



AGENDA

Greater Waterbury Transit District Board Meeting
Virtual Video Conference Meeting
June 11, 2025 at 10:00 am

Public Hearing on GWTD FY26 Budget Proposal

1. Call to Order (*Betty Bajek*)
2. Roll Call
3. Presentation of Budget Proposal – Fiscal Year 2026 (*Joanna Rogalski*)
4. Public Comment
5. Adjournment

Regular Meeting (*Immediately following public hearing*)

1. Commencement of Meeting (*Betty Bajek*)
 - a. Roll Call
 - b. Public Comment
 - c. Approval of Minutes of the March 12, 2025 Meeting (*motion*)
2. GWTD FY26 Budget Adoption (*Betty Bajek*) (*motion*)
3. Election of Officers (*Betty Bajek*) (*motion*)
4. GWTD Administrative Items (*Joanna Rogalski*)
 - a. Financial Update
 - b. Ridership Update
5. Discussion of Ridership Reports (*Joanna Rogalski*)
6. Northeast Transportation Update (*Maria Vaccarelli*)
7. Open Discussion
8. Adjournment (*motion*)

Called by
Called by
Betty Bajek, Chair

Any member of the public wishing to address the GWTD members at a GWTD virtual meeting should send an email to info@nvcogct.gov with the following information:

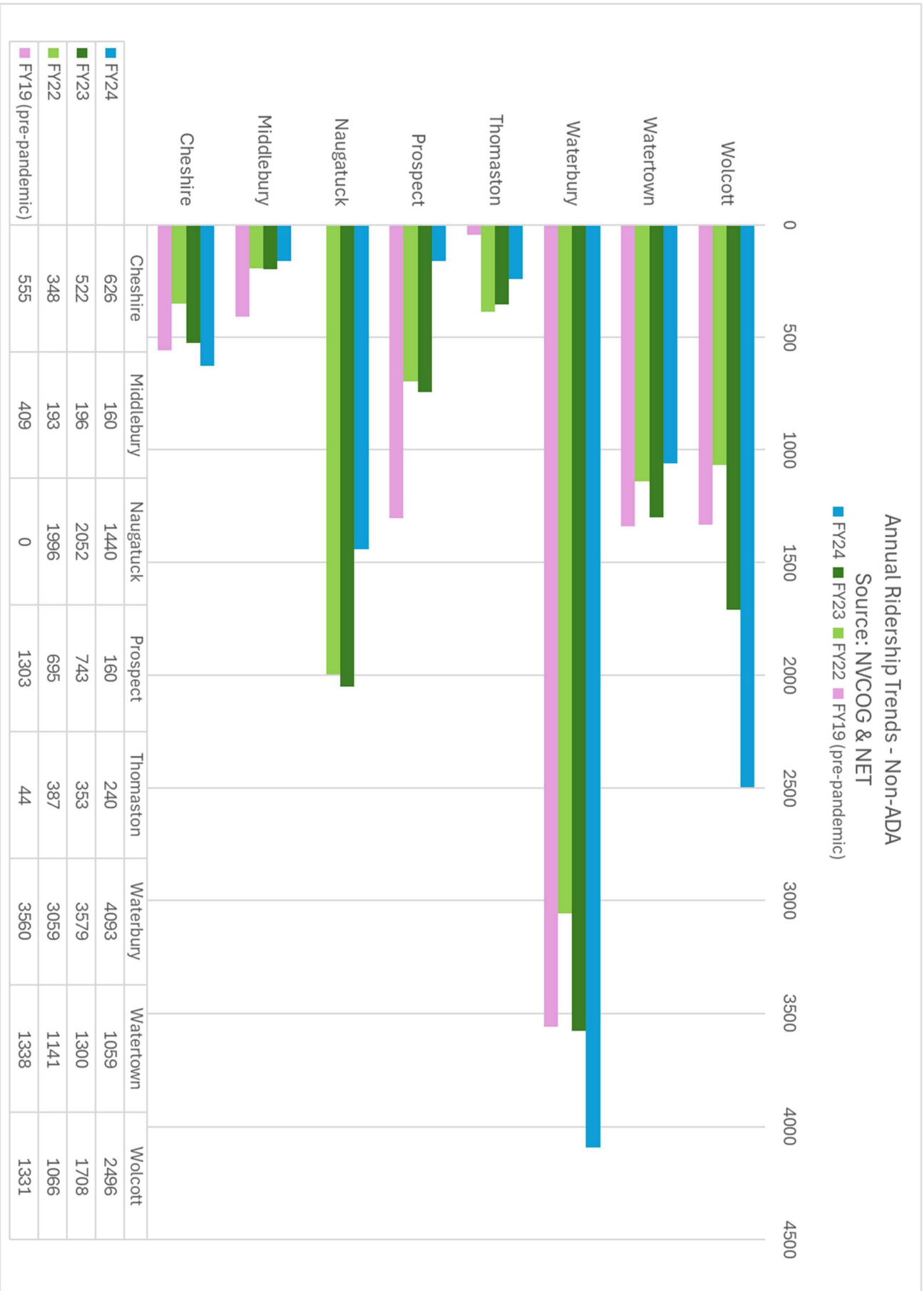
- Your name, address and any professional affiliation (for the public record)
- Your phone number (only if you are using the phone dial-in option)
- The item number on the agenda you plan to address in your comments

Your information must be received by 4:30 p.m. on the day before the meeting. Because of the need for stable meetings and public security, anyone who does not provide the above information cannot be admitted to our online meetings.

*A language or sign translator can be requested five days in advance of the meeting.
Un traductor de idiomas puede ser solicitado al menos cinco días previos a una reunión.
Tłumacza języka lub języka migowego można poprosić pięć dni przed spotkaniem.*

GWTD Master Budget FY2026 - DRAFT	
Income	Annual
Carryover FY24	\$ 96,689.00
Municipal Grant Program - Cheshire	\$ 39,238.00
Municipal Grant Program - Middlebury	\$ 15,986.00
Municipal Grant Program - Naugatuck	\$ 28,247.00
Municipal Grant Program - Prospect	\$ 14,929.00
Municipal Grant Program - Waterbury	\$ 75,057.00
Municipal Grant Program - Watertown	\$ 31,586.00
Municipal Grant Program - Wolcott	\$ 23,685.00
Municipal Dues - Cheshire	\$ 664.00
Municipal Dues - Middlebury	\$ 172.00
Municipal Dues - Naugatuck	\$ 724.00
Municipal Dues - Prospect	\$ 213.00
Municipal Dues - Southbury	\$ 452.00
Municipal Dues - Thomaston	\$ 179.00
Municipal Dues - Waterbury	\$ 2,506.00
Municipal Dues - Watertown	\$ 511.00
Municipal Dues - Wolcott	\$ 379.00
Non-ADA Match - Cheshire	\$ 794.50
Non-ADA Match - Middlebury	\$ 318.50
Non-ADA Match - Naugatuck	\$ 1,893.50
Non-ADA Match - Prospect	\$ 1,015.00
Non-ADA Match - Thomaston	\$ 112.00
Non-ADA Match - Waterbury	\$ 5,789.00
Non-ADA Match - Watertown	\$ 1,939.00
Non-ADA Match - Wolcott	\$ 4,627.00
Total	\$ 343,078.50
Expenses	Annual
Non-ADA Match	\$ 16,488.50
Dial-A-Ride	\$ 228,728.00
Management Fees	\$ 7,800.00
Liability Insurance	\$ 2,000.00
Financial Audit	\$ 2,500.00
CACT Membership	\$ 125.00
Contingency	\$ 200.00
Website	\$ 228.00
Marketing	\$ 5,000.00
Printing**	\$ 1,100.00
Total	\$ 264,169.50
Change in Net Position	
Total	\$ 78,909.00

** Based on Staples printing and folding estimate for 500 copies multiplied by 2 - quoted for Feb 28, 2024
 Municipal dues same as FY24 - based on US Census 2010 population percentage multiplied by 5800
 CACT - CT Assn for Community Transportation
 Note: Dial-A-Ride 2025 total is the maximum allowed based on SFY2025 Municipal Grant Program funds
 = \$228,728.00
 Note: Non-ADA estimates based on 6 mo ridership for July-Dec 2024





RECORD OF MEETING

Greater Waterbury Transit District Board Meeting
March 12, 2025 at 10:00 am

Commencement of Meeting, Roll Call

At 10 a.m., Chair Betty Bajek called the meeting to order, and the Pledge of Allegiance was recited.

Attendance: Betty Bajek, Chair; Aleta Looker, Stefanie Theroux, Jan Mizeski, Debbie Bournival, Karen Harvey, Mary Morrone, Mira Levasseur. NVCOG Staff: Trish Bauer, Joanna Rogalski, Patricia Bruder. Guest: Michael D'Elia, The Kennedy Collective.

Public Comment

There were no members of the public that wished to speak.

Approval of Minutes

Deborah Bournival MOVED to approve the minutes of the September 11, 2024 meeting; SECONDED by Karen Harvey. Motion carried unanimously.

Approval of GWTD 2025 Meeting Schedule

The board discussed the possibility of changing the meeting time from 10 am to 1:30 pm for the remaining meetings of the year. It was the consensus to leave it as is and revisit the time change for 2026. It will be placed on the agenda of the December meeting.

Greater Waterbury Transit District (GWTD)

Meets at 10 a.m. quarterly (March, June, September and December) on the second Wednesday of the month. The default location is virtual using the NVCOG ZOOM account.

March 12, 2025
June 11, 2025
September 10, 2025
December 10, 2025

Betty Bajek MOVED to accept the meeting schedule with the 10 am start; SECONDED by Deborah Bournival. Motion carried unanimously.

GWTD Administrative Items

Financial Update

Joanna reported that the finances are in a good position with expenses and revenues. We're still waiting for funding from the municipal grant program from the State of Connecticut for the Dial-a-Ride services. Trish Bauer suggested giving some thought to some advertising for Dial-a-Ride.

Joanna noted that the financial review by the auditor came back totally clean, no problems.

Ridership Update

Joanna reviewed the Dial-a-Ride and Non-ADA ridership numbers as displayed on a graph for the board. The Dial-a-Ride numbers have increased over the last year. Non-ADA has been less than last year.

In response to a question whether the District is breaking even with expenses, Joanna explained that the municipal grant program funding funds the Dial-a-Ride and goes directly to NET for their services and administrative costs. The non-ADA is matched by the municipalities with the match based on the previous year's ridership.

Joanna offered to review the reports with Aleta after the meeting as she was having trouble understanding them.

Discussion of GWTD FY26 Budget Adoption Process

In reviewing the by-laws of the GWTD, it was brought to staff's attention by the attorney that the GWTD needs to follow the budget process outlined in CGS 7-273f for transit districts. This involves holding a public hearing before voting on adoption and then publishing the budget before appropriations. GWTD may hold a special meeting before the next quarterly meeting to accept public comment and vote on adoption. The group discussed the need for publication of the budget and possible alternatives to that. Joanna will discuss this with the attorney.

Northeast Transportation Update

Maria Vaccarelli was not in attendance.

Discussion of FFT24 5310 Grant Program

Applications for the 5310 grants are due April 1, 2025. If you are applying for a Traditional Capital grant, you need to publish an announcement by this Friday, March 14, 2025. NVCOG is available to review application for completeness.

In response to a question, Joanna explained that the grant will be federally funded in the amounts of 80% for capital, and 50% for operating costs.

Open Discussion

Karen Harvey asked for an update on the purchase of electric vans. She rode in one in November and felt it was nice but small. She will send an email to Maria asking about it. Joanna will follow up. She continued to say that she enjoys receiving a text confirmation after scheduling a ride, letting her know that the van is enroute and the time of arrival. She is also concerned about the political climate regarding the status of federal funding and DEI, and how it may affect GWTD.

Joanna assured the Board that NVCOG is proceeding with business as usual. We are dedicated to providing multimodal safe, effective, meaningful transportation options for all people.

Betty reported that the CT DOT has an active transportation microgrant program offering small grants up to \$5,000 to communities, schools, and organizations including health districts. They fund projects that encourage walking, biking, and improve safety, fostering an awareness around active transportation. Joanna added, NVCOG can help people apply for that; the deadline is March 28th.

Adjournment

Karen Howard MOVED to adjourn; SECONDED by Aleta Looker. Motion carried unanimously. The meeting adjourned at 10:36 am.

The next meeting will be held at 10 a.m. June 11, 2025 via Zoom.

Respectfully submitted,



Patricia M. Bruder
Executive Administrative Clerk



Financial Update – June 4, 2025

July 1, 2024 to June 4, 2025

Revenues

Local Revenue (Municipal Dues)	\$5,800
Local Revenue (Non-ADA Match)	\$14,000
Municipal Grant Program*	\$228,728

Total Revenues \$248,528

- *Anticipated total for SFY25
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Expenses

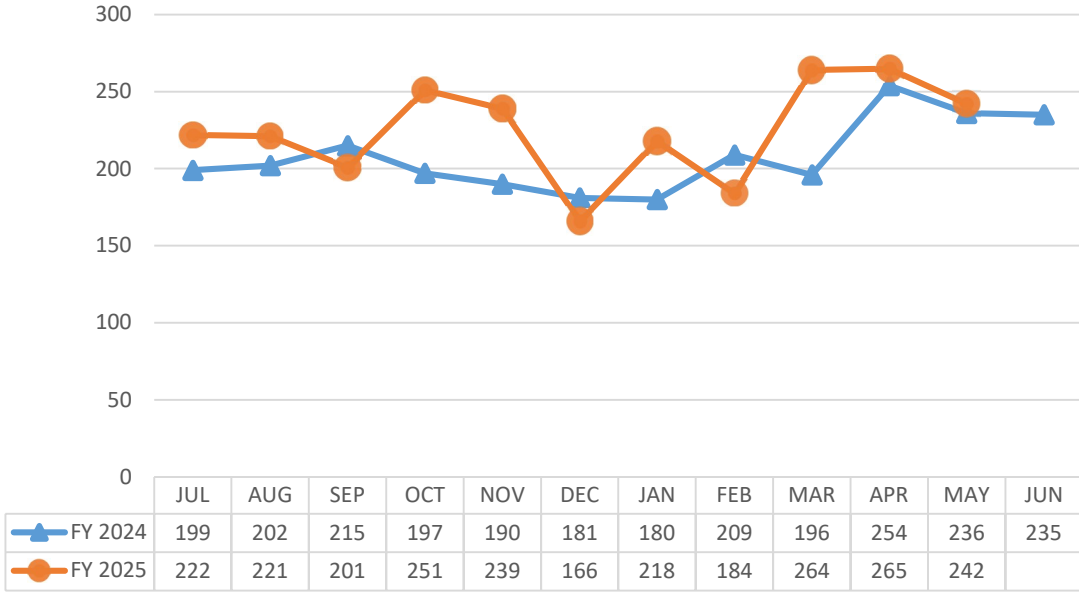
North East Transportation -	\$213,550
Audit	\$1,500
Liability Insurance	\$1,484
Bank Service Charges	\$27
CACT Dues & Registrations	\$350
Town Match (Non-ADA)	\$14,000
Misc – Expenses	\$0

Total Expenses \$ 230,902



Ridership Update – June 2025 Meeting

Dial-A-Ride Ridership FY 2024 vs. FY 2025



Non-ADA Ridership FY 2024 vs. FY 2025

