

Board of Commissioners Minutes

April 14th, 2026

Commissioners, In-Person Attendance

Chet Brown, Town of West Rutland Representative
Albert Wenta, Town of Proctor Representative
Jim Haff, Town of Killington Representative
Sam Budusky, Purchasing Manager, Killington Pico Ski Resort
Bailey Phillips, Residence Hall Director, VSU

Commissioners, Virtual Attendance

Devon Neary, Chair of Board
Ethan Pepin, Interim Secretary

Others, In Person Attendance

Benny Hughes, Fleet Director, MVRTD
Patti Johnson, Finance Director, MVRTD
Ron Euber, Operations Manager, MVRTD
Stacy Newman, HR Manager, MVRTD
Tyler D'Ambrosio, Sr. Marketing Coordinator, MVRTD
Lori Borelli, Passenger

Others, Virtual Attendance

Jeremy Whiting, VTRANS Coordinator
Jim Piotrowski, CLA
Seth Bean, CLA

Call to Order Call to order at 10:06AM by Devon Neary followed by a round of introductions by all attendees.

Motion to Approve Motion to approve April 14th Agenda by Jim H. Seconded by Albert. Motion passes with none opposed.

Motion to Approve Motion to approve March Minutes by Albert. Seconded by Chet. Motion passes with none opposed.

Open to the Public Lori advocates for additional no-smoking signs at the Transit Center. Ron replies that it is not drivers' responsibility to monitor and enforce non-smoking compliance but he will look into it.

Audit Report Jim P. gives an overview of the audit process before Seth shares the audit findings. First identified was an overbilling of \$140,757 by MVRTD to VTRANS. Second identified was a \$1.1 million disparity on the fixed assets— Seth clarified that this was related to certain assets that were sold at cost rather than actual value. The audit report ended with a recommendation to MVRTD management to tighten up procurement procedures as well as suspension/debarment verifications related to expenditures made using federally awarded funds. Jim P. also makes the point to commend Patti & Jade on their

diligent work as comparatively, this report was finished much more efficiently than in previous years. Albert questions the overbilling as to how VTRANS was unaware before year's end. Jim H. replies that this audit report pertains to MVRTD only and that it did not include an audit of VTRANS. Jim H. then goes on to make the point that with the fiscal size of the district, these mistakes can happen. Devon questions Jeremy as to the implications of the audit findings for the district in FY27. Jeremy replies that it may qualify MVRTD as high risk status according to the VTRANS risk-based assessment, which would preclude the district from pre-paid grant funding.

Vote on Introduction of New Board Members Devon suggests tabling the vote as Kiana McClure is not present. He then shares that the Executive Committee is currently in need of a Vice Chair and Secretary and the Board has 4 at-large positions available. Jim H. suggests waiting until all board members are present for Executive Committee inductions but proposes to induct Bailey as she is present today. Chet asks Devon to confirm that this will not preclude a member of Castleton town from joining the board. Devon replies that this will not affect any potential board members from the town of Castleton as Bailey will be representing Vermont State University – Castleton. Ethan then offers to be the Interim Secretary if needed until the annual elections are held in July.

Board Recruitment Devon shares that since now we are post-Town Meeting Day it is time for another push to add municipal representatives to the Board and then asks for suggestions on how to improve the process. Albert suggests that if municipalities were allowed to have a proxy representative it may alleviate issues related to a lack of attendance. The Board agrees on this being a prudent measure. Devon adds that he will ask former Board Member Tracy Upton for additional recommendations for a representative from CHCRR. Jim H. suggests getting a representative from CEDRR on the Board as well as someone from the Rutland Housing Authority. Ethan suggests reaching out to Vicky Loomis, the new CEO of BROCO, about becoming an MVRTD board member. Finally, Devon requests that MVRTD draft a letter requesting to be added to the agenda of select boards so that we may solicit additional interest.

Motion to Introduce Motion to Introduce Bailey Phillips as board member by Jim H., seconded by Ethan. None opposed. All in favor. Bailey is officially a member of the MVRTD board.

Motion to Authorize Motion to authorize Ethan as Interim Secretary by Jim H., seconded by Chet. None opposed. All in favor. Ethan is officially named Interim Secretary until the end of the fiscal year.

Ridership Report Topic tabled due to issue with ridership tracking software.

Executive Report Jade shares that fares were officially publicized last week on social media, our website, new organizations, and at the Transit Center—the team is now finalizing the technical details of tracking and capping fares for Medicaid riders. Medicaid riders will be capped at \$30/month, in line with the Monthly City-Fixed Access Pass. As of April 11th, the Fair Haven weekend service reductions have rolled out and all service reductions are now finalized with reminders sent out on social media, our website, and were posted on our vehicles and at the Transit Center.

Jade goes on to say that the district was approached by Walmart about bus service for their new Super Walmart location at the old Diamond Run Mall for a fall 2028 opening. From the discussions thus far, MVRTD will provide hourly bus service between 9am-8pm with a small gap during the midday based on a multi-year agreement with Walmart. Devon offers to submit a letter to the Act 250 Board in support of this endeavor to which Jade agrees.

Moving forward, Jade shares that HBSS ride tracking software is moving forward with a soft launch in May. RouteMatch will still be used in tandem with HBSS until the full conversion happens by the end of

the fiscal year. BambooHR is still on schedule for a June-July rollout of payroll tracking. Finally, she shares that the district is looking for a Transit Administrator to handle the sale of fares, passes, and other tasks. Summer service has been published for the last run at the TC at 5:15pm and Killington is still working to finalize the additional runs with an anticipated implementation date of June 1st.

Motion to Authorize Motion to authorize Devon to submit a letter to Act 250 Commission by Jim H, seconded by Sam. Motion passes with none opposed.

Budget Review Patti shares that she surgically pulled apart the previous chart of accounts to get a more detailed budget for FY27. The recent increase in fuel costs have greatly impacted our projected bottom line for the next fiscal year. Furthermore, a 10% increase was budgeted to cover the anticipated increase in company medical contributions. No employees benefits were cut and a 2% cost of living increase was budgeted for current staff in order to remain competitive.

Sam asks if Preventative Maintenance has enough money budgeted for the vehicle replacements needed. Patti replies yes; Benny and Jade add that the district will be spreading out all replacement vehicle purchases over the next few years so that there isn't a single major expense during any one year. Patti finalizes her report by stating that we are being extremely cautious with our budget due to unforeseen major fluctuations like fuel.

Jim H. asks if the projected fuel costs are based on the 88,000 gallons of diesel used in FY25 or the 80,000 gallons estimated to be used in FY26. Patti replies that she budgeted for 88,000 gallons of diesel at a dollar over the current price as that should cover any additional price increases over the fiscal year.

Sam shares that the resort utilizes 42,000-gallon contracts for diesel from their supplier so it may be prudent to secure two of these contracts as long as MVRTD has the capacity for any overage. Benny shares that he was reached out to all three suppliers in the area about this and is currently doing a cost analysis for each.

Finally, Patti goes over projections— currently the district has utilized all state funding and is utilizing local reserve funds for the remainder of the fiscal year. The estimated year end expenses are approximately \$2 million with a year end net of approximately \$158,000. Patti clarifies that she is not worried about the potential high-risk status discussed in audit report as post-payments are somewhat easier for bookkeeping. Furthermore, based on her work over the past year, we should not expect any overbilling to occur.

Motion to Approve Motion to approve budget by Jim H., seconded by Chet. Motion passes with none opposed. FY27 Budget is approved.

Other Business Jim H. asks if fare revenue will offset any contributions needed for evening and nighttime service on the Rutland-Killington route past the 5:15PM runtime. Jade replies that we are looking at hosting a forum of other businesses to garner additional donations to support that service and others. But she clarifies that there is a difference between operational expenses and fare revenue. Jim contends that if businesses are fully supporting nighttime service on Killington, then it should be fare free during those runtimes. Furthermore, he contends that businesses may be more likely to support fare free service rather than donating and receiving passes that may have a limited use window.

Adjourn Meeting is adjourned at 11:45AM by Devon Neary.