



**ESTUARY TRANSIT DISTRICT  
REGULAR BOARD MEETING  
MAT Offices, 91 N. Main Street, Middletown, CT  
with Remote Options  
December 17, 2021 at 10:00 AM**

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**AGENDA**

- I. Call to Order — Chair Leslie Strauss
- II. Roll Call — T. Griswold
- III. Visitors' Comments
- IV. Secretary's Report — T. Griswold
  - [1.](#) Acceptance of Board Meeting Minutes of November 19, 2021
  - [2.](#) Acceptance of ETC Committee Minutes of October 26, 2021, November 16, 2021 and November 23, 2021.
  - [3.](#) Acceptance of Finance Committee Minutes of December 15, 2021
- V. Communications — T. Griswold
- VI. Treasurer's Report — C. Norz
- VII. Committee Reports
  - 1. ETC Committee — J. Gay, Co-Chair and L. Francis, Co-Chair
  - 2. Finance Committee — C. Norz, Chairman
  - 3. Personnel Committee - K. Kilduff, Chairman
  - 4. Marketing Committee — L. Strauss, Chairman
  - 5. Legislative Committee — J. Gay, Chairman
  - 6. Service Study Committee — C. Norz, Chairman
  - 7. COG Update — J. Comerford
- VIII. Executive Director's Report — J. Comerford
- IX. Finance Director's Report — H. Famiglietti
  - [1.](#) Budget vs Actual
  - [2.](#) Cash Flow
- X. Operations Director's Report — J. Whitcomb
  - [1.](#) Ridership
- XI. Maintenance Director's Report — P. Hevrin
- XII. New Business
  - 1. Appointments

- [2.](#) XtraMile Fares
- [3.](#) Town Dues
4. Resolution to Accept Middletown Transit District Towns
- [5.](#) 2022 Board Meeting Calendar

XIII. Old Business

XIV. Chair Comments

XV. Board Members Comments

XVI. Next Meeting — Friday, January 14, 2022 at 9:00 AM

XVII. Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/82745677994?pwd=cGlyYXFwdURaSkxocUU3cEJsbTgwQT09>

Meeting ID: 827 4567 7994

Passcode: 026710

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

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

These minutes are subject to approval at the next Estuary Transit District Meeting

ESTUARY TRANSIT DISTRICT  
REGULAR MEETING  
VIA ZOOM  
FRIDAY, NOVEMBER 19, 2021

CALL TO ORDER

The meeting was called to order by Leslie Strauss, Chairman at 9:37 a.m. A quorum was established and in attendance included: Leslie Strauss, Charlie Norz, Tim Griswold, Peter Bierrie, Karl Kilduff, and Joan Gay (exited the meeting at 10:41 a.m.).

Absent: Angus MacDonald, David Lahm

Also in attendance: Lisa Gibson, Joe Comerford, John Hall, First Selectman Westbrook, Christina Denison

VISITOR COMMENTS – None.

SECRETARY’S REPORT

Peter Bierrie made a motion to approve the minutes from the 10/15/21 Board meeting, and the 10/12, 10/19/21 ETC Committee meetings. Charlie Norz seconded the motion. The motion passed unanimously.

COMMUNICATIONS - None.

TREASURER’S REPORT

Charlie attended the last ETC meeting and requested copies of the Middletown budget for Finance Committee review. This document will be reviewed at the December Finance Committee meeting.

Joan Gay made a motion to accept the Treasurer’s Report. Peter Bierrie seconded the motion. The motion passed unanimously.

COMMITTEE REPORTS

ETC Committee –

Joan Gay reported that a letter was sent to Legislators updating them on the status of the merger. A copy of this letter will be forwarded to Board members.

Joe reported that the purchase of equipment (radios and software) is progressing. It is anticipated that in December, both districts will be on the same program.

Additional comments relative to the ETC Committee as follows:

- A representative from the State is working diligently on the TOD(s) and Site Selection, however; there are some inter-department communication issues at DOT.
- Middletown has voted to become part of expanded ETD. Durham and Middlefield have scheduled their meetings on joining the District.
- We have requested assistance from the Middletown Board vis a vis the merger and representatives on various committees (Service Study Committee).

- The State closed on the Middletown facility.
  - The status of ownership of facilities was discussed. The State has agreed that transfer of ownership would not take place before the operational merger of the two districts, all State commitments are met and the State demonstrates their ability to maintain the facility via a lease.
  - The State is to provide design documents relative to the renovation of the new Middletown building.
- Halyna will provide a 5 year Middletown and ETD fare history for discussion at the next meeting. Note that Middletown does not have a Finance Committee.

Tim Griswold made a motion to accept the Finance Committee report. Karl Kilduff seconded the motion. The motion passed unanimously.

#### Marketing Committee

The major media event relative to the merger is delayed until the State provides TODs, the Board is “merged” and facility matters are resolved.

The graphic designer has been charged with providing an interim logo (co-branding the districts) to be used on documents.

#### EXECUTIVE DIRECTOR’S REPORT

Joe reported:

- The CRSSA Grant (Covid Relief), totaling \$1.5 million (for both districts) will be deposited into ETD’s account (as previously discussed).
- The State is in the process of determining the protocol for the distribution of the ARPA Transportation funds (\$1.5 million to the District).
- The 3 additional staff positions are funded by the State.
- We will request funds be used for the Rte. 81 route.

Joe reported that the Committee determined that funds will be used for increased operating expenses due to merging the two districts, i.e.; benefits, positions, additional staff, and operating costs. The plan is to use Relief Funds for these items so we don’t have to make requests to the DOT for merger related items as we typically have to wait for DOT response, approval, etc. The DOT has agreed to this proposal. The DOT has agreed to fund these initiatives moving forward.

- The Software is to go “live” on 1/1.
- Radio project - We are waiting for funding documentation from the State. This will allow Middletown to be on the State’s system (ETD is currently on the State’s system).
- Scheduling software with Middletown will go “live” in mid December.
- Two support vehicles have been received and we have a price for a Service Truck.
- The Automatic Vehicle Software should be available within the next week. This will put all routes on the same platform.
- Joe attended the industry Expo last week. Electric busses were highlighted at the event.
- The District’s 2<sup>nd</sup> mechanic started this week.
- Wesleyan University has expressed interest in a “micro transit” program between the university and downtown Middletown.

- The Xmile program remains extremely popular.

Joe reported that Dave Lee, First Transit will assist with the scope of work documents for several studies including HR, fares, marketing, etc. Dave is familiar with the District(s). The cost for his assistance is \$5,000 and he is able to begin ASAP. We have \$390,000 in Capital for these studies.

Karl Kilduff made a motion to accept the Executive Director's Report as presented. Tim Griswold seconded the motion. The motion passed unanimously.

NEW BUSINESS – None.

OLD BUSINESS - None.

CHAIR COMMENTS

Leslie reported that representatives from MAT were invited to today's meeting but unfortunately were not in attendance. As some MAT representative have a conflict meeting on the 3<sup>rd</sup> Friday of the month, Leslie encouraged Board members to check their calendars for perhaps meeting on a different Friday. The calendar will be established at the December Board meeting and forwarded to the Secretary of State as required.

The Nominating Committee, chaired by Angus, will present names at the February meeting. The updated ETD Board Committee spreadsheet was forwarded to members.

The Board welcomed John Hall, Westbrook First Selectman.

BOARD MEMBER COMMENTS - None.

Next Meeting – December 17, 2021 – 10:00 a.m.

ADJOURNMENT

Peter Bierrie made a motion to adjourn the meeting at 10:46 a.m. Karl Kilduff seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Suzanne Helchowski  
Clerk

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  
MTD GARAGE, 91 N. Main Street, Middletown, CT with Remote Options  
TUESDAY, NOVEMBER 16, 2021, AT 1:00 PM.

CALL TO ORDER

The meeting was called to order by Joan Gay, Chair, at 1:05 p.m.

ROLL CALL

A quorum was established with the following committee members present: Laura Francis, Joan Gay, Karl Kilduff, and Beverly Lawrence

Absent: Ed Bailey and Angus McDonald

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

Guests: David Lahm, ETD Board Member, Lyme; Maureen Lawrence, Transit Manager, CT DOT; and Charlie Norz, ETD Board Member, Old Saybrook.

EXECUTIVE SESSION

None

EXECUTIVE DIRECTOR'S REPORT

Comerford reported that the Legislators have been updated on the expansion via email. A copy of the email was included in the meeting packet. No feedback has been received.

He also reported that the purchase of equipment is progressing with the recent delivery of vehicles. Planning software and radios have been ordered. He also reported that all MTD dispatchers and supervisors completed training on the scheduling software used by ETD. In December, all ADA/paratransit and DAR services should be transferred over to the new software, resulting in both districts operating the same program.

Comerford also indicated that DOT has closed on the Middletown property on N. Main Street.

At the October 26 meeting, it was reported that First Transit would be assisting in writing the scopes for the major projects included in the transit study. Laura Francis made a motion to approve David Lee, to facilitate the scope of 3 projects included in the RIVERCOG transit study, including the Human Resources Study, the Rebranding and Marketing Study and the Fares Study. Karl Kilduff seconded the motion. The motion passed unanimously.

Comerford reported that in a recent conversation with Dennis Solensky, CTDOT, it was noted that the Letter of Intent did not mention the status of the 91 N. Main Street, Middletown property. Laura Francis made a motion to negotiate an agreement with CTDOT to transfer ownership of 91 N Main St., Middletown to the state at the time of the operational merger of ETD and MTD provided:

- CTDOT has met all obligations contained in the letter dated October 7, 2021;
- CTDOT has achieved a level of staffing sufficient to properly maintain the facility as determined by ETD and MTD;
- CTDOT agrees to accept financial responsibility for the maintenance of 91 N Main St;
- CTDOT has designed and programmed funding for the renovation and expansion of 91 N Main St; and
- CTDOT provides a written long-term lease with terms acceptable to ETD and MTD.

Karl Kilduff seconded the motion. The motion passed unanimously. Comerford noted that the motion will need to go to the MTD Board for approval.

Jonathan Shapiro, legal counsel, will review the Agreement when drafted.

#### CT DOT PROGRESS UPDATE REPORT

M. Lawrence reported that she did not have any official updates, indicating that the TOD's and the site selection are moving forward. She will report any news as soon as it is available.

#### COVID FUNDS

Comerford reported that the district has received \$1.5 million in CRRSSA funds and is still waiting to receive the remaining \$1.5 million in ARPA funds.

#### DISCUSSION TOPICS

##### 1. Member Dues Structure

To be discussed at a future meeting. Halyna Famiglietti, Finance Director, will compile a report illustrating the percentage increase in ETD and MTD dues over the past 5 years for the next meeting.

##### 2. Joint Board Committee Structure and Membership

To be discussed further at future meeting.

##### 3. Joint Board Officers

Gay stated that a member of the MTD Board should be appointed in January to serve on the ETD Nominating Committee.

It was recommended that Leslie Strauss preside over January meeting.

In the meantime, MTD Board members are invited to attend all ETD Board meetings.

A meeting schedule for the Expanded Board will be determined at the December meeting.

### OLD BUSINESS

1. Implementation and Communications Plan

The plan was reviewed and will be revised as needed.

Gay asked Comerford, Strauss and Lee to identify topics and a strategy for a media event. It was recommended that a MTD Board member also work with marketing committee.

2. Grant Resolution

To be discussed at a future meeting.

3. By-Laws and Board Policies

A copy of the By Laws and Board Policies were included in the meeting packet. Gay indicated that all changes have been incorporated but asked members to give the documents a final review before the documents go to the Expanded ETD Board in January for approval.

### NEW BUSINESS

Norz requested that each district's budgets be made available to members.

### NEXT STEPS

1. Comerford and M. Lawrence will continue to monitor the issuance of the TODs and the appointment of a facilities on-call consultant.
2. The committee will continue to discuss the dues structure and board committee structure and membership/appointments.
3. Halyna Famiglietti will compile a 5-year dues structure report.
4. The Implementation Plan will continue to be revised and updated as needed.
5. MTD Board will appoint a member to the Joint Service Committee.
6. MTD Board members will be invited to attend that ETD Board meeting on Friday, November 19, 2021.

### NEXT MEETING

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

### ADJOURNMENT

The meeting was adjourned at 2:00 p.m.

Respectfully submitted,

Christina Denison  
Clerk

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  
TUESDAY, OCTOBER 26, 2021, AT 1:00 PM.

CALL TO ORDER

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

ROLL CALL

A quorum was established with the following committee members present: Angus McDonald (arrived at 1:16 p.m.), Susan Tyler, Joan Gay, Laura Francis, and Ed Bailey

Absent: Beverly Lawrence

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

Guests: Charlie Norz, ETD Board Member, Old Saybrook; and Maureen Lawrence, Transit Manager, CT DOT.

MOA DISCUSSION

Joe Comerford reported that the district has received \$3 million in COVID Relief funds allocated for operational costs for the next three years. He noted that there are no restrictions on the funds. Further funding is expected once the Tri-State/METRO split is negotiated.

EXECUTIVE SESSION

None.

CT DOT PROGRESS UPDATE REPORT

M. Lawrence reported that DOT will participate in any media events scheduled. She stated that further discussion is necessary regarding the status of on-call consultants. Lawrence also reported that the TODs should be issued soon, and further discussion is also needed with Rail regarding the status and suitability of a shoreline facility in Old Saybrook. Lawrence noted that the Middletown property has been transferred to the best of her knowledge. She does not know when the COVID funds will be dispersed.

EXECUTIVE DIRECTOR'S REPORT

Comerford reported that the 3 positions have been advertised and a second mechanic has been hired. An Accounts Receivable/Payable position and a Roads Supervisor position have also been advertised. He also noted that the District is in the process of acquiring the procurements approved at the last ETD Board meeting. Funding requests have been submitted

to DOT for the HR Study and the Fare Study; the Rebranding Study has already been funded. It was agreed that the committee will review the scopes for these 3 studies. Comerford also stated that First Transit will be assisting in writing the scopes for the major projects.

DISCUSSION TOPICS

None.

OLD BUSINESS

1. Implementation Plan

The plan was reviewed and will be revised as needed.

Members' dues structure will be discussed at the next ETD Finance Committee meeting and future ETD and MTD Board meetings in December.

2. Media Event

DOT will participate in future media events.

NEW BUSINESS

1. Election of Co-chairs

Angus McDonald made a motion to appoint Joan Gay and Laura Francis as Co-chairs of the committee. Ed Bailey seconded the motion. The motion passed unanimously.

2. Meeting Schedule

The committee will continue to meet on a weekly basis through December, 2021.

NEXT STEPS

1. Comerford and M. Lawrence will continue to monitor the issuance of the TODs and the appointment of a facilities on-call consultant.
2. The committee will continue to discuss the dues structure and board committee appointments.
3. The Implementation Plan will continue to be revised and updated as needed.
4. MTD Board will appoint a member to the Joint Service Committee.

NEXT MEETING

The next meeting is scheduled for Tuesday, November 9, 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 Joan Gay. The meeting was adjourned at 2:08 p.m.

Respectfully submitted,

Christina Denison  
Clerk

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  
MTD GARAGE, 91 N. Main Street, Middletown, CT with Remote Options  
TUESDAY, NOVEMBER 23, 2021, AT 1:00 PM.

CALL TO ORDER

The meeting was called to order by Joan Gay, Chair, at 1:03 p.m.

ROLL CALL

A quorum was established with the following committee members present: Laura Francis, Joan Gay, Karl Kilduff, and Angus McDonald

Absent: Ed Bailey and Beverly Lawrence

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

Guests: Charlie Norz, ETD Board Member, Old Saybrook, and Joseph Samolis, MTD Board Chair.

CT DOT PROGRESS UPDATE REPORT

Maureen Lawrence, CT DOT, was unable to attend but will forward an update via email.

Comerford reported that he has not received any news from Denis Solensky, CT DOT regarding ETD's motion regarding 91 No. Mani St. Middletown property

IMPLEMENTATION PLAN

The plan was reviewed and will be revised as needed.

Gay reported that Middlefield will hold a town meeting on Monday, November 29 to vote on joining ETD; Durham's town meeting is scheduled for Monday, December 13. ETD will vote to accept the towns at their December Board meeting. It was agreed that following the meeting, negotiations should be held with DOT to move forward more aggressively for which Strauss, Comerford and Samolis will develop a strategy for Nov. 30 meeting.

EXECUTIVE DIRECTOR'S REPORT

Comerford reported that all projects regarding software and radios are progressing on schedule. By mid-December, both districts will be operating the same scheduling software.

He also reported that Dennis Solensky, CT DOT, agrees to the terms ETD presented to transfer ownership of 91 N Main St., Middletown to the state at the time of the operational merger of ETD and MTD. Jonathan Shapiro, legal counsel, will be engaged to write the agreement.

DISCUSSION TOPICS1. Member Dues Structure

A report illustrating the percentage increase in ETD and MTD dues over the past 5 years was presented and reviewed. Laura Francis made a motion for the ETC to recommend the Expanded ETD Board maintain the current due structure until further evaluation by the Expanded Board. Angus McDonald seconded the motion. The motion passed unanimously.

2. Board Meeting Schedule

Gay reported that the Expanded Board meeting schedule will be changed to accommodate MTD Board members schedules.

OLD BUSINESS1. By Laws and Board Policies

Gay indicated that By Laws and Policies have been submitted to the ETD and the MTD Boards for approval. Laura Francis made a motion for the ETC to recommend the Expanded ETD Board approve the By Laws and Policies at the first Expanded ETD Board meeting. Karl Kilduff seconded the motion. The motion passed unanimously.

2. Other Business

Samolis will serve as the MTD service study representative.

Lee has begun drafting the HR Study scope.

A graphic designer has been hired to work on a new logo.

NEW BUSINESS

The ETC meeting schedule will be discussed at the next meeting.

NEXT STEPS

1. Comerford and M. Lawrence will continue to monitor the issuance of the TODs and the appointment of a facilities on-call consultant.
2. The Implementation Plan will continue to be revised and updated as needed.
3. Comerford, Samolis and Strauss will meet prior to the next meeting to discuss a DOT strategy.
4. Francis will poll the MTD Board members for Expanded Board meeting dates.

NEXT MEETING

The next meeting is scheduled for Tuesday, November 30, 2021, at the MTD Garage, 91 N. Main Street, Middletown at 1:00 p.m. with remote options.

ADJOURNMENT

The meeting was adjourned at 2:08 p.m.

Respectfully submitted,

Christina Denison  
Clerk

ESTUARY TRANSIT DISTRICT  
FINANCE COMMITTEE MEETING  
WEDNESDAY DECEMBER 15, 2021

**Call to Order**

The meeting of the Estuary Transit District Finance Committee was called to order by Charles Norz at 9:30 a.m. via zoom conference call.

**Roll Call**

Those in attendance included: Charles Norz, Peter Bierrie and Karl Kilduff

Absent: Joan Gay

**Staff:** Halyna Famiglietti and Lisa Gibson

Joseph Comerford joined the meeting at 9:42 a.m.

**Guest:** None.

Peter Bierrie made a motion to move the discussion of Town Dues to the first item on the agenda. Karl Kilduff seconded the motion. The motion passed unanimously.

**Discussion of Town Dues – Charles Norz**

Karl Kilduff made a motion to recommend to the ETD Board regarding Town Dues that a 2% increase is appropriate and prudent given the local match requirement to leverage DOT funding. Peter Bierrie seconded the motion. The motion passed unanimously.

**Discussion of Budget vs. Actual – Halyna Famiglietti**

Halyna Famiglietti stated that there are no issues with Budget vs. Actual.

Karl Kilduff requested that a workshop be set to help Finance Committee Members in understanding the Finance Packet in more detail as it relates to the budget and State and Federal Funding.

The Committee lost quorum at 10:30 a.m. when Karl Kilduff left the meeting. The following Agenda items were discussed for informational purposes only. No Actions were taken on any Agenda items after the loss of quorum and the meeting was adjourned at 11:00a.m.

**Discussion of Cash Flow – Halyna Famiglietti**

**Discussion of Income Items – Charles Norz**

Peter Bierrie left the meeting at 10:42 a.m.

**Other Business**

**Schedule of Finance Committee Meetings 2022**

Charles Norz, Finance Committee Chair, approved the Schedule of Finance Committee Meetings for 2022.

The next Finance Committee meeting will be Wednesday, February 9, 2022 at 9:30 a.m.

**Adjournment**

Charlie Norz adjourned the meeting at 11:00 a.m.

Respectfully Submitted,

Lisa Gibson  
Administrative Secretary

Charles Norz  
Treasurer

<b>ESTUARY TRANSIT DISTRICT</b>					
<b>For the Period July 1, 2021 to October 31, 2021</b>					
	<b>YTD ACTUAL</b>	<b>BUDGET AMOUNT</b>	<b>YTD VARIANCE</b>	<b>TOTAL FY22 BUDGET</b>	<b>REMAINING BUDGET</b>
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 32,564	\$ 31,275	\$ 1,289	\$ 93,825	\$ 61,261
405 · DURHAM & HADDAM REVENUE	\$ 10,062	\$ 13,383	\$ (3,321)	\$ 40,150	\$ 30,088
405 · MIDDLESEX HOSPITAL PHP	\$ 10,150	\$ -	\$ 10,150	\$ -	\$ (10,150)
405 · OTHER REVENUE	\$ 802	\$ 36,217	\$ (35,415)	\$ 108,650	\$ 107,848
408 · ADVERTISING	\$ 4,000	\$ 17,983	\$ (13,983)	\$ 53,950	\$ 49,950
CARES ACT	\$ 28,626	\$ 62,528	\$ (33,903)	\$ 187,585	\$ 158,959
<b>TOTAL REVENUE</b>	<b>\$ 86,204</b>	<b>\$ 161,387</b>	<b>\$ (75,183)</b>	<b>\$ 484,160</b>	<b>\$ 397,956</b>
<b>EXPENSES</b>					
501 · LABOR	\$ 294,471	\$ 437,992	\$ 143,520	\$ 1,313,975	\$ 1,019,504
502 · FRINGE BENEFITS	\$ 121,680	\$ 198,983	\$ 77,303	\$ 596,950	\$ 475,270
503 · SERVICES	\$ 64,847	\$ 44,067	\$ (20,780)	\$ 132,200	\$ 67,353
503.01 · MANAGEMENT	\$ 32,836	\$ 80,000	\$ 47,164	\$ 240,000	\$ 207,164
503.10 · MAINTENANCE	\$ 51,430	\$ 71,725	\$ 20,295	\$ 215,175	\$ 163,745
504 · MATERIALS & SUPPLIES	\$ 9,105	\$ 6,475	\$ (2,732)	\$ 19,425	\$ 10,320
505 · UTILITIES	\$ 31,379	\$ 26,183	\$ (5,195)	\$ 78,550	\$ 47,171
506 · CASUALTY & LIABILITY COST	\$ 18,742	\$ 15,333	\$ (3,409)	\$ 46,000	\$ 27,258
507 · FUEL	\$ 84,914	\$ 89,167	\$ 4,253	\$ 267,500	\$ 182,586
509 · MISCELLANEOUS EXPENSE	\$ 14,478	\$ 11,550	\$ (2,928)	\$ 34,650	\$ 20,172
Contingency	\$ 6,241	\$ 12,437	\$ 6,196	\$ 37,310	\$ 31,069
<b>TOTAL EXPENSES</b>	<b>\$ 730,122</b>	<b>\$ 993,912</b>	<b>\$ 263,687</b>	<b>\$ 2,981,735</b>	<b>\$ 2,251,613</b>

	<b>Surplus/ (Deficit)</b>		
	<b>DOT</b>	<b>LOCAL</b>	<b>Local Reserved for DAR</b>
Regional Shuttle	\$ -		
RT.81	\$ -		
Mid-Shore Shuttle	\$ 6,319		
Riverside Shuttle Ext.	\$ -		
TOC		\$ -	
MGP		\$ -	
DAR		\$ -	
ADA		\$ -	
Trolley		\$ -	
<b>TOTAL</b>	<b>\$ 6,319</b>	<b>\$ -</b>	<b>\$ -</b>
XMILE		\$ -	

	REGIONAL SHUTTLE				
	For the Period July 1, 2021 to October 31, 2021				
	YTD Actuals	YTD Budget	YTD VARIANCE	TOTAL FY 22 BUDGET	REMAINING BUDGET
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 24,731	\$ 20,000	\$ 4,731	\$ 60,000	\$ 35,269
405 · DURHAM & HADDAM REVENUE	\$ -	\$ -	\$ -		\$ -
405 · MIDDLESEX HOSPITAL PHP	\$ -	\$ -	\$ -		\$ -
405 · OTHER REVENUE	\$ 802	\$ 36,217	\$ (35,415)	\$ 108,650	\$ 107,848
408 · ADVERTISING	\$ -	\$ 10,000	\$ (10,000)	\$ 30,000	\$ 30,000
CARES ACT		\$ 40,417	\$ (40,417)	\$ 121,250	\$ 121,250
<b>TOTAL REVENUE</b>	<b>\$ 25,533</b>	<b>\$ 106,633</b>	<b>\$ (81,101)</b>	<b>\$ 319,900</b>	<b>\$ 294,367</b>
<b>EXPENSES</b>		\$ -			
501 · LABOR	\$ 131,191	\$ 264,000	\$ 132,809	\$ 792,000	\$ 660,809
502 · FRINGE BENEFITS	\$ 59,769	\$ 126,500	\$ 66,731	\$ 379,500	\$ 319,731
503 · SERVICES	\$ 55,596	\$ 37,733	\$ (17,863)	\$ 113,200	\$ 57,604
503.01 · MANAGEMENT	\$ 29,552	\$ 72,000	\$ 42,448	\$ 216,000	\$ 186,448
503.10 · MAINTENANCE	\$ 18,730	\$ 26,667	\$ 7,937	\$ 80,000	\$ 61,270
504 · MATERIALS & SUPPLIES	\$ 4,125	\$ 1,500	\$ (2,625)	\$ 4,500	\$ 375
505 · RENT & UTILITIES	\$ 25,065	\$ 22,933	\$ (2,132)	\$ 68,800	\$ 43,735
506 · CASUALTY & LIABILITY COST	\$ 11,492	\$ 10,667	\$ (826)	\$ 32,000	\$ 20,508
507 · FUEL	\$ 29,262	\$ 33,667	\$ 4,404	\$ 101,000	\$ 71,738
509 · MISCELLANEOUS EXPENSE	\$ 4,727	\$ 2,667	\$ (2,060)	\$ 8,000	\$ 3,273
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 369,509</b>	<b>\$ 598,333</b>	<b>\$ 228,824</b>	<b>\$ 1,795,000</b>	<b>\$ 1,425,491</b>

<b>DEFICIT</b>	<b>\$ 343,977</b>
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<b>DOT</b>	<b>\$ 343,977</b>	<b>\$ 353,672</b>	<b>\$ 1,061,017</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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<b>RT. 81 - Madison-Middletown</b>					
<b>For the Period July 1, 2021 to October 31, 2021</b>					
	<b>YTD Actuals</b>	<b>YTD Budget</b>	<b>YTD VARIANCE</b>	<b>TOTAL FY 22 BUDGET</b>	<b>REMAINING BUDGET</b>
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 1,162	\$ 517	\$ 645	\$ 1,550	\$ 388
405 · DURHAM & HADDAM REVENUE	\$ -	\$ -	\$ -		\$ -
405 · MIDDLESEX HOSPITAL PHP	\$ -	\$ -	\$ -		\$ -
405 · OTHER REVENUE	\$ -	\$ -	\$ -		\$ -
408 · ADVERTISING	\$ -	\$ -	\$ -		\$ -
CARES ACT	<b>\$ 23,606</b>	\$ 2,350	\$ 21,256	\$ 7,050	\$ (16,556)
<b>TOTAL REVENUE</b>	<b>\$ 24,768</b>	<b>\$ 2,867</b>	<b>\$ 21,901</b>	<b>\$ 8,600</b>	<b>\$ (16,168)</b>
<b>EXPENSES</b>					
		\$ -			
501 · LABOR	\$ 20,761	\$ 22,333	\$ 1,572	\$ 67,000	\$ 46,239
502 · FRINGE BENEFITS	\$ 7,007	\$ 8,500	\$ 1,493	\$ 25,500	\$ 18,493
503 · SERVICES		\$ -			
503.01 · MANAGEMENT		\$ -			
503.10 · MAINTENANCE	\$ 5,782	\$ 8,667	\$ 2,885	\$ 26,000	\$ 20,218
504 · MATERIALS & SUPPLIES		\$ -			
505 · RENT & UTILITIES	\$ 1,199	\$ 517	\$ (682)	\$ 1,550	\$ 351
506 · CASUALTY & LIABILITY COST		\$ -			
507 · FUEL	\$ 8,796	\$ 11,100	\$ 2,304	\$ 33,300	\$ 24,504
509 · MISCELLANEOUS EXPENSE	\$ 4,859	\$ 1,750	\$ (3,109)	\$ 5,250.00	\$ 391
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 48,404</b>	<b>\$ 52,867</b>	<b>\$ 4,463</b>	<b>\$ 158,600</b>	<b>\$ 110,196</b>

<b>DEFICIT</b>	<b>\$ 23,636</b>
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<b>DOT</b>	<b>\$ 23,636</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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\$ -

	MID-SHORE SHUTTLE				
	For the Period July 1, 2021 to October 31, 2021				
	YTD Actuals	YTD Budget	YTD VARIANCE	TOTAL FY 22 BUDGET	REMAINING BUDGET
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 986	\$ 1,183	\$ (197)	\$ 3,550	\$ 2,564
405 · DURHAM & HADDAM REVENUE	\$ -	\$ -	\$ -		\$ -
405 · MIDDLESEX HOSPITAL PHP	\$ -	\$ -	\$ -		\$ -
405 · OTHER REVENUE	\$ -	\$ -	\$ -		\$ -
408 · ADVERTISING	\$ -	\$ -	\$ -		\$ -
CARES ACT	\$ -	\$ 2,542	\$ (2,542)	\$ 7,625	\$ 7,625
<b>TOTAL REVENUE</b>	<b>\$ 986</b>	<b>\$ 3,725</b>	<b>\$ (2,739)</b>	<b>\$ 11,175</b>	<b>\$ 10,189</b>
<b>EXPENSES</b>					
501 · LABOR	\$ 29,536	\$ 31,333	\$ 1,798	\$ 94,000	\$ 64,464
502 · FRINGE BENEFITS	\$ 16,415	\$ 11,667	\$ (4,748)	\$ 35,000	\$ 18,585
503 · SERVICES		\$ -	\$ -		
503.01 · MANAGEMENT		\$ -	\$ -		
503.10 · MAINTENANCE	\$ 6,671	\$ 9,317	\$ 2,645	\$ 27,950	\$ 21,279
504 · MATERIALS & SUPPLIES		\$ -	\$ -		
505 · RENT & UTILITIES	\$ 1,237	\$ 550	\$ (687)	\$ 1,650	\$ 413
506 · CASUALTY & LIABILITY COST		\$ -	\$ -		
507 · FUEL	\$ 10,150	\$ 11,900	\$ 1,750	\$ 35,700	\$ 25,550
509 · MISCELLANEOUS EXPENSE	\$ 550	\$ 1,092	\$ 542	\$ 3,275	\$ 2,725
Contingency	\$ 4,666	\$ 6,533	\$ 1,868	\$ 19,600	\$ 14,934
<b>TOTAL EXPENSES</b>	<b>\$ 69,223</b>	<b>\$ 72,392</b>	<b>\$ 3,168</b>	<b>\$ 217,175</b>	<b>\$ 147,952</b>

<b>DEFICIT</b>	<b>\$ 68,238</b>
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<b>DOT</b>	<b>\$ 74,557</b>
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<b>Surplus/(Deficit)</b>	<b>\$ 6,319</b>
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\$ -

	Riverside EXT				
	For the Period July 1, 2021 to October 31, 2021				
	YTD Actuals	YTD Budget	YTD VARIANCE	TOTAL FY 22 BUDGET	REMAINING BUDGET
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 907	\$ 783	\$ 123	\$ 2,350	\$ 1,443
405 · DURHAM & HADDAM REVENUE		\$ -	\$ -		\$ -
405 · MIDDLESEX HOSPITAL PHP		\$ -	\$ -		\$ -
405 · OTHER REVENUE		\$ -	\$ -		\$ -
408 · ADVERTISING		\$ -	\$ -		\$ -
CARES ACT	\$ -	\$ 1,117	\$ (1,117)	\$ 3,350	\$ 3,350
<b>TOTAL REVENUE</b>	<b>\$ 907</b>	<b>\$ 1,900</b>	<b>\$ (993)</b>	<b>\$ 5,700</b>	<b>\$ 4,793</b>
<b>EXPENSES</b>					
501 · LABOR	\$ 17,129	\$ 15,008	\$ (2,121)	\$ 45,025	\$ 27,896
502 · FRINGE BENEFITS	\$ 7,913	\$ 4,433	\$ (3,480)	\$ 13,300	\$ 5,387
503 · SERVICES		\$ -			
503.01 · MANAGEMENT		\$ -			
503.10 · MAINTENANCE	\$ 2,224	\$ 3,108	\$ 885	\$ 9,325	\$ 7,101
504 · MATERIALS & SUPPLIES		\$ -			
505 · RENT & UTILITIES	\$ 481	\$ 183	\$ (297)	\$ 550	\$ 69
506 · CASUALTY & LIABILITY COST		\$ -	\$ -		
507 · FUEL	\$ 3,383	\$ 3,967	\$ 583	\$ 11,900	\$ 8,517
509 · MISCELLANEOUS EXPENSE	\$ 183	\$ 133	\$ (50)	\$ 400	\$ 217
Contingency	\$ 1,575	\$ 3,733	\$ 2,158	\$ 11,200	\$ 9,625
<b>TOTAL EXPENSES</b>	<b>\$ 32,888</b>	<b>\$ 30,567</b>	<b>\$ (2,321)</b>	<b>\$ 91,700</b>	<b>\$ 58,812</b>

<b>DEFICIT</b>	<b>\$ 31,981</b>
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<b>DOT</b>	<b>\$ 31,981</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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	TRANSIT ON CALL				
	For the Period July 1, 2021 to October 31, 2021				
	YTD Actuals	YTD Budget	YTD VARIANCE	TOTAL FY 22 BUDGET	REMAINING BUDGET
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 636	\$ 833	\$ (197)	\$ 2,500	\$ 1,864
405 · DURHAM & HADDAM REVENUE	\$ -	\$ -	\$ -		\$ -
405 · MIDDLESEX HOSPITAL PHP	\$ -	\$ -	\$ -		\$ -
405 · OTHER REVENUE		\$ -	\$ -		\$ -
408 · ADVERTISING	\$ -	\$ 4,817	\$ (4,817)	\$ 14,450	\$ 14,450
RURAL CARES	\$ -	\$ 750	\$ (750)	\$ 2,250	\$ 2,250
<b>TOTAL REVENUE</b>	<b>\$ 636</b>	<b>\$ 6,400</b>	<b>\$ (5,764)</b>	<b>\$ 19,200</b>	<b>\$ 18,564</b>
<b>EXPENSES</b>					
501 · LABOR	\$ 12,049	\$ 11,983	\$ (66)	\$ 35,950	\$ 23,901
502 · FRINGE BENEFITS	\$ 4,365	\$ 3,550	\$ (815)	\$ 10,650	\$ 6,285
503 · SERVICES	\$ 3,153	\$ 1,217	\$ (1,936)	\$ 3,650	\$ 497
503.01 · MANAGEMENT	\$ 3,284	\$ 8,000	\$ 4,716	\$ 24,000	\$ 20,716
503.10 · MAINTENANCE	\$ 1,779	\$ 2,500	\$ 721	\$ 7,500	\$ 5,721
504 · MATERIALS & SUPPLIES	\$ 457	\$ 167	\$ (291)	\$ 500	\$ 43
505 · RENT & UTILITIES	\$ 740	\$ 1,333	\$ 593	\$ 4,000	\$ 3,260
506 · CASUALTY & LIABILITY COST	\$ 1,277	\$ 333	\$ (944)	\$ 1,000	\$ (277)
507 · FUEL	\$ 2,707	\$ 3,167	\$ 460	\$ 9,500	\$ 6,793
509 · MISCELLANEOUS EXPENSE	\$ 478	\$ 267	\$ (211)	\$ 800	\$ 322
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 30,288</b>	<b>\$ 32,517</b>	<b>\$ 2,228</b>	<b>\$ 97,550</b>	<b>\$ 67,262</b>

<b>DEFICIT</b>	<b>\$ 29,652</b>
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<b>DOT</b>	<b>\$ 24,056</b>	<b>\$ 65,519</b>
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<b>LOCAL</b>	<b>\$ 5,597</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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	MUNICIPAL GRANT PROGRAMM				
	For the Period July 1, 2021 to October 31, 2021				
	YTD Actuals	YTD Budget	YTD VARIANCE	TOTAL FY 22 BUDGET	REMAINING BUDGET
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 541	\$ 3,167	\$ (2,625)	\$ 9,500	\$ 8,959
405 · DURHAM & HADDAM REVENUE		\$ -	\$ -	\$ -	\$ -
405 · MIDDLESEX HOSPITAL PHP		\$ -	\$ -	\$ -	\$ -
405 · OTHER REVENUE		\$ -	\$ -	\$ -	\$ -
408 · ADVERTISING		\$ -	\$ -	\$ -	\$ -
CARES ACT		\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 541</b>	<b>\$ 3,167</b>	<b>\$ (2,625)</b>	<b>\$ 9,500</b>	<b>\$ 8,959</b>
<b>EXPENSES</b>					
501 · LABOR	\$ 30,816	\$ 28,333	\$ (2,483)	\$ 85,000	\$ 54,184
502 · FRINGE BENEFITS	\$ 11,366	\$ 14,833	\$ 3,467	\$ 44,500	\$ 33,134
503 · SERVICES	\$ 3,396	\$ 1,667	\$ (1,730)	\$ 5,000	\$ 1,604
503.01 · MANAGEMENT	\$ -	\$ -			
503.10 · MAINTENANCE	\$ 5,337	\$ 8,067	\$ 2,730	\$ 24,200	\$ 18,863
504 · MATERIALS & SUPPLIES	\$ 3,724	\$ 1,792	\$ (1,933)	\$ 5,375	\$ 1,651
505 · RENT & UTILITIES	\$ 1,853	\$ 483	\$ (1,370)	\$ 1,450	\$ (403)
506 · CASUALTY & LIABILITY COST	\$ 5,973	\$ 4,333	\$ (1,640)	\$ 13,000	\$ 7,027
507 · FUEL	\$ 8,120	\$ 10,333	\$ 2,214	\$ 31,000	\$ 22,880
509 · MISCELLANEOUS EXPENSE	\$ 459	\$ 325	\$ (134)	\$ 975	\$ 516
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 71,045</b>	<b>\$ 70,167</b>	<b>\$ (879)</b>	<b>\$ 210,500</b>	<b>\$ 139,455</b>

<b>DEFICIT</b>	<b>\$ 70,504</b>
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<b>DOT</b>	<b>\$ 70,504</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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	DAR				
	For the Period July 1, 2021 to October 31, 2021				
	YTD Actuals	YTD Budget	YTD VARIANCE	TOTAL FY 22 BUDGET	REMAINING BUDGET
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ 3,602	\$ 2,167	\$ 1,435	\$ 6,500	\$ 2,898
405 · DURHAM & HADDAM REVENUE	\$ 10,062	\$ 13,383	\$ (3,321)	\$ 40,150	\$ 30,088
405 · MIDDLESEX HOSPITAL PHP	\$ 10,150	\$ -	\$ 10,150		\$ (10,150)
405 · OTHER REVENUE		\$ -	\$ -		\$ -
408 · ADVERTISING	\$ 4,000	\$ 3,167	\$ 833	\$ 9,500	\$ 5,500
CARES ACT	\$ 5,019	\$ 15,353	\$ (10,334)	\$ 46,060	\$ 41,041
<b>TOTAL REVENUE</b>	<b>\$ 32,833</b>	<b>\$ 34,070</b>	<b>\$ (1,237)</b>	<b>\$ 102,210</b>	<b>\$ 69,377</b>
<b>EXPENSES</b>					
501 · LABOR	\$ 13,662	\$ 14,667	\$ 1,004	\$ 44,000	\$ 30,338
502 · FRINGE BENEFITS	\$ 4,841	\$ 4,833	\$ (8)	\$ 14,500	\$ 9,659
503 · SERVICES	\$ 2,701	\$ 3,450	\$ 749	\$ 10,350	\$ 7,649
503.01 · MANAGEMENT		\$ -			
503.10 · MAINTENANCE	\$ 4,002	\$ 3,733	\$ (269)	\$ 11,200	\$ 7,198
504 · MATERIALS & SUPPLIES	\$ 81	\$ 183		\$ 550	\$ 469
505 · RENT & UTILITIES	\$ 803	\$ 183	\$ (620)	\$ 550	\$ (253)
506 · CASUALTY & LIABILITY COST		\$ -			
507 · FUEL	\$ 6,090	\$ 4,700	\$ (1,390)	\$ 14,100	\$ 8,010
509 · MISCELLANEOUS EXPENSE	\$ 652	\$ 150	\$ (502)	\$ 450	\$ (202)
Contingency	\$ -	\$ 2,170	\$ 2,170	\$ 6,510.00	\$ 6,510
<b>TOTAL EXPENSES</b>	<b>\$ 32,833</b>	<b>\$ 34,070</b>	<b>\$ 1,134</b>	<b>\$ 102,210</b>	<b>\$ 69,377</b>
<b>DEFICIT</b>	<b>\$ -</b>				
<b>LOCAL</b>	<b>\$ -</b>				
<b>Surplus/(Deficit)</b>	<b>\$ -</b>				

<b>XMLE</b>					
<b>For the Period July 1, 2021 to October 31, 2021</b>					
	<b>YTD Actuals</b>	<b>YTD Budget</b>	<b>YTD VARIANCE</b>	<b>TOTAL FY 22 BUDGET</b>	<b>REMAINING BUDGET</b>
<b>REVENUE</b>					
405 · FAREBOX REVENUE	\$ -	\$ 2,625	\$ (2,625)	\$ 7,875	\$ 7,875
405 · DURHAM & HADDAM REVENUE		\$ -			
405 · MIDDLESEX HOSPITAL PHP		\$ -			
405 · OTHER REVENUE		\$ -			
408 · ADVERTISING		\$ -			
CARES ACT		\$ -			
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 2,625</b>	<b>\$ (2,625)</b>	<b>\$ 7,875</b>	<b>\$ 7,875</b>
<b>EXPENSES</b>					
501 · LABOR	\$ 39,327	\$ 50,333	\$ 11,007	\$ 151,000	\$ 111,673
502 · FRINGE BENEFITS	\$ 10,005	\$ 24,667	\$ 14,662	\$ 74,000	\$ 63,995
503 · SERVICES		\$ -	\$ -		\$ -
503.01 · MANAGEMENT		\$ -	\$ -		\$ -
503.10 · MAINTENANCE	\$ 6,906	\$ 9,667	\$ 2,761	\$ 29,000	\$ 22,094
504 · MATERIALS & SUPPLIES	\$ 717	\$ 2,833	\$ 2,116	\$ 8,500	\$ 7,783
505 · RENT & UTILITIES		\$ -	\$ -		\$ -
506 · CASUALTY & LIABILITY COST		\$ -	\$ -		\$ -
507 · FUEL	\$ 16,406	\$ 10,333	\$ (6,072)	\$ 31,000	\$ 14,594
509 · MISCELLANEOUS EXPENSE	\$ 2,570	\$ 5,167	\$ 2,596	\$ 15,500	\$ 12,930
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 75,930</b>	<b>\$ 103,000</b>	<b>\$ 27,070</b>	<b>\$ 309,000</b>	<b>\$ 233,070</b>

**DEFICIT** \$ 75,930

**CARE ACT** \$ 75,930

**Surplus/(Deficit)** \$ -

ETD FY March 2020-October 31, 2021

	<b>X-MILE CARE ACT REVENUE</b>
<b>AWARDED</b>	\$ 960,000

<b>SPEND</b>	<b>\$ 283,787</b>
<b>Remaining BALANCE</b>	<b>\$ 676,213</b>

ETD FY March 2020-October 31, 2021

	<b>X-MILE CARE ACT REVENUE</b>
AWARDED	\$ 960,000
SPEND	\$ 283,787
Remaining BALANCE	\$ 676,213

	<b>OTHER CARE ACT REVENUE</b>
OPR AWARDED	\$ 1,540,000
SPEND	\$ 377,658
Remaining BALANCE	\$ 1,162,342

	<b>TOTAL CARE ACT REVENUE</b>
OPR AWARDED	\$ 2,500,000
SPEND	\$ 661,445
Remaining BALANCE	\$ 1,838,555

	ADA				
	For the Period July 1, 2021 to August 31, 2021				
	YTD Actuals	YTD Budget	VARIANCE Under/(Over)	TOTAL FY 22 BUDGET	REMAINING BUDGET
<b>REVENUE</b>					
405 · FAREBOX REVENUE		\$ 1,167	\$ 1,167	\$ 3,500	\$ 3,500
405 · DURHAM & HADDAM REVENUE		\$ -	\$ -		\$ -
405 · MIDDLESEX HOSPITAL PHP		\$ -	\$ -	\$ -	\$ -
405 · OTHER REVENUE		\$ -	\$ -		\$ -
408 · ADVERTISING		\$ -	\$ -		\$ -
CARES ACT		\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ -</b>	<b>\$ 1,167</b>	<b>\$ 1,167</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>
<b>EXPENSES</b>	\$ -				
501 · LABOR		\$ -	\$ -	\$ 80,000	\$ 80,000
502 · FRINGE BENEFITS		\$ 13,333	\$ 13,333	\$ 40,000	\$ 40,000
503 · SERVICES		\$ -	\$ -		\$ -
503.01 · MANAGEMENT		\$ -	\$ -		\$ -
503.10 · MAINTENANCE		\$ 8,000	\$ 8,000	\$ 24,000	\$ 24,000
504 · MATERIALS & SUPPLIES		\$ -	\$ -		\$ -
505 · RENT & UTILITIES		\$ 1,000	\$ 1,000	\$ 3,000	\$ 3,000
506 · CASUALTY & LIABILITY COST		\$ -	\$ -		\$ -
507 · FUEL		\$ 10,333	\$ 10,333	\$ 31,000	\$ 31,000
509 · MISCELLANEOUS EXPENSE		\$ 1,167	\$ 1,167	\$ 3,500	\$ 3,500
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ -</b>	<b>\$ 33,833</b>	<b>\$ 33,833</b>	<b>\$ 181,500</b>	<b>\$ 181,500</b>

<b>DOT</b>	<b>\$ 43,520</b>
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<b>Surplus/(Deficit)</b>	<b>\$ -</b>
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## TAXI

For the Period July 1, 2021 to August 31, 2021	
	YTD Actuals
<b>REVENUE</b>	
405 · FAREBOX REVENUE	
405 · DURHAM & HADDAM REVENUE	
405 · MIDDLESEX HOSPITAL PHP	
405 · OTHER REVENUE (State Match)	
408 · ADVERTISING	
<b>TOTAL REVENUE</b>	\$ -
<b>EXPENSES</b>	
501 · LABOR	
502 · FRINGE BENEFITS	
503 · SERVICES	
503.01 · MANAGEMENT	
503.10 · MAINTENANCE	
504 · MATERIALS & SUPPLIES	
505 · RENT & UTILITIES	
506 · CASUALTY & LIABILITY COST	
507 · FUEL	
509 · MISCELLANEOUS EXPENSE	
Purchase Transportation	
<b>TOTAL EXPENSES</b>	\$ -
<b>FEDERAL Share</b>	\$ -
<b>Fund on Hand</b>	<b>0</b>

<b>PARK CONNECT</b>	
<b>For the Period May 29, 2021 to August 31, 2021</b>	
	<b>YTD Actuals</b>
<b>REVENUE</b>	
405 · FAREBOX REVENUE	\$ -
405 · DURHAM & HADDAM REVENUE	\$ -
405 · MIDDLESEX HOSPITAL PHP	\$ -
405 · OTHER REVENUE	\$ -
408 · MISCELLANEOUS	\$ -
<b>TOTAL REVENUE</b>	\$ -
<b>EXPENSES</b>	
501 · LABOR	\$ 75,183
502 · FRINGE BENEFITS	\$ 32,812
503 · SERVICES	\$ 21,758
503.01 · MANAGEMENT	\$ -
503.10 · MAINTENANCE	\$ 10,388
504 · MATERIALS & SUPPLIES	\$ -
505 · RENT & UTILITIES	\$ 501
506 · CASUALTY & LIABILITY COST	
507 · FUEL	\$ 23,096
509 · MISCELLANEOUS EXPENSE	\$ 8,274.07
<b>TOTAL EXPENSES</b>	\$ 172,012
<b>DEFICIT</b>	\$ 172,012
<b>DOT</b>	\$ 180,497
<b>Surplus/(Deficit)</b>	\$ 8,484

CARE ACT FYE 2021

**ETD**

SS				<b>\$ (67,309.03)</b>	<b>\$ (67,309.03)</b>
TOC			<b>\$ (6,841.04)</b>		<b>\$ (6,841.04)</b>
DAR			<b>\$ (7,726.01)</b>		<b>\$ (7,726.01)</b>
MS	<b>\$ 18,919.73</b>				<b>\$ 18,919.73</b>
RE	<b>\$ 4,673.23</b>				<b>\$ 4,673.23</b>
Trolley			<b>\$ (8,332.20)</b>		<b>\$ (8,332.20)</b>
ADA			<b>\$ (6,241.88)</b>		<b>\$ (6,241.88)</b>
CARE ACT				<b>\$ (60,368.30)</b>	<b>\$ (60,368.30)</b>
Connect	<b>\$ 8,740.05</b>				<b>\$ 8,740.05</b>
	<b>\$ 32,333.01</b>	<b>\$ (29,141.13)</b>	<b>\$ (127,677.33)</b>		<b>\$ (124,485.45)</b>

**MAT**

Draw

FIXED	<b>\$ (450,901.97)</b>				
ADA	<b>\$ (18,059.87)</b>				
DAR	<b>\$ (5,773.07)</b>				
RURAL		<b>\$ (7,804.64)</b>			
	<b>\$ (474,735)</b>	<b>\$ (7,805)</b>	<b>\$ (334,200)</b>		<b>\$ (808,935)</b>



641 Shoreline Shuttle

	January	February	March	April	May	June	July	August	September	October	November	December	Total	%Change
2017	4818	4677	5464	4821	5353	5328	4816	5087	4427	4618	4344	3965	57718	-14%
2018	4116	4122	4341	4531	4912	4629	4789	5154	4282	5252	4355	3747	54230	-6%
2019	4213	3961	4358	4396	4631	3902	4021	3892	3639	3970	3222	2919	47124	-13%
2020	3525	3450	2346	568	648	1126	1546	1831	2313	2317	1683	1466	22819	-52%
2021	1502	1422	1872	1943	2186	2533	2752	2754	3239	3122	3102		26427	16%
	-57%	-59%	-20%	242%	237%	125%	78%	50%	40%	35%	84%			
						-35%	-32%	-29%	-11%	-21%				

Section X, Item 1.

642 Riverside

	January	February	March	April	May	June	July	August	September	October	November	December	Total	%Change
2017	747	717	647	625	691	687	625	570	599	646	591	638	7783	-9%
2018	512	502	570	553	603	513	504	531	571	532	500	554	6445	-17%
2019	586	605	641	575	588	418	414	430	456	461	396	348	5918	-8%
2020	362	319	269	132	168	294	357	438	355	473	209	206	3582	-39%
2021	230	146	222	300	349	346	433	378	420	440	404		3668	2%
	-36%	-54%	-17%	127%	108%	18%	21%	-14%	18%	-7%	93%			
						-17%	5%	-12%	-8%	-5%	2%			

643 New London

	January	February	March	April	May	June	July	August	September	October	November	December	Total	%Change
2017	641	582	675	619	678	643	564	684	588	574	537	442	7227	-26%
2018	430	508	502	492	565	541	644	654	583	775	629	595	6918	-4%
2019	582	535	661	632	709	616	527	622	445	562	448	422	6761	-2%
2020	485	436	466	260	266	394	456	412	404	467	343	343	4732	-30%
2021	359	273	393	377	361	417	505	504	467	356	282		4294	-9%
	-26%	-37%	-16%	45%	36%	6%	11%	22%	16%	-24%	-18%			
						-32%	-4%	-19%	5%	-37%	-37%			

644 Old Saybrook - Middletown

	January	February	March	April	May	June	July	August	September	October	November	December	Total	%Change
2017	700	622	647	709	787	710	631	850	909	980	801	688	9034	-9%
2018	662	721	732	776	816	737	750	801	732	844	645	543	8759	-3%
2019	613	645	656	642	592	474	539	591	609	760	584	452	7157	-18%
2020	513	526	367	151	148	227	315	307	340	390	261	208	3753	-48%
2021	194	139	219	305	281	303	301	355	404	378	409		3288	-12%
	-62%	-74%	-40%	102%	90%	33%	-4%	16%	19%	-3%	57%			-100%
						-36%	-44%	-40%	-34%	-50%	-30%			

645 Madison - Middletown

	January	February	March	April	May	June	July	August	September	October	November	December	Total	%Change
2018								22	113	197	177	187	696	
2019	227	246	291	365	271	224	286	318	333	254	215	157	3187	
2020	237	220	194	124	154	200	222	226	215	239	319	306	2656	
2021	232	212	281	302	291	269	323	261	324	275	360		3130	
	-2%	-4%	45%	144%	89%	35%	45%	15%	51%	15%	13%			
						20%	13%	-18%	-3%	8%	67%			

Clinton Trolley

	January	February	March	April	May	June	July	August	September	October	November	December	Total	%Change
2019							68	245	528	0	0	0	841	
2020	0	0	0	0	0	0	7	46	73	41	0	0	167	-80%
2021	0	0	0	0	18	287	479	452	101				1337	701%
						4000%	941%	519%	146%					

Madison Shuttle

	January	February	March	April	May	June	July	August	September	October	November	December		
2021						5	86	97	65	18	0	0	0	271

Section X, Item 1.

XtraMile

	January	February	March	April	May	June	July	August	September	October	November	December		
2019						268	496	731	813	904	1049	1033	848	6142
2020	1019	1108	852	595	670	821	876	885	925	1073	904	1,068	10796	
2021	853	869	1130	1218	1149	1294	1447	1391	1501	1566	1554		13972	
	-16%	-22%	33%	105%	71%	58%	65%	57%	62%	46%				

Month over month change

Dial-A-Ride

	January	February	March	April	May	June	July	August	September	October	November	December		
2017	818	678	932	750	805	736	765	813	748	753	731	646	9175	-10%
2018	713	768	785	948	1417	1020	931	957	698	999	880	932	11048	20%
2019	1212	1141	1198	1343	1272	1022	1138	1026	915	1099	866	779	13011	18%
2020	999	934	560	200	209	276	346	272	468	616	286	536	5702	-56%
2021	593	504	800	731	661	631	559	589	916	753	692		7429	30%
	-41%	-46%	43%	266%	216%	129%	62%	117%	96%	22%	142%			

ADA

	January	February	March	April	May	June	July	August	September	October	November	December		
2019	0	0	0	0	0	0	0	7	13	42	49	51	46	208
2020	42	19	16	2	11	18	28	34	71	81	61	65	448	
2021	69	47	81	76	110	112	75	97	173	186	186		1212	
	64%	147%	406%	3700%	900%	522%	168%	185%	144%	130%	205%			

**Monthly Totals**

	January	February	March	April	May	June	July	August	September	October	November	December	Total	
2017	7724	7276	8365	7524	8314	8104	7401	8004	7271	7571	7004	6379	90937	-14%
2018	6433	6621	6930	7300	8313	7440	7618	8119	6979	8599	7186	6558	88096	-3%
2019	7439	7141	7806	7956	8335	7221	7918	8246	7364	8215	6826	5981	90448	3%
2020	7188	7020	5071	2035	2278	3364	4202	4491	5153	5667	4077	4207	54753	-39%
2021	4044	3612	4998	5252	5411	6278	6971	6846	7563	7076	6989	0	65,040	19%
	-44%	-49%	-1%	158%	138%	87%	66%	52%	47%					
							-12%	-17%	3%					

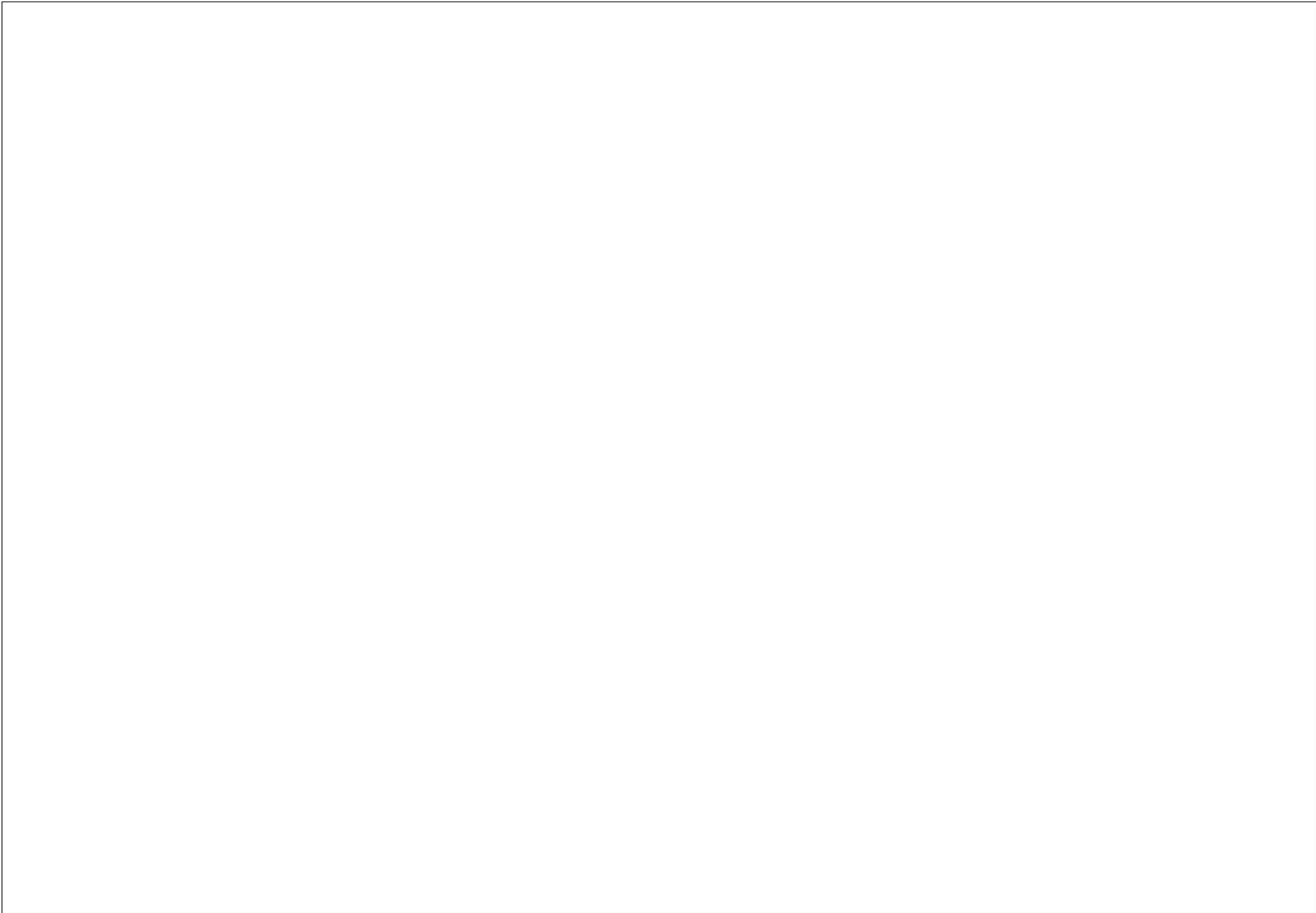
**Annual Totals**

% Change

			Shoreline	Riverside	Southeast	Mid-Shore	DAR	Xtramile	Madison	Trolley	ADA
2017	90937	-14%	57,718	7,783	7,227	9,034	9,175	-	-	-	-
2018	88096	-3%	54,230	6,445	6,918	8,759	11,048	-	-	-	-
2019	90,448	-1%	47,124	5,918	6,761	7,157	13,011	6142		841	208
2020	54,753	-38%	22,819	3,582	4,732	3,753	5,702	10796		167	448
2021	65,040	-28%	26,427	3,668	4,294	3,288	7,429	13972	271	1337	1212













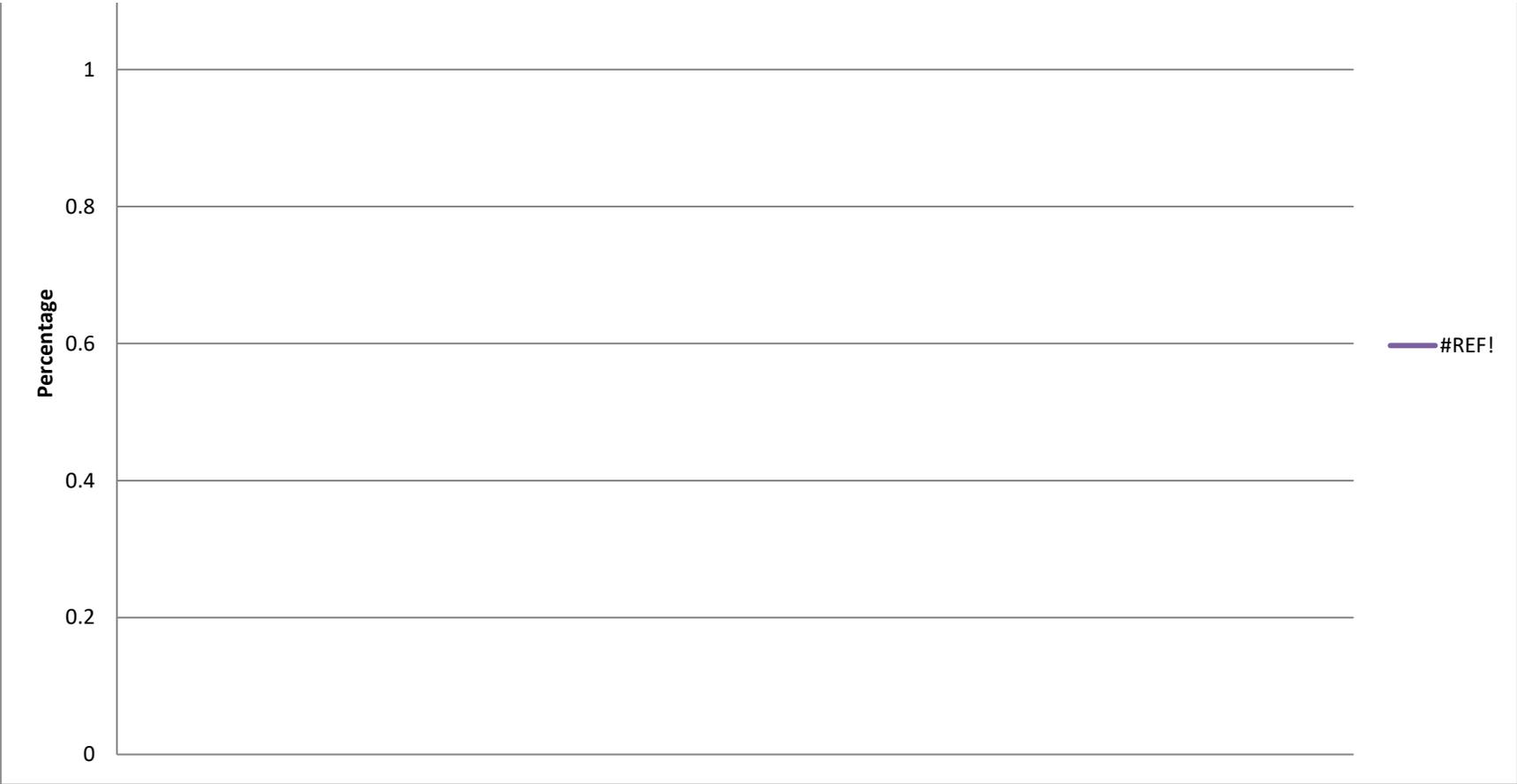




## On Time Performance

1.2















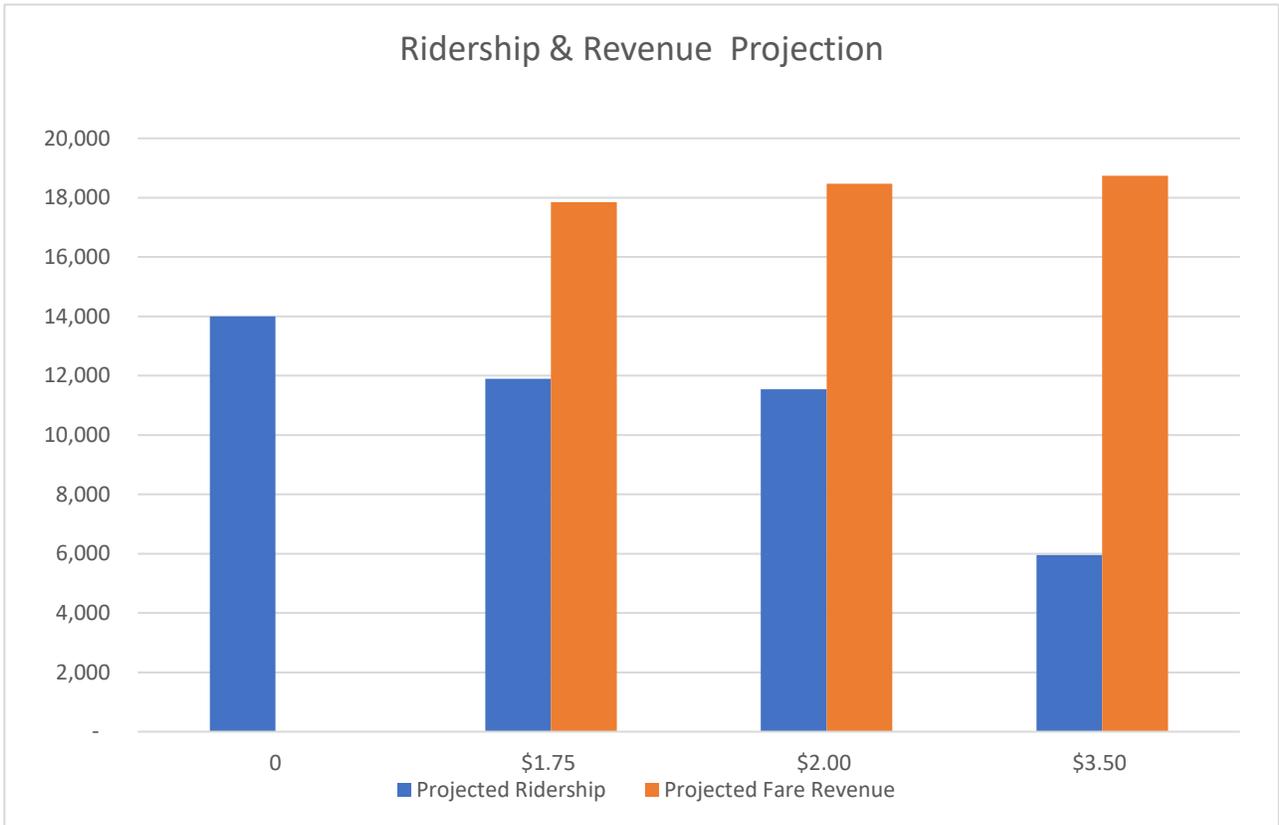






### XtraMile Fare Options October

	Current	Option 1	Option 2	Option 3
Base Fare	0	\$1.75	\$2.00	\$3.50
Average Fare	0	\$1.50	\$1.60	\$3.15
Projected Ridership	14,000	11,900	11,543	5,950
Annual Operating Cost	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000
Projected Fare Revenue	0	\$ 17,850	\$ 18,469	\$ 18,743
Operating Deficit	\$ 240,000	\$ 222,150	\$ 221,531	\$ 221,258
Deficit per trip	\$ 17.14	\$ 18.67	\$ 19.19	\$ 37.19



Average fare includes discounts for multi-trip passes

Ridership is projected to decrease as fare is increased based on elasticity of demand for transit

Option 1 is fixed route fare, option 3 is Dial-A-Ride

Bonnie Hall  
610 East Pond Meadow Road  
Westbrook, CT 06498  
860-391-4040  
[Johnandbonniehall610@comcast.net](mailto:Johnandbonniehall610@comcast.net)

01 December 2021

Dear Members of the Committee,

Thank you for taking the time to listen to our concerns this afternoon.

My name is Bonnie Hall and I live in Westbrook. I am the mother of Lindsey Hall. As you heard from her testimony this afternoon, she is an amazing young woman with abilities and relies heavily on the Xtra Mile Program as her primary transportation.

Lindsey is allocated about \$180.00 per month which has to stretch to cover all of her expenses for: personal items, cosmetics, toiletries, clothing – and – more importantly – entertainment: going to the movies and eating at a restaurant occasionally, with her best friend.

Lindsey makes about three trips a month on the bus to Old Saybrook which breaks down to: two trips a month to Old Saybrook with Transfers to Westbrook to visit her friend; one trip a month to the movie theater.

Under this Fare Proposal, this would add a little over \$20.00 a month to her expenses. That would be about ten percent of her total available funds. While that doesn't sound like a lot to you or me, it could be devastating to her mental health to have to eliminate one of her long anticipated monthly outings.

My husband and I have worked very hard with her over the last several years to become an independent woman and THIS bus is a key component of that Plan. The freedom it gives Lindsey to live her life as she would like is priceless.

I think the Estuary Transit District should continue to provide this service to those in need. Lindsey lives with 33 other residents and there are numerous facilities whose residents also rely on this service for essential transportation. I don't believe any person in this population abuses this privilege of the Xtra Mile Program.

I thank you for your consideration to keep this Service as it stands today – free!

Sincerely yours,



Bonnie Hall

**Christina Denison**

---

**From:** Lisa Gibson  
**Sent:** Wednesday, December 1, 2021 10:44 AM  
**To:** Christina Denison  
**Subject:** FW: [EXTERNAL EMAIL] -

-----Original Message-----

From: +18609613103@myboostmobile.com <+18609613103@myboostmobile.com>  
Sent: Wednesday, December 1, 2021 9:01 AM  
To: ET Info Account <info@estuarytransit.org>  
Subject: [EXTERNAL EMAIL] -

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EXTERNAL: Do not click links or open attachments if you do not recognize the sender.

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Please keep the fare the way it is,can't afford paying higher fares.🙏🙏🙏🙏

**ESTUARY TRANSIT DISTRICT  
PUBLIC HEARING MEETING MINUTES  
X-TRA MILE FARE INCREASES**

**December 1, 2021**

The Estuary Transit District Board of Directors held a Public Hearing on December 1, 2021, at 3:00 p.m. at the Westbrook Town Hall, Multi-Media Room, Westbrook, Connecticut. Written statements will be accepted until December 1, 2021.

**CALL TO ORDER**

Christina Denison, ETD Special Projects Manager, called the meeting to order at 3:10 p.m.

Denison introduced Felix Nazzario, ETD Operations Manager, and Joseph Comerford, ETD Executive Director.

**PRESENTATION FROM ETD STAFF REGARDING X-TRA MILE FARE INCREASES**

Denison stated the purpose of the hearing is to receive public input on the district’s proposed fare increase for the X-tra Mile service. After the hearing and written comment period, recommendations would be made to the Board.

Denison presented background information on the Xtra Mile service and discussed the proposed fare increase.

Denison opened the public hearing at 3:20 p.m. and asked for public comment.

**Public Comment:**

Lindsey Hall, Essex; and Bonnie Hall, Westbrook, spoke in opposition to the proposed fare increase.

Rosemary Harkins, Westbrook, spoke in favor of the fare increase.

State Rep. Christine Goupil (D-35), who serves as a member of the House Transportation and Human Services Committees, addressed the audience stating she will address the issue of senior/disabled fares in the next session.

Laurie McElwee, Kennedy Center, South Central Regional Mobility Manager, noted that she is available for travel training to anyone who may be in need.

**Written Comment:**

B. Hall submitted her testimony in writing.; a copy of her comments is available upon request.

One anonymous written statement in opposition to the proposed fare increase was also received and is available upon request.

**ADJOURNMENT**

Denison announced that the written comment period was now closed. However, anyone in the audience who did not get a chance to speak could register their comments with [info@estuarytransit.org](mailto:info@estuarytransit.org) until Wednesday, December 8, 2021.

The meeting was adjourned at 3:30 p.m.

Respectfully Submitted,

Christina Denison

**Proposed Town Fees 2022-2023**

	Jul 21 - Jun 22	Jul 22 - Jun 23			
		2.00%	\$ Amount	3.00%	\$ Amount
CHESTER	\$ 7,800	\$ 7,955	\$ 155	\$ 8,035	\$ 235
CLINTON	\$ 45,330	\$ 46,240	\$ 910	\$ 46,690	\$ 1,360
DEEP RIVER	\$ 10,830	\$ 11,050	\$ 220	\$ 11,155	\$ 325
ESSEX	\$ 20,825	\$ 21,245	\$ 420	\$ 21,450	\$ 625
KILLINGWORTH	\$ 9,860	\$ 10,060	\$ 200	\$ 10,155	\$ 295
LYME	\$ 3,415	\$ 3,485	\$ 70	\$ 3,520	\$ 105
MADISON	\$ 3,530	\$ 3,600	\$ 70	\$ 3,635	\$ 105
OLD LYME	\$ 16,365	\$ 16,695	\$ 330	\$ 16,855	\$ 490
OLD SAYBROOK	\$ 32,155	\$ 32,800	\$ 645	\$ 33,120	\$ 965
WESTBROOK	\$ 15,990	\$ 16,310	\$ 320	\$ 16,470	\$ 480
<b>TOTAL</b>	<b>\$ 166,100</b>	<b>\$ 169,440</b>	<b>\$ 3,340</b>	<b>\$ 171,085</b>	<b>\$ 4,985</b>

**Proposed Town Fees 2020-2021**

	Jul 19 - Jun 20	Jul 20 - Jun 21		Jul 20 - Jun 21	
		2.00%	\$ Amount	2.50%	\$ Amount
CHESTER	\$ 7,500	\$ 7,650	\$ 150	\$ 7,690	\$ 190
CLINTON	\$ 43,570	\$ 44,440	\$ 870	\$ 44,660	\$ 1,090
DEEP RIVER	\$ 10,410	\$ 10,620	\$ 210	\$ 10,670	\$ 260
ESSEX	\$ 20,015	\$ 20,415	\$ 400	\$ 20,515	\$ 500
KILLINGWORTH	\$ 9,475	\$ 9,665	\$ 190	\$ 9,715	\$ 240
LYME	\$ 3,285	\$ 3,350	\$ 65	\$ 3,365	\$ 80
MADISON	\$ 3,390	\$ 3,460	\$ 70	\$ 3,475	\$ 85
OLD LYME	\$ 15,730	\$ 16,045	\$ 315	\$ 16,125	\$ 395
OLD SAYBROOK	\$ 30,905	\$ 31,525	\$ 620	\$ 31,675	\$ 770
WESTBROOK	\$ 15,370	\$ 15,675	\$ 305	\$ 15,755	\$ 385
<b>TOTAL</b>	<b>\$ 159,650</b>	<b>\$ 162,845</b>	<b>\$ 3,195</b>	<b>\$ 163,645</b>	<b>\$ 3,995</b>

<b>Jul 20 - Jun 21</b>	
<b>3.00%</b>	<b>\$ Amount</b>
\$ 7,725	\$ 225
\$ 44,875	\$ 1,305
\$ 10,725	\$ 315
\$ 20,615	\$ 600
\$ 9,760	\$ 285
\$ 3,385	\$ 100
\$ 3,490	\$ 100
\$ 16,200	\$ 470
\$ 31,835	\$ 930
\$ 15,830	\$ 460
<b>\$ 164,440</b>	<b>\$ 4,790</b>



# Estuary Transit District

Section XII, Item 5.

**Executive Board**  
*Leslie Strauss, Chairman*  
*Joan Gay, Vice Chairman*  
*Charles Norz, Treasurer*  
*Timothy Griswold, Secretary*

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

**Members**  
*E. Peter Bierrie*  
*John Hall*  
*Karl Kilduff*  
*Angus McDonald*

## 2022 Schedule of Regular Meetings

The following is a schedule of regular meetings of the Board of Directors of the Estuary Transit District for the 2022 calendar year, filed in accordance of Connecticut General Statute 14 Sec 1-225 b. The Estuary Transit District meets on the second Friday of every month at 9:00 AM.

- January 7, 2022\*
- February 11, 2022
- March 11, 2022
- April 8, 2022
- May 13, 2022
- June 10, 2022
- July 8, 2022
- August 12, 2022
- September 9, 2022
- October 14, 2022
- November 18, 2022\*\*
- December 9, 2022\*\*\*

Location: Estuary Transit District, conference room  
91 N. Main Street  
Middletown, CT 06457

\*January meeting will be held on the first Friday of the month

\*\*November meeting will be held on the third Friday of the month due to Veteran's Day holiday falling on the second Friday

\*\*\*December 9, 2022 meeting will be held at 10:00 AM