

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 16, 2021, AT 1:00 PM.

CALL TO ORDER

The meeting was called to order by Susan Tyler at 1:02 p.m.

ROLL CALL

A quorum was established with the following committee members present: Angus McDonald, Laura Francis, Beverly Lawrence, Ed Bailey and Susan Tyler.

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

Absent: Joan Gay

MOA DISCUSSION

None

DISCUSSION TOPICS

A copy of the ETC Workload Outline was included in the Committee's packet.

1. DOT VISIT

Joe Comerford reported that DOT officials visited both districts on Thursday, August 12, 2021.

2. Committee Workload

Tyler stated that the outline gives a large footprint of what the committee's workload may encompass and asked members to consider how much involvement the committee and the board should have in forthcoming studies and projects.

3. Resolutions

Jonathan Shapiro, legal counsel, continues to work on the board resolutions combining the two districts. The resolutions will be presented at upcoming Board meetings for acceptance.

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 Laura Francis. The motion

passed unanimously. Invited into the Executive Session were all committee members, Leslie Strauss, Joseph Samolis, Jonathan Shapiro, Dave Lee, Joe Comerford, and Christina Denison. The Executive Session commenced at 1:34 p.m.

No actions were taken in Executive Session. The Executive Session concluded at 1:50 p.m.

#### OLD BUSINESS

A copy of the marketing brochure and Power Point presentation outline were included in the Committee's packet.

1. Marketing Brochure  
Comerford presented the latest version of the stakeholders' marketing brochure.
2. Power Point Presentation  
The power point outline was reviewed and discussed. Dave Lee will organize presentation slides and Comerford will add graphics. A final version will be ready for the next meeting.

#### NEW BUSINESS

None

#### NEXT STEPS

1. Dave Lee will continue to revise the Board policies.
2. Members will review the Committee Workload Outline and be prepared to discuss at the next meeting.
3. Comerford and Lee will continue working on the Power Point presentation.
4. Leslie Strauss will continue to work with the graphic designer to finalize the marketing brochure.
5. Jonathan Shapiro will finalize the resolutions; and
6. Tyler, Francis and Comerford will continue discussions with CT DOT.

#### NEXT MEETING

The next meeting is scheduled for Monday, August 23, 2021, at the MAT Garage, 91 N. Main Street, Middletown at 1:00 p.m. with remote options.

#### ADJOURNMENT

A motion to adjourn was made by Laura Francis and seconded by Angus McDonald. The meeting was adjourned at 2:05 p.m.

Respectfully submitted,

Christina Denison  
Clerk