

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT
ESTUARY TRANSIT DISTRICT and MIDDLETOWN TRANSIT DISTRICT BOARD MEETINGS

ESTUARY TRANSIT DISTRICT
MIDDLETOWN TRANSIT DISTRICT
SPECIAL EXPANSION TRANSITION COMMITTEE MEETING
MAT GARAGE, 91 N. Main Street, Middletown, CT with Remote Options
MONDAY, AUGUST 30, 2021, AT 1:00 PM.

CALL TO ORDER

The meeting was called to order by Susan Tyler at 1:12 p.m.

ROLL CALL

A quorum was established with the following committee members present: Angus McDonald, Beverly Lawrence, Joan Gay and Susan Tyler.

Also in attendance: Leslie Strauss, Dave Lee, Joseph Comerford, and Christina Denison.

Absent: Laura Francis and Ed Bailey

MOA DISCUSSION

Susan Tyler reported that no feedback has been received from CT DOT.

EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING CONTRACT NEGOTIATIONS

A motion was made to enter Executive Session for the purpose of discussing MOA contract negotiations with CT DOT by Angus McDonald and seconded by Beverly Lawrence. The motion passed unanimously. Invited into the Executive Session were all committee members, Leslie Strauss, Dave Lee, Joe Comerford, and Christina Denison. The Executive Session commenced at 1:13 p.m.

No actions were taken in Executive Session. The Executive Session concluded at 1:38 p.m.

DISCUSSION TOPICS

1. APPOINTMENT OF COMMITTEE CO-CHAIRS
Beverly Lawrence made a motion that the Expansion Transition Committee appoint Laura Francis and Susan Tyler as Co-Chairpersons of the Committee. Joan Gay seconded the motion. The motion passed unanimously.
2. COMMITTEE WORKLOAD AND AUTHORITY TO APPROVE CONTRACTS AND PROCUREMENTS
Tabled for further discussion.

OLD BUSINESS

A copy of the Board Policies, Committee Workload, Resolutions, marketing brochure and Power Point presentation were included in the Committee's packet.

1. Board Policies
Tyler reported that Dave Lee has completed the Investment Policy. Jonathan Shapiro, legal counsel, will be asked to review.
2. Committee Workload
No discussion.
3. Resolutions
Tyler reported that the ETD Board has executed the Resolution accepting the MTD towns. MTD will discuss the resolution at the September Board meeting.
4. Marketing Brochure
Tyler reported that the marketing brochure has been finalized and printing quotes are being obtained; however, the brochure will not go to print until matters with DOT are resolved.
5. Power Point Presentation
Tyler reported that the Power Point Presentation has been completed. However, matters with DOT must be resolved before the presentation is disseminated to the public.

NEW BUSINESS

1. Meeting Schedule – Tabled until next meeting

NEXT STEPS

1. Legal counsel will review the completed Board policies for a final time.
2. The Committee Workload will be given a closer look.
3. Susan Tyler will draft a letter to the CT DOT commissioner.

NEXT MEETING

The next meeting is scheduled for Friday, September 10, 2021, at the MAT Garage, 91 N. Main Street, Middletown at 10:00 a.m. with remote options.

ADJOURNMENT

A motion to adjourn was made by Beverly Lawrence and seconded by Angus McDonald. The meeting was adjourned at 2:01 p.m.

Respectfully submitted,

Christina Denison
Clerk