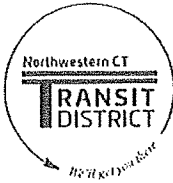


Received 11:38 AM
April 20, 2021
Susan J. Jeanfavre
Assistant Town Clerk



NORTHWESTERN CT TRANSIT DISTRICT
957 E MAIN ST, TORRINGTON, CT 06790
860-489-2535

Raymond Pech–Barkhamsted
Chris Johnstone - Colebrook
Vacant – Cornwall
Vacant – Salisbury
Michael Criss– Harwinton
Ruth Epstein – Kent
Vacant - Litchfield
Betsy Weinbach -Winchester
Tom Weik - Morris

Vacant – New Hartford
Matt Riiska - Norfolk
Marybeth Wabrek - North Canaan
Mark Harris - Goshen
Vacant – Sharon
Dan Farley - Torrington
Vacant - Warren

BOARD OF DIRECTORS'
REGULAR MEETING

Via Zoom
April 21, 2021
1:00 PM

- 1. Call to Order & Attendance**
- 2. Approval of March 17, 2021 and March 30, 2021 Meeting Minutes**
- 3. Update on Separation Agreement for Prior Executive Director**
- 4. Interim Executive Director's Report**
- 5. Search Plan for a New Executive Director / Administrator**
- 6. Discussion of Changing Board Meeting Date / Time and Resuming in Person Meetings**
- 7. Any Other Business Properly Brought**
- 8. Next Meeting May 19, 2021**

Please see attached; *Northwestern CT Transit District*

When: Wednesday, April 21, 2021 11:00 AM-2:00 PM (UTC-05:00) Eastern Time (US & Canada).

Where: <https://us02web.zoom.us/j/86013409719?pwd=L3kxZjRYYUNQcXhQWGR2ZVpMUW5WZz09>

Note: The GMT offset above does not reflect daylight saving time adjustments.

~~*~*~*~*~*~*~*~*

<<...>> Dee Williams is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86013409719?pwd=L3kxZjRYYUNQcXhQWGR2ZVpMUW5WZz09>

Meeting ID: 860 1340 9719

Passcode: 873131

One tap.mobile

+13017158592,,86013409719#,,,,*873131# US (Washington DC)

+13126266799,,86013409719#,,,,*873131# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 860 1340 9719

Passcode: 873131

Find your local number: <https://us02web.zoom.us/j/kC3Nddye3>

Northwestern CT Transit Board
Meeting Minutes

03/30/2021

I. Call to order

Ray Pech called to order special meeting Northwestern CT Transit board at 2.03 pm
Roll call

All members were accounted Also in attendance Kevin Roy and Kristianne Locke

II. Executive Session

Moved to executive session motioned by Ray Pech, Ruth Epstein 2nd
motion. Motion carried, no objections

Out of executive session @ 2:13 pm

Ray noted no motions were made and no votes taken

III. Status of Settlement Agreement With Carol Deane

Carol Dean has agreed and met terms and has signed off on separation agreement. .

IV. Board to accept Agreement

Motion by Michael Criss to accept terms of separation agreement;

Mark Harris 2nd the motion. The motion carried with no objections

V. Any other Business

Interim Executive Director brought forth the option of using Northwest COG to work
on new policies and procedure manual. Was tabled to next board meeting on April 21,
2021 so that the cost of such can be researched.

VI. Next Board Meeting April 21, 2021

Raymond Pech asked for motion to adjourn. Mark Harris motioned, Raymond Pech
2nd the motion. Motion carried with no objections

Ray Pech adjourned the meeting at 2:26 pm

Minutes submitted by: Kristianne Locke

Minutes approved by: Name

Northwestern CT Transit Board Meeting Minutes

03/17/2021

I. Call to order

Ray Pech called to order the regular meeting of the Northwestern CT Transit board at 1:02 pm on 3/17/2021 at Zoom.

II. Roll call

All members were accounted for with exception of Michael Criss

Also in attendance Kevin Roy, Deidra Williams and Kristianne Locke

III. Approval of minutes from last meeting

Motion by Ray Pech to approve special meeting of 3/9/2021. All approved with Betsy Weinbach abstaining as she was not present.. Motion carried

IV. Discussion of Separation Agreement for Prior Executive Director

Moved to executive session motioned by Ray Pech, Motion carried

Ray noted that no motions were made and no votes taken.

V. Interim Executive Director Report

- a) In need of new computers/software
- b) Reorganization of files and office
- c) Need to get ISPs caught up
- d) The need to advertise for new drivers
- e) Discussion of cross training in office

VI. Salary of Interim Executive Director

Chris Johnstone motioned for \$1000 a week minus taxes

BJ Christinat 2nd. Chris Johnston amended to retroactive pay to 3/9.. BJ second Christinat amendment. Motion carried, no opposed

VII. Search for new Executive Director/Administrator

Christ Johnstone made motion to advertise for Administrator assistant position with salary starting at \$55000 a year with \$5000 increase after 3 months; Dan second.. Motion carried no opposed. Hold off of Executive Director Position until end of April for when current Executive Director issue is settled.

VII. Potential Raises for Current and Future Drivers

Chris Johnston would like to compare and see what other bus drivers of other districts are paid. Ray Pech will contact NET to see if he can pay range for their driver, and revisit this issue in future meetings.

Candystriper Supervisor position must be posted internally for 2 weeks, in which time Leron will apply for position.

VIII. Any other Business

Ray Pech suggested Board members to supply contact emails/phone #s. Email to Craig for office to produce contact sheet.

IX. Next Board Meeting April 21, 2021

Ray Pech adjourned the meeting at 2.30 pm

Minutes submitted by: Kristianne Locke

Minutes approved by: Name