



Commissioners: [David L. Jaeger, Jr.](#), [Alice McQuaid, Esq.](#)
Chief Executive Officer: [Matt Pentz, CPA](#)
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**NORWALK TRANSIT DISTRICT COMMISSION
MARCH 23, 2023, AT 6:00 PM – NORWALK TRANSIT DISTRICT
CONDUCTED VIA TEAMS MEETING**

ATTENDING

Norwalk Transit District Commissioners:

David Jaeger, Jr., Teams Participant
Alice McQuaid, Esq., Teams Participant

Norwalk Transit District Staff:

Matt Pentz, CEO
Lori Hammill, Chief Compliance Officer
Frank Duncanson – Chief Operating Officer, Phone Participant
La-Keba Hamilton – Transportation Manager, Teams Participant
Andy Gallagher, Operations Manager, Teams Participant

Guest:

Tom Partalas – Partner, Seward & Monde

Public:

Tanner Thompson

The meeting was called to order at 6:07 PM via Microsoft Teams.

PUBLIC COMMENT

Unidentified participant – later determined to be Tanner Thompson (connection issues).

APPROVAL OF THE AGENDA FOR THE MARCH 23, 2023, MEETING

- ** Commissioner McQuaid made a motion to approve the agenda.
- ** Commissioner Jaeger seconded the motion.
- ** Motion to approve the agenda passed unanimously.

APPROVAL OF MINUTES OF FEBRUARY 23, 2023

- ** Commissioner Jaeger made a motion to approve the minutes.
- ** Commissioner McQuaid seconded the motion.
- ** Motion to approve the minutes passed unanimously.

Financial Update – Seward & Monde

Tom Partalas, Partner at Seward & Monde presented the FY 22 Audited Financial Statements for the Norwalk Transit District. He noted the following highlights in his summary:

- \$4m growth in capital assets due to ten new Gillig busses, radio system upgrade and building design study.
- NTD Net Position increased by \$4.4m, mostly due to capital assets.
- Annual improvement in accumulated unrestricted-deficiency in assets (\$408k).
- Large Increase in Ridership – drove increase in salaries and purchased transportation expenses.
- Fuel Expense was flat to PY, NTD locked into favorable contract.
- Overall expenses up \$1.2m or 9.4% (due to increase in service demand, salaries, purchased transportation, IT outsourcing, consulting / temp help due to hiring constraints, large ticket order, recruitment costs and relocation expenses).
- Revenue – Stamford ADA increase in grant funding.

- ** Commissioner Jaeger made a motion to approve the FY 22 Audit.
- ** Commissioner McQuaid seconded the motion.
- ** Motion to approve the annual FY22 financial audit passed unanimously.

CEO UPDATE

Facility Renovation Update

Mr. Pentz mentioned that (following concerns from the previous meeting), he spoke with the State DOT and Senator Duff separately about the facility renovations and neither party raised any concerns with Norwalk Transit awarding the facility upgrade given the pending legislation impacting the Norwalk Transit District. Given those discussions, since approvals had been received and concerns addressed, the facility renovation contract has been awarded.

SB 904

Mr. Pentz mentioned that the language to dissolve the Norwalk Transit District, originally in SB 630 was rolled into SB 904 and received passage out of the Transportation Committee. Mr. Pentz expressed concern that the bill has momentum as it moves forward. Mr. Pentz stated that on a positive note, the legislators, notably Senator Duff has been receptive to ongoing dialogue.

Fares Resume

Ms. Hammill stated that fares resume on April 1st. She mentioned that it's statewide and that NTD has notified riders, staff, drivers, and has placed notices on busses and shelters. She stated that it will be interesting to see the impact that fares have on ridership.

Executive Session

** Consideration to continue in executive session was moved and seconded by Commissioner McQuaid and Jaeger to discuss a pending investigation and personnel matter. No formal action was taken in executive session.

Regular Session

Consideration of personnel matter resulting from discussion in executive session

- ** Commissioner McQuaid made a motion to approve the position of AGM at NTD.
- ** Commissioner Jaeger seconded the motion.
- ** Motion passed unanimously.

Other business brought before the board

No other business was noted.

Next meeting is scheduled for Thursday, April 27, 2023 at 6:00 PM

Adjournment

- ** Commissioner Jaeger made a motion to adjourn.
- ** Commissioner McQuaid seconded the motion.
- ** Motion passed unanimously.

Meeting adjourned at 7:07 PM