

# MVRTD Executive Committee Minutes

*Tuesday, February 3<sup>rd</sup>, 2026, 9:00AM*

*Commissioners, In-Person Attendance:*

Albert Wenta, Town of Proctor Representative

*Commissioners, Virtual Attendance:*

Devon Neary, Chair of Board

Billy Gillam, Secretary

*MVRTD Staff, In-Person Attendance:*

Jade McClallen, Executive Director

Patti Johnson, Finance Director

Stacy Newman, HR Manager

Tyler D'Ambrosio, Sr. Marketing Coordinator

**Call to Order** Call to order at 9:16AM by Devon Neary

**Open to the Public** None present.

**Financial Report – P&L** Patti gives an overview of MVRTD's profits and losses. She shares that we are in the green by approx. 60k as of the end of December 2025 however, the total budget is still facing a major deficit. Jade asks about the progress of the audit and Patti shares that we are still waiting on fixed asset depreciation numbers before that can be concluded.

**Fare Proposal – Draft 1 Review** Patti first gives an overview of the financials of fare reimplementation and projected revenue based on previously gathered data up to FY2020 when fares were frozen. Devon asks about the ratio between single fares and passes sold in 2019 and if that is likely to stay steady once reimplementation occurs. Patti and Jade reply that the data has not yet been found. Furthermore, Patti contends that the data may not be as relevant as we'd like it to be due to the timespan between when it was gathered and today. Moreover, Patti adds with what she's been able to uncover thus far, it seems that there are revenue/expense stream missing and she will therefore continue working to determine where the money flowed.

Patti shares that she has a meeting set up this week with Evalon, a company focused on cashless municipal payment systems. She also adds that MVRTD will be accepting cash at the Transit Center, Spruce Street Administrative Building, and on fleet vehicles. Cashless payments will first be available at the Transit Center and the Spruce Street Administrative Building.

Albert asks if monthly Access Passes are 30 consecutive days from purchase date or if they are bound to a calendar month schedule. Jade and Tyler reply that both options are in play and that decision will be made at a later date. Furthermore, Jade gives an overview of the proposed fare rates and Access Pass types.

Billy remarks that his main concern is public awareness of the change. Jade chimes in to say that public

outreach efforts are slated to begin immediately as the proposed fare reimplementation date would be in May 2026 if the Board of Commissioners is able to approve the proposal during the next monthly meeting. In that same vein, Jade shares that a Transit Attendant, supported in large part by the MTI Grant, will both sell daily fares and Access Passes at the Transit Center as well as be a teacher for new and nervous riders. Furthermore, as the Attendant would be supported by the MTI Grant, MVRTD would not see a fiscal impact until FY29.

#### **PTO to CTO Policy Proposal Update**

Stacy gives a detailed look at the CTO to PTO policy change that is being proposed at the Board of Commissioners meeting next week with a side-by-side comparison of the current and proposed policies. This updated proposal includes front-loaded CTO on employee anniversary dates opposed to the previous proposal that included accrued CTO and holiday-PTO frontloading. The reasons being that front-loading CTO improves employee moral, reduces complications within the Finance Department, and aligns well with Vermont's allowance for CTO policies. Devon and Albert commend Stacy on her diligent work putting together this proposal.

**Other Business** Billy shares that with his current workload, he will likely be unable to continue in his position on the Executive Committee and requests that a replacement be found.

Jade shares that service reductions took effect on Monday and have thus far been going smoothly with passengers facing minimal issues. She also shares that the next two phases of the 158 Spruce Street demolition, grading & paving, are set to go out for RFP shortly. The Transit Center lease is also up for renewal within the month and Jade shares that the total cost has gone down by approx. \$3,500 per year. MVRTD will be sending donation request letters to local businesses in February along with updated marketing materials. RRMC has already been contacted on this matter and MVRTD is currently awaiting a reply. Jade, along with Program Manager, Kristy Bloomer, will be presenting quarterly ridership data to RRMC in an effort to depict how much impact The Bus has on the hospital.

Billy asks about Transit Center security and social issues. Jade replies that the Rutland City Police Department, while no longer contracted for Transit Center security, do maintain a regular presence. Furthermore, there is currently a downturn in activity, likely due to the cold weather and thus she expects an uptick in activity once the weather warms in Spring.

**Motion to Approve** Motion to approve February 3<sup>rd</sup> agenda by Albert, seconded by Billy. None opposed, the agenda is approved as presented.

**Motion to Approve** Motion to approve January 6<sup>th</sup> minutes by Billy, seconded by Albert. None opposed, the minutes are approved as presented.

**Motion to Present** Motion to present PTO to CTO Policy during the next Board of Commissioner's Meeting for approval and immediate enactment by Albert, seconded by Billy. None opposed, the PTO to CTO Policy is to be presented for approval during the next Board of Commissioner's Meeting.

**Adjournment** Meeting is adjourned at 10:26AM by Devon Neary.