



**ESTUARY TRANSIT DISTRICT  
FINANCE COMMITTEE MEETING**  
ETD Offices, 91 N. Main St, Middletown, CT  
with Remote Option  
December 11, 2024 at 9:00 AM

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**Agenda**

1. Call to Order - C. Norz, Chair
2. Roll Call - C. Norz, Chair
3. Discussion of Budget vs. Actual and Cash Flow
4. New Business
  1. 2025-26 Town Dues
5. Old Business
  1. 2025 Schedule of Meetings
6. Next Meeting - February 12, 2025 @ 9:00 AM with Remote Option
7. Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/84323778632?pwd=bTN2WTITaUUwSVZaa0RtK2xJOG1BZz09>

Meeting ID: 843 2377 8632

Passcode: 043741

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One tap mobile

+16469313860,,84323778632#,,,,\*043741# US

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*Language Assistance is available. If you need assistance, please call Chris at 860-510-0429 ext. 104 at least 48 hours prior to the meeting.*

GRANTS TOTAL	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 149,261	\$ 347,100	43%
URBAN CARES ACT	\$ 95,537	\$ 592,400	16%
RURAL CARE ACT	\$ -	\$ -	
OTHER	\$ -	\$ -	
<b>TOTAL REVENUE</b>	<b>\$ 244,798</b>	<b>\$ 939,500</b>	<b>26%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 1,742,575	\$ 5,752,800	30%
PROFESSIONAL SERVICES	\$ 190,615	\$ 898,125	21%
RENT&UTILITIES	\$ 71,930	\$ 292,600	25%
INSURANCE	\$ 67,184	\$ 181,250	37%
MAINTENANCE	\$ 147,088	\$ 879,625	17%
FUEL	\$ 243,221	\$ 1,068,000	23%
MISCELLANEOUS EXPENSE	\$ 24,855	\$ 150,050	17%
TRANSPORTATION	\$ 2,995	\$ 30,000	10%
<b>TOTAL EXPENSES</b>	<b>\$ 2,490,463</b>	<b>\$ 9,252,450</b>	<b>27%</b>

<b>DEFICIT</b>	<b>\$ (2,245,665)</b>	<b>\$ (8,312,950)</b>
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<b>DOT</b>	<b>\$ 2,229,184</b>	<b>\$ 7,566,700</b>
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<b>LOCAL</b>	<b>\$ 82,605</b>	<b>\$ 746,250</b>
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<b>Surplus/(Deficit)</b>	<b>\$ 66,125</b>
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FIXED 5307	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 123,352	\$ 251,000	49%
URBAN CARES ACT		\$ 180,400	0%
RURAL CARE ACT			
OTHER			
<b>TOTAL REVENUE</b>	<b>\$ 123,352</b>	<b>\$ 431,400</b>	<b>29%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 1,073,085	\$ 3,089,500	35%
PROFESSIONAL SERVICES	\$ 125,844	\$ 580,500	22%
RENT&UTILITIES	\$ 58,960	\$ 217,500	27%
INSURANCE	\$ 53,692	\$ 125,000	43%
MAINTENANCE	\$ 90,361	\$ 519,750	17%
FUEL	\$ 159,368	\$ 635,750	25%
MISCELLANEOUS EXPENSE	\$ 16,872	\$ 86,000	20%
TRANSPORTATION			
<b>TOTAL EXPENSES</b>	<b>\$ 1,578,182</b>	<b>\$ 5,254,000</b>	<b>30%</b>

<b>DEFICIT</b>	<b>\$ (1,454,830)</b>	<b>\$ (4,822,600)</b>
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<b>DOT</b>	<b>\$ 1,396,109</b>	<b>\$ 4,188,327</b>
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<b>LOCAL</b>	<b>\$ 58,721</b>	<b>\$ 634,273</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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Midshore(OldSaybrook/Middletown) & Riverside EXT.	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 1,771	\$ 12,500	14%
URBAN CARES ACT			
RURAL CARE ACT			
OTHER			
<b>TOTAL REVENUE</b>	<b>\$ 1,771</b>	<b>\$ 12,500</b>	<b>14%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 83,414	\$ 237,000	35%
PROFESSIONAL SERVICES	\$ 2,518	\$ 29,000	9%
RENT&UTILITIES	\$ 629	\$ 19,000	3%
INSURANCE	\$ 1,180	\$ 12,500	9%
MAINTENANCE	\$ 8,206	\$ 45,000	18%
FUEL	\$ 11,017	\$ 51,000	22%
MISCELLANEOUS EXPENSE	\$ 392	\$ 5,600	7%
PURCHASE TRANSPORTATION			
<b>TOTAL EXPENSES</b>	<b>\$ 107,356</b>	<b>\$ 399,100</b>	<b>27%</b>

<b>DEFICIT</b>	<b>\$ (105,585)</b>	<b>\$ (386,600)</b>
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<b>DOT</b>	<b>\$ 125,750</b>	<b>\$ 386,600</b>
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<b>LOCAL</b>	<b>\$ -</b>
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<b>Surplus/(Deficit)</b>	<b>\$ 20,165</b>
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RURAL 5311	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 4,314	\$ 7,000	62%
URBAN CARES ACT			
RURAL CARE ACT			
OTHER			
<b>TOTAL REVENUE</b>	<b>\$ 4,314</b>	<b>\$ 7,000</b>	<b>62%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 103,180	\$ 303,100	34%
PROFESSIONAL SERVICES	\$ 6,751	\$ 56,600	12%
RENT&UTILITIES	\$ 4,581	\$ 21,500	21%
INSURANCE	\$ 4,550	\$ 13,250	34%
MAINTENANCE	\$ 8,464	\$ 50,000	17%
FUEL	\$ 16,574	\$ 62,000	27%
MISCELLANEOUS EXPENSE	\$ 708	\$ 8,550	8%
PURCHASE TRANSPORTATION			
<b>TOTAL EXPENSES</b>	<b>\$ 144,808</b>	<b>\$ 515,000</b>	<b>28%</b>

<b>DEFICIT</b>	<b>\$ (140,494)</b>	<b>\$ (508,000)</b>
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<b>DOT</b>	<b>\$ 116,610</b>	<b>\$ 354,410</b>
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<b>LOCAL</b>	<b>\$ 23,884</b>	<b>\$ 80,550</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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RT.81(Madison/Middletown)	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 831	\$ 5,000	17%
URBAN CARES ACT	\$ 46,860	\$ 167,500	28%
RURAL CARE ACT			
OTHER			
<b>TOTAL REVENUE</b>	<b>\$ 47,691</b>	<b>\$ 172,500</b>	<b>28%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 36,356	\$ 127,500	29%
PROFESSIONAL SERVICES			
RENT&UTILITIES			
INSURANCE			
MAINTENANCE	\$ 5,016	\$ 20,000	25%
FUEL	\$ 5,494	\$ 21,000	26%
MISCELLANEOUS EXPENSE	\$ 825	\$ 4,000	21%
PURCHASE TRANSPORTATION			
<b>TOTAL EXPENSES</b>	<b>\$ 47,691</b>	<b>\$ 172,500</b>	<b>28%</b>

<b>DEFICIT</b>	<b>\$ -</b>	<b>\$ -</b>
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<b>DOT</b>	<b>\$ -</b>	<b>\$ -</b>
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<b>LOCAL</b>	<b>\$ -</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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MGP&DAR&ADA	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 4,752	\$ 46,100	10%
URBAN CARES ACT			
RURAL CARE ACT			
OTHER			
<b>TOTAL REVENUE</b>	<b>\$ 4,752</b>	<b>\$ 46,100</b>	<b>10%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 189,750	\$ 682,400	28%
PROFESSIONAL SERVICES	\$ 11,530	\$ 96,750	12%
RENT&UTILITIES	\$ 7,761	\$ 34,600	22%
INSURANCE	\$ 7,761	\$ 30,500	25%
MAINTENANCE	\$ 17,223	\$ 85,500	20%
FUEL	\$ 21,703	\$ 101,000	21%
MISCELLANEOUS EXPENSE	\$ 2,085	\$ 17,750	12%
PURCHASE TRANSPORTATION			
<b>TOTAL EXPENSES</b>	<b>\$ 257,812</b>	<b>\$ 1,048,500</b>	<b>25%</b>

<b>DEFICIT</b>	<b>\$ (253,060)</b>	<b>\$ (1,002,400)</b>
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<b>DOT</b>	<b>\$ 253,060</b>	<b>\$ 934,248</b>
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<b>LOCAL</b>	<b>\$ -</b>	<b>\$ 68,152</b>
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<b>Surplus/(Deficit)</b>	<b>\$ 0.00</b>	<b>\$ -</b>
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X_MILE	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 9,978	\$ 10,500	95%
URBAN CARES ACT	\$ 48,677	\$ 226,000	22%
RURAL CARE ACT			
OTHER			
<b>TOTAL REVENUE</b>	<b>\$ 58,655</b>	<b>\$ 236,500</b>	<b>25%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 44,154	\$ 162,500	27%
PROFESSIONAL SERVICES	\$ 1,420	\$ 14,500	10%
RENT&UTILITIES			
INSURANCE			
MAINTENANCE	\$ 5,092	\$ 21,000	24%
FUEL	\$ 6,866	\$ 35,000	20%
MISCELLANEOUS EXPENSE	\$ 1,123	\$ 3,500	32%
PURCHASE TRANSPORTATION			
<b>TOTAL EXPENSES</b>	<b>\$ 58,655</b>	<b>\$ 236,500</b>	<b>25%</b>

<b>DEFICIT</b>	<b>\$ -</b>	<b>\$ -</b>
<b>DOT</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LOCAL</b>	<b>\$ -</b>	
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	



MicroTransit Pilot	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 2,566		0%
URBAN CARES ACT			0%
RURAL CARE ACT			
OTHER			
<b>TOTAL REVENUE</b>	<b>\$ 2,566</b>	<b>\$ -</b>	<b>0%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 202,051	\$ 1,099,550	18%
PROFESSIONAL SERVICES	\$ 42,552	\$ 93,025	46%
RENT&UTILITIES			
INSURANCE			
MAINTENANCE	\$ 11,557	\$ 132,225	9%
FUEL	\$ 20,253	\$ 155,150	13%
MISCELLANEOUS EXPENSE	\$ 2,850	\$ 20,900	14%
PURCHASE TRANSPORTATION			
<b>TOTAL EXPENSES</b>	<b>\$ 279,262</b>	<b>\$ 1,500,850</b>	<b>19%</b>

<b>DEFICIT</b>	<b>\$ (276,696)</b>	<b>\$ (1,500,850)</b>
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<b>DOT</b>	<b>\$ 322,656</b>	<b>\$ 1,500,850</b>
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<b>LOCAL</b>	<b>\$ -</b>
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<b>Surplus/(Deficit)</b>	<b>\$ 45,960</b>
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TAXI Voucher	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE	\$ 1,697	\$ 15,000	11%
URBAN CARES ACT			
RURAL CARE ACT			
Prepaid Fare			
<b>TOTAL REVENUE</b>	<b>\$ 1,697</b>	<b>\$ 15,000</b>	<b>11%</b>
<b>EXPENSES</b>			
SALARY AND BENEFITS			
PROFESSIONAL SERVICES		\$ 4,500	#DIV/0!
RENT&UTILITIES			
INSURANCE			
MAINTENANCE			
FUEL			
MISCELLANEOUS EXPENSE		\$ 3,000	0%
PURCHASE TRANSPORTATION	\$ 2,995	\$ 30,000	10%
<b>TOTAL EXPENSES</b>	<b>\$ 2,995</b>	<b>\$ 37,500</b>	<b>8%</b>

<b>DEFICIT</b>	<b>\$ (1,298)</b>	<b>\$ (22,500)</b>
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<b>DOT</b>	<b>\$ 1,298</b>	<b>\$ 22,500</b>
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<b>LOCAL</b>	<b>\$ -</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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ParkConnect	ESTUARY TRANSIT DISTRICT		
	For the Period July 1, 2024 to October 31, 2024		
	YTD ACTUAL	BUDGET AMOUNT	YTD % of BUDGET
<b>REVENUE</b>			
FAREBOX REVENUE			
URBAN CARES ACT		\$ 18,500	
RURAL CARE ACT			
Prepaid Fare			
<b>TOTAL REVENUE</b>	\$ -	\$ 18,500	\$ -
<b>EXPENSES</b>			
SALARY AND BENEFITS	\$ 10,586	\$ 51,250	21%
PROFESSIONAL SERVICES	\$ -	\$ 23,250	0%
RENT&UTILITIES			
INSURANCE			
MAINTENANCE	\$ 1,170	\$ 6,150	19%
FUEL	\$ 1,946	\$ 7,100	27%
MISCELLANEOUS EXPENSE		\$ 750	
PURCHASE TRANSPORTATION			
<b>TOTAL EXPENSES</b>	\$ 13,701	\$ 88,500	15%

<b>DEFICIT</b>	\$ (13,701)	\$ 70,000
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<b>DOT</b>	\$ 13,701	\$ 25,598
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<b>LOCAL</b>	\$ -
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<b>Surplus/(Deficit)</b>	\$ (0)
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<b>RIVER VALLEY TRANSIT</b>	
<b>STATEMENT OF CASH FLOWS</b>	
Monday, December 9, 2024	
Operating Checking	\$ -
Payroll Checking	\$ -
Capital Checking	\$ -
Money Market	\$ 3,594,106
Essex Savings Bank	\$ 95,912
<b>BALANCE TOTAL</b>	<b>\$ 3,690,018</b>

Account Payable	Dec-24	Jan-25	Feb-25
Payroll	\$ 356,500	\$ 356,500	\$ 356,500
Benefits	\$ 75,000	\$ 130,000	\$ 130,000
Professional Services	\$ 47,904	\$ 52,000	\$ 52,000
CIRMA	\$ 10,000	\$ 15,000	\$ 15,000
Rent & Utilities	\$ 25,000	\$ 25,000	\$ 25,000
Insurance	\$ 6,000	\$ 15,000	\$ 15,000
Fuel	\$ 49,988	\$ 75,000	\$ 75,000
Vehicle Maintenance and Repairs	\$ 20,241	\$ 50,000	\$ 50,000
Other Monthly Expenses	\$ 10,500	\$ 15,500	\$ 15,500
<b>TOTAL EXPENSES</b>	<b>\$ 601,133</b>	<b>\$ 734,000</b>	<b>\$ 734,000</b>

Account Receivable			
CT DOT FY 24 Capital Grants	\$ -	\$ 81,201	\$ -
ARPA FY 24	\$ -	\$ -	\$ 56,914
FIXED 5307 FY 25	\$ -	\$ -	\$ 1,047,082
ADA FY 25	\$ -	\$ -	\$ 123,644
DAR FY 25	\$ -	\$ -	\$ 28,083
MGP Grant FY 25	\$ -	\$ 109,112	\$ -
RURAL 5311 FY 25	\$ -	\$ 29,535	\$ 29,535
New Freedom 5310 FY 25	\$ 30,390	\$ 33,400	\$ 33,400
Madison/Middletown (RT.81) FY 25	\$ 14,375	\$ 14,375	\$ 14,375
X-Mile FY 25	\$ 16,500	\$ 16,500	\$ 16,500
MICROTRANSIT FY 25	\$ 102,008	\$ 90,000	\$ 9,000
Fare Box and Pre-paid Fare Revenue	\$ 14,000	\$ 28,500	\$ 28,500
Middlesex Hospital, Wesleyan, AAA	\$ 5,600	\$ 5,600	\$ 5,600
Town Dues (E.Hampton)	\$ -	\$ 5,320	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 182,873</b>	<b>\$ 413,543</b>	<b>\$ 1,392,633</b>

Cash at the beginning of the period	\$ 3,690,018	\$ 3,271,758	\$ 2,951,301
Cash at the end of the period	\$ 3,271,758	\$ 2,951,301	\$ 3,609,934

Money Market Account Interest as of 11/30/2024		4.26%	\$ 91,905.00
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2025-2026 Proposed Town Dues

Town	FY 24-25	FY 25-26		FY 25-26	
	Current	2.5%	Increases(\$)	3.0%	Increases(\$)
CHESTER	\$ 8,445	\$ 8,655	\$ 210	\$ 8,700	\$ 255
CLINTON	\$ 49,055	\$ 50,280	\$ 1,225	\$ 50,530	\$ 1,475
CROMWELL	\$ 4,375	\$ 4,485	\$ 110	\$ 4,505	\$ 130
DEEP RIVER	\$ 11,725	\$ 12,020	\$ 295	\$ 12,075	\$ 350
DURHAM	\$ 20,465	\$ 20,975	\$ 510	\$ 21,080	\$ 615
EAST HAMPTON	\$ 58,915	\$ 60,390	\$ 1,475	\$ 60,680	\$ 1,765
ESSEX	\$ 22,540	\$ 23,105	\$ 565	\$ 23,215	\$ 675
KILLINGWORTH	\$ 10,675	\$ 10,940	\$ 265	\$ 10,995	\$ 320
LYME	\$ 3,700	\$ 3,795	\$ 95	\$ 3,810	\$ 110
MADISON	\$ 3,820	\$ 3,915	\$ 95	\$ 3,935	\$ 115
MIDDLEFIELD	\$ 18,235	\$ 18,690	\$ 455	\$ 18,780	\$ 545
MIDDLETOWN	\$ 421,475	\$ 432,010	\$ 10,535	\$ 434,120	\$ 12,645
OLD LYME	\$ 17,710	\$ 18,155	\$ 445	\$ 18,240	\$ 530
OLD SAYBROOK	\$ 34,800	\$ 35,670	\$ 870	\$ 35,845	\$ 1,045
PORTLAND	\$ 43,025	\$ 44,100	\$ 1,075	\$ 44,315	\$ 1,290
WESTBROOK	\$ 17,305	\$ 17,740	\$ 435	\$ 17,825	\$ 520
<b>TOTAL</b>	<b>\$ 746,265</b>	<b>\$ 764,925</b>	<b>\$ 18,660</b>	<b>\$ 768,650</b>	<b>\$ 22,385</b>



# Estuary Transit District Finance Committee

**Members**  
*Charles Norz, Treasurer and Chairman*  
*DG Fitton*  
*Joan Gay*  
*James Irish*

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91 N. Main Street • Middletown, Connecticut 06457  
Telephone (860) 510-0429

## 2025 Schedule of Regular Meetings

The following is a schedule of regular meetings of the Estuary Transit District Finance Committee for the 2025 calendar year, filed in accordance of Connecticut General Statute 14 Sec 1-225 b. The Estuary Transit District Finance Committee meets on the second Wednesday of every other month at 9:00 AM.

February 12, 2025

April 9, 2025

June 11, 2025

August 6, 2025\*

October 8, 2025

December 10, 2025

Location: Estuary Transit District, Conference Room  
91 N. Main Street  
Middletown, CT 06457

\*The August meeting will be held on the first Wednesday of the month.