

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT  
ESTUARY TRANSIT DISTRICT BOARD MEETING

ESTUARY TRANSIT DISTRICT  
SPECIAL BORD MEETING

ETD Administrative Offices, 91 N. Main Street, Middletown, CT  
with Remote Option  
Tuesday, January 21, 2025, at 9:00 A.M.

CALL TO ORDER

The meeting was called to order at 9:01 a.m. by Leslie Strauss, Board Chair

ROLL CALL

A quorum was established with the following members present: Michelle Benevegna, David E. Cox, DG Fitton, Joan Gay, Timothy C. Griswold, John Hall, Jim Irish, David Lahm, Beverly Lawrence, Christine Marques, Charles Norz, and Leslie Strauss

Also in attendance:

Staff: Joe Comerford, Christina Denison, and Halyna Famiglietti

Guests: Tom Partalas, Seward and Monde; Michael Pelton, Portland First Selectman

VISITOR COMMENTS - None.

PRESENTATION OF FY 23-24 COMPLETED AUDIT

A copy of the FY 23-24 audit was included in the Board's packet. Tom Partalas, Seward & Monde reported:

- The audit was reviewed by the Finance Committee.
- The District received a "clean" opinion with no findings related to the financial statements, compliance or internal controls.
- The total Net Position increased by \$2.6 million in FY24. This was due to the increase in unrestricted net position and the purchase of capital assets in FY24, including three 40' buses, a trolley and 4 ADA buses.
- The comment relating to the parts inventory (carried over from Middletown Transit District) is still being addressed and some progress has been made. It is anticipated that this comment will be cleared up at the next audit.

Partalas was available to address questions/comments posed by board members. David Lahm made a motion to accept the completed FY23-24 audit by Seward & Monde as presented. Charlie Norz seconded the motion. The motion passed unanimously.

ADJOURNMENT

Strauss made a motion to adjourn the meeting at 9:05 a.m. DG Fitton seconded the motion. The motion passed unanimously.

Next Regular Meeting – February 14, 2025, at 9:00 a.m. with Remote Option

Respectfully submitted,

Christina Denison