

**GREATER NEW HAVEN TRANSIT DISTRICT
BOARD OF DIRECTORS – REGULAR MEETING
WEDNESDAY, October 14, 2020 10:00 a.m.**

VITURALLY HELD ON ZOOM

In Attendance:

Directors: Bethany - *Lee Grannis*; Branford - *Dagmar Ridgway*; East Haven - *Michelle Duprey*; East Haven - *Wendy Bellmore*; Hamden - *Dan Kops*; New Haven - *Ryan Knox*; North Branford - *Mary Bigelow*; North Haven - *Mike Freda*; and Woodbridge – *Judy Young*; New Haven - *Doug Hausladen*; West Haven - *Sharon Mancini*.

Not in Attendance:

Directors: Branford - *Art Pappas*; and Orange – *Charlie Smyth*

GNHTD Administrative Staff: Mario Marrero, Glen McGough, Aida Lopez, Andre Welsh and Anthony Bethune

Guests: James Wiedemann (Marcum), Jim Miller (Marcum), Megan Moriarty (Marcum) and Niclas Ferland (counsel to the District)

Call to Order: Chairperson Bigelow called the meeting to order at 10:10 a.m.

Public Comment: There were no members of the public in attendance.

Approval of Minutes: On a motion by Doug Hausladen, seconded by Lee Grannis, the minutes from the Executive Committee meeting from June 10, 2020 were unanimously approved. On a motion by Doug Hausladen, seconded by Lee Grannis, the minutes from July 8, 2020, Board of Directors meeting were unanimously approved. On a motion by Dan Kops, seconded by Ryan Knox, the Special Executive Committee meeting minutes from August 26, 2020 were unanimously approved.

Presentation of the Fiscal Year 2020 Financial Statements, Federal Single Audit and State Single Audit Reports:

James Miller, James Weidermann and Megan Moriarty of Marcum, LLP provided the audit results for 2020 along with draft financial statements. The audit consisted of a review of the Financial Statements as well as GNHTD's internal controls as required by the State and Federal Single Audit procedures. As a result of the audit, an unmodified "clean" opinion for Fiscal year 2020 was communicated. Final Financial statements will be issued shortly after Marcum's internal compliance review is completed.

Adopting a Meeting Schedule for Calendar Year 2021:

The Calendar Year 2021 meeting dates, on a motion by Doug Hausladen, seconded by Dan Kops, were unanimously approved with one date correction.

Reports of the Officers:

Mr. Marrero provided the Quarterly Operations Report and Mr. McGough provided the Quarterly Treasurer's Report. Questions/discussion ensued pertaining to the reports.

There being no further discussion, Doug Hausladen moved acceptance of the Quarterly Operations Report and Quarterly Treasurer's Report. The motion was seconded by Lee Grannis and were unanimously approved.

Departmental Reports:**Human Resources**

Mr. McGough gave highlights of the HR report. Harassment Prevention training is completed company wide.

Capital and Procurement

Mr. McGough gave highlights of the Procurement report. Demolition of the State St. site is complete.

Safety and Security (Risk Management)

Mr. Welsh gave highlights of the Risk Management report. D&A testing continues through COVID-19. The Annual Workers Compensation Audit was completed in August 2019 - September 2020. GNHTD will receive a premium return in the amount of \$28,620.00.

Facility Maintenance

Mr. Welsh gave highlights of the Facility report.

Fleet Maintenance

Mr. Marrero gave highlights of the Fleet report. All 12 new buses have been received and are being outfitted for deployment. Questions/discussion ensued regarding the differences between cutaways and OEM transits.

Executive Director's Report:

Mr. Marrero shared tasks that were completed during the quarter; started to deploy RMPay, union contract ratified, member dues invoices were sent out, performance reviews were completed, management meeting held on leadership and teamwork, and working with towns to fill Board vacancies. Review of M7 project with Board to provide RRP trips. Questions/discussion ensued.

Report of Committees :

a. Executive Committee – Mary called a special committee meeting with DOT to discuss the new facility project to be held on October 26, 2020.

Adjournment: *There being no further business brought before the Board, the meeting was adjourned at 11:17 a.m. on a motion by Doug Hausladen, seconded by Lee Grannis.*