-	
511	Interest Expense					-	-	
512	Leases and Rentals					-	-	
-	Other (please specify)					-	-	
-	Other (please specify)					-	-	
-	Other (please specify)					-	-	
	EXPENSES - TOTAL	1,070,537	1,111,084	606,432	639,887	1,676,969	1,750,971	4.41%
						$1,655,594		4.41%
Revenue Category								
401	Passenger Fares for Transit Service					$147,766	$156,632	6.00%
402	Special Transit Fares							
406	Auxiliary Transportation Revenues							
407	Nontransportation Revenues							
-	Other (please specify)							
-	Other (please specify)							
-	Other (please specify)							
	REVENUES - TOTAL					$147,766	$156,632	6.00%
	DEFICIT -TOTAL					$1,529,203	$1,594,339	4.26%
	Federal Subsidy							
	State Subsidy					$1,157,212	$1,410,000	21.84%
	Local Subsidy					$371,991	$184,339	-50.45%
	SUBSIDIES - TOTAL					$1,529,203	$1,594,339	4.26%
	SERVICE STATISTICS							
	Linked Passengers							
	Transfers							
	Unlinked Passengers					256,143	275,000	7.36%
	Miles					282,191	283,000	0.29%
	Hours					19,248	19,250	0.01%
	Days of Operation					365	365	0.00%

sit Agency: Milford Transit District
escription: ADA Transit Service
Period: July 1, 2023 - June 30, 2024

:t Number: 0424-T0??
ıt Number: 4.22-08(05)
n Number: 2008-OPU-01

		Operations/Maintenance		General Administration		Total	Total	
		SFY 2023 Projected	SFY 2024 Proposed	SFY 2023 Projected	SFY 2024 Proposed	SFY 2023 Projected	SFY 2024 Proposed	% Increase/ (Decrease)
Expense Object Class								
501	Labor	236,490	281,220	121,804	130,939	358,294	412,159	15.03%
502	Fringe Benefits	80,086	83,000	15,430	16,124	95,516	99,124	3.78%
503	Services			29,084	30,000	29,084	30,000	3.15%
504	Materials and Supplies Consumed	88,989	90,000	7,276	8,077	96,266	98,077	1.88%
505	Utilities			15,328	16,094	15,328	16,094	5.00%
506	Casualty and Liability Costs			7,917	8,313	7,917	8,313	5.00%
507	Taxes					-	-	
508	Purchased Transportation Services					-	-	
509	Miscellaneous Expenses			750	800	750	800	6.67%
510	Expense Transfer					-	-	
511	Interest Expense					-	-	
512	Leases and Rentals					-	-	
-	Other (please specify)					-	-	
-	Other (please specify)					-	-	
-	Other (please specify)					-	-	
	EXPENSES - TOTAL	405,565	454,220	197,588	210,347	603,153	664,567	10.18%
				603,153		595,557		10.18%
								0.00%
Revenue Category								
401	Passenger Fares for Transit Service					$15,866	15,866	0.00%
402	Special Transit Fares							
406	Auxiliary Transportation Revenues							
407	Nontransportation Revenues							
-	Other (please specify)							
-	Other (please specify)							
-	Other (please specify)							
	REVENUES - TOTAL					15,866	15,866	0.00%
	DEFICIT -TOTAL					587,287	648,701	100.00%
	Federal Subsidy					31,500	43,467	37.99%
	State Subsidy					308,490	450,234	45.95%
	Local Subsidy					112,545	155,000	37.72%
	SUBSIDIES - TOTAL					452,535	648,701	43.35%
	SERVICE STATISTICS							
	Linked Passengers							
	Transfers							
	Unlinked Passengers					12,545	15,500	23.56%
	Miles					121,306	130,000	7.17%
	Hours					10,321	12,000	16.27%
	Days of Operation							