



Commissioners: [David L. Jaeger, Jr.](#), [Alice McQuaid, Esq.](#)  
Chief Executive Officer: [Matt Pentz, CPA](#)  
275 Wilson Avenue, Norwalk, CT 06854  
Tel: 203-852-0000 • Fax: 203-299-5166  
[www.norwalktransit.com](http://www.norwalktransit.com)

**Norwalk Transit District Commissioners' Meeting Agenda**  
**Thursday, December 21<sup>st</sup>, 2023, at 6:00 p.m.**

This meeting will be held via Zoom, a virtual conference platform. Details on how to participate below:

NTD is inviting you to a scheduled Zoom meeting.

Topic: 12/21 Norwalk Transit District Commissioner's Meeting  
Time: Dec 21, 2023 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/94879878713?pwd=MTd4bEdHUlld1Vrd1dQdmxtZzBSdz09>

Meeting ID: 948 7987 8713

Passcode: 047757

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One tap mobile

+16469313860,,94879878713#,,,,\*047757# US

+16465588656,,94879878713#,,,,\*047757# US (New York)

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Find your local number: <https://zoom.us/u/abgwtlYUCC>

Public Comment Instructions:

- The public is encouraged to send their comments before or after the meeting to the following email: [lhammill@norwalktransit.com](mailto:lhammill@norwalktransit.com)
- As you would in a public meeting, please include your name, affiliation and home address with your comments. All comments received and verified will be posted to the Norwalk Transit District Board of Commissioners May meeting minutes with your Name Only-your email address will be excluded.
- Public comment is only allowed during the public comment section of the agenda.
- Those wishing to speak should introduce themselves with their name and address.
- Those representing a group should declare their position and associations with that group prior to speaking.
- Public persons will have maximum of three minutes to speak.

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I. **CALL TO ORDER – CEO**

II. **COMMENTS FROM THE PUBLIC**

III. **APPROVAL OF THE AGENDA FOR THE DECEMBER 21, 2023 COMMISSIONERS**

## **MEETING**

### **IV. APPROVAL OF MINUTES**

1. Minutes of the October 26, 2023 Commissioners Meeting

### **V. REPORTS**

1. Procurement
  - i. Award Recommendation for Routematch Annual Software Agreement for Core System for period 12.1.23 – 11.31.24
  - ii. Award Recommendation to approve Option 4 (Year 5) to successful proposer, VIA Mobility, LLC in the amount of \$75,720
2. Finance
  - i. FY 23 Audit Update
  - ii. November Financial Update
  - iii. FY 25 City of Norwalk Budget Submission
3. Operations
  - i. November 2023 Ridership Report
  - ii. COA Update – Greg Nordin, Project Manager Nelson Nygaard
4. Human Resources
  - i. General HR Update
5. Safety and Security
  - i. Quarterly Worker's Compensation / Accident Review Report
  - ii. PTASP Annual Update
6. Maintenance
7. Chief Executive Officer
  - i. Facility Renovation Update
  - ii. 2024 Meeting Calendar
  - iii. Micro-Transit Award
  - iv. Miscellaneous Items

### **VI. OLD BUSINESS**

### **VII. NEW BUSINESS**

### **VIII. EXECUTIVE SESSION**

- i. Executive Session

### **IX. ADJOURNMENT**

***Next Meeting is Thursday, February 15, 2024 at 6:00 p.m.***