



Commissioners [David L. Jaeger, Jr.](#), [Alice McQuaid, Esq.](#)  
Chief Executive Officer [Kimberlee A. Morton](#)  
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**Norwalk Transit District Commissioners' Meeting**  
**Thursday, May 26, 2022, at 6:00 PM**  
**Meeting will be conducted via Microsoft Teams**

**ATTENDING**

**Norwalk Transit District Commissioners**

David Jaeger, Jr., Teams Participant

Alice McQuaid, Esq., Proxy Participant (Approval Attached)

**Norwalk Transit District Staff**

Kimberlee Morton, CEO

Matt Pentz, CFO

Lori Hammill, CCO

Ms. Morton opened the public meeting at 6:03 PM. She explained that Commissioner McQuaid was not able to attend the meeting but supplied her proxy to cast a vote in the affirmative to Commissioner Jaeger to action items as identified in the formal proxy authorization attached below



05262022 McQuaid  
Proxy.HEIC

**Public Comment**

Members of the public who wished to address the Commissioners were asked to do so. There were no other public participants in attendance.

**Approval of the Agenda for the May 26, 2022, Meeting**

Commissioner Jaeger casted his vote and the proxy vote of Commissioner McQuaid for the approval of the agenda as named in the proxy authorization.

**Approval of minutes of February 24, 2022**

Commissioner Jaeger casted his vote and the proxy vote of Commissioner McQuaid for the approval of the February 24, 2022, minutes.

## **Finance Update - Tabled**

## **EEO-1 Component 1 Update - Tabled**

## **Title VI Update and Submission Approval**

Commissioner Jaeger casted his vote and the proxy vote of Commissioner McQuaid for the Update and Submission of the Title VI Update as discussed and presented.

## **NCC Shuttle Elimination**

Ms. Morton presented the results of the recent public outreach initiative conducted at NCC. It was noted that the feedback was overwhelmingly positive in support for the enhanced Route 11 changes. Ms. Morton requested formal approval to eliminate the existing NCC shuttle schedule that is currently held in abeyance since the onset of COVID in support of the enhanced Route 11 peak AM service changes. Commissioner Jaeger casted his vote and the proxy vote of Commissioner McQuaid in support of the elimination of the NCC Shuttle.

## **Procurement Update**

Ms. Hammill requested approval of the following procurement transactions.

- ✓ **Award Recommendation for Tennant M20 Ride-Floor Scrubber Sweeper**  
Concurrence in awarding a procurement in the amount of **\$77,651.47** to Grainger for a Tennant M20 Ride-Floor Scrubber Sweeper.
- ✓ **Award Recommendation for ADA Paratransit and Other Demand Response Services.** Concurrence in awarding a contract to qualified proposers based on final negotiations approved by the CEO, CFO and CCO.

Commissioner Jaeger casted his vote and the proxy vote of Commissioner McQuaid for the approval of the above procurement transactions as identified in the proxy authorization with the stipulation that the ADA Paratransit contract be brought back as an information item at the next meeting with the final details of the award.

## **CEO Update**

Ms. Morton turned the following items to Mr. Pentz for a general open discussion only as they fell under his leadership during her recent absence. No action shall be taken. Mr. Pentz reported:

- ✓ **NTD Masking Update.** On Tuesday May 24, 2022, NTD updated the company masking policy by eliminating the mask requirement and switched to mask usage by recommendation only on District property including buses. He mentioned that individuals will be responsible for exercising masking judgement and that NTD would continue to provide PPE to employees as

needed.

- ✓ Free Fares and Ridership Update. NTD will be joining CONDOT and other transit systems in the State by providing service free of fares until November 30, 2022. Ms. Morton added that DOT committed to a full reimbursement of the fare loss and other related expenditures through new funding sources and that existing state, federal or local resources would not be utilized to fund this initiative.
- ✓ Miscellaneous Items. There is a verbal agreement with DOT which would reinstate approximately \$615k in funding to the FY 22 Stamford ADA operating agreement

### **Executive Session – Tabled**

### **Any Other Business Properly Brought Before the Board**

No other business was noted.

### **Next Meeting is Thursday, June 16, 2022, at 6:00 PM**

Ms. Morton noted that the Commissioner may have conflicting demands for the next several regularly scheduled meetings. It was determined that they would meet to elect mutually agreeable times and dates for upcoming special meetings to be publicly noticed in accordance with CT statutes

### **Adjournment**

The meeting adjourned at 6:20PM.

Respectfully submitted,

Kimberlee A. Morton  
CEO