



MINUTES OF REGULAR PUBLIC MEETING

December 11, 2019

Present: Commissioners: Mike Mears
Andrew Ifill
Sharon McNeal
Mitch Fuchs
Andrea Kovacs
Neil Lieberthal

Staff: Doug Holcomb
Tom Gorman
Adrienne Belanger
Dennis Dalton
Steven DeMichele
Bernie Bausch

Absent: Joseph Kubic
Jennifer Sheldon
Ginnie Preuss
Mark Anastasi

Public: Kathy White

I. CALL TO ORDER – Chairman Mike Mears (“Mears”) called the meeting to order at 6:35 p.m. A quorum was present.

II. PUBLIC PARTICIPATION

1. Public Comment - There was one member of the public present. Kathy White (“White”) introduced herself as a resident who addressed her own concerns as well as the concerns of fellow community members. The following questions were asked and statements were made.

- a. White stated that George Street was a very narrow road and asked if this will be considered in our planning.

- b. White stated that detours are not communicated from one driver to another.
- c. White inquired if Route 4 and Route 15 are still being considered in the pool of service changes.
- d. White asked if Greater Bridgeport Transit ("GBT") will provide shuttle service to the upcoming Amazon site in Stratford. Doug Holcomb, GBT's Chief Executive Officer, confirmed that the Route 10 bus accommodates this area.

2. Representatives of Area Organizations – There were no representatives of area organizations present.

3. Employee Comments – There were no employee comments.

III. APPROVAL OF MINUTES

1. Consideration of the Minutes of the October 9, 2019 Regular Public Meeting and the November 6, 2019 Special Meeting – **A Motion** to Approve the Meeting Minutes from both of the above stated meetings at once was made by Commissioner Mitch Fuchs ("Fuchs"), seconded by Commissioner Sharon McNeal ("McNeal"). Voting in favor of the motion were Chairman Mike Mears ("Mears"), Commissioners Andrew Ifill ("Ifill"), Fuchs, and Andrea Kovacs ("Kovacs"). Commissioner Neil Lieberthal ("Lieberthal") abstained because he was not present at either of the meetings. The motion passed.

A Motion to move Agenda Item VI to this part of the meeting was made by Commissioner McNeal, seconded by Commissioner Ifill. The motion passed unanimously.

IV. NEW BUSINESS

1. **A Motion** to bring the Consideration of Authorization for Staff to Award a Contract for Planning Services to the table was made by Commissioner Lieberthal, seconded by Commissioner Fuchs.

Steven DeMichele ("DeMichele"), GBT's Director of Planning and Service Development, presented the resolution to authorize staff to award a contract for planning services to WSP. DeMichele explained the scope of work and GBT's role in mobility management. DeMichele continued to explain that staff released the RFP in September 2019 with two proposals received. There was some discussion about



who WSP was and their involvement in the decision making on the actual planning of bus routes.

The Motion to authorize staff to award a contract for planning services to WSP passed unanimously.

2. **A Motion** to bring the resolution to Authorize Staff to Award a Contract for East Town Road Amenities Project to the table was made by Commissioner McNeal, seconded by Commissioner Kovacs.

DeMichele presented the resolution to Authorize Staff to Award a Contract for Transit Amenities on East Town Road, Milford. There was a brief discussion to clarify the exact location and ownership of that location.

The Motion to authorize staff to award a contract for transit amenities on East Town Road, Milford passed unanimously.

3. **A Motion** to bring the resolution to Authorize the Chief Financial Officer to renew the Line of Credit to the table was made by Commissioner Lieberthal, seconded by Commissioner Kovacs.

Adrienne Belanger ("Belanger") GBT's Chief Financial Officer ("CFO"), presented the resolution and there was discussion around the amount of the loan, the standby letter of credit in the amount of \$500,000, and what it's used for, (i.e. Worker's Compensation).

The Motion to Authorize the GBT's CFO to renew the Line of Credit with People's United Bank along with Board approval to authorize signatory authority be granted to the CFO passed unanimously.

4. **A Motion** to bring the resolution to adopt and publicize the 2020 proposed meeting schedule of the GBT Board of Commissioners was made by Commissioner Lieberthal, seconded by Commissioner Fuchs.

Christine Michaels ("Michaels"), Clerk of the GBT Board of Commissioners, presented the resolution to adopt and publicize the proposed 2020 meeting agenda. There was discussion around schedule conflicts from May–September. Commissioner Kovacs suggested to approve the meeting schedule from January–April and revisit the



resolution for the remainder of the year at the April meeting of the GBT Board of Commissioners.

The Motion to adopt and publicize the 2020 proposed meeting schedule of the Board of Commissioners for the second Wednesday of every month from January–April passed unanimously.

V. REPORTS

1. Chairman Report – Chairman Mears and Doug Holcomb (“Holcomb”), GBT’s CEO, recognized Commissioner Lieberthal for his 20 years of outstanding and much appreciated service on his last day of representing the town of Trumbull on GBT’s Board of Commissioners.

2. Chief Financial Officer – Belanger introduced James Wiedemann, Jim Miller, and Megan Moriarty of Marcum, who conducted GBT’s 2020 Audit. Marcum distributed a PowerPoint presentation of the key elements of the audit and gave a summary of how each phase of the audit was conducted and concluded. There was some discussion on certain areas of the audit, including risk assessment, the methods used to perform the audit, worker’s compensation, pension. The discussion continued around the duration of Marcum’s involvement in the audit process.

3. Chief Executive Officer – Holcomb recognized how all GBT employees are working very hard on various large projects. Commissioner Ifill inquired about the bus accident that happened on November 18, 2019 on Fairfield Ave. and Andover. Tom Gorman (“Gorman”), GBT’s Deputy General Manager and Chief Operations Officer, explained what happened and gave an estimated cost of damages. Commissioner Fuchs asked about the GBT bus shelter on Fairfield Ave. that was impacted by a motor vehicle. It was explained that GBT had no involvement and therefore, minimal information has been received.

VI. OLD BUSINESS

Chairman Mears inquired about the status of the active bus shelter projects.

VII. EXECUTIVE SESSION

There was no Executive Session.

VIII. ADJOURNMENT



1. **A Motion** to adjourn was made by Commissioner Fuchs, seconded by Commissioner McNeal. The motion passed unanimously. Time 7:52 p.m.

Respectfully Submitted,
Christine Michaels
Clerk of the Board, December 19, 2019

