



Draft

BOARD OF DIRECTORS
GREATER HARTFORD TRANSIT DISTRICT
Hartford, Connecticut
May 14, 2026

James McCavanagh, Chairman Presiding.

1. Call to Order

At 7:01 p.m., with a quorum present; Chairman McCavanagh called the Regular Meeting of the Board of Directors of the Greater Hartford Transit District (the "District") to order in the Conference Room of the District at One Union Place, Hartford. A remote option for attendance was also available.

Directors present:

Veronica Rosario, East Hartford
Stephen Mitchell, Enfield
Kevin Mooney, Enfield
Nanci Fitzgerald, Farmington
James McCavanagh, Manchester
Paul McNamara, Manchester
Dimple Desai, Rocky Hill
Marc Nelson, Simsbury
Gary Pitcock, South Windsor
Michael LeBlanc, South Windsor
Alan Lubin, Vernon
Adam Raider, West Hartford
David Geordano, West Hartford
Michael Zaleski, Wethersfield
Fred Tanguay, Windsor

Staff present:

Nhan Vo-Le, Chief Financial Officer
Mary Bujeaud, Deputy Executive Director
Andre Welch, Consortia Director
Douglas Holcomb, Executive Director

2. Public Forum

Chairman McCavanagh asked if there were any comments from the public.

There were no comments from the public.

3. Consideration of Meeting Minutes

Chairman McCavanagh asked for a motion to accept the minutes of the March 12, 2026, Regular Meeting which were transmitted to the Board in advance.

Director Giordano Moved to Accept the March 12, 2026, Regular Meeting Minutes, which was seconded by Director Mooney and was approved without modification by a vote of 25.25 yea, 0.00 nay, and 0.00 abstention.

Directors Raider and LeBlanc joined the meeting.

4. Financial Matters - Report for the period ended March 31, 2026

The Chairman requested that Ms. Vo-Le provide the financial report.

A summary of the District's budgeted and actual results as of March 31, 2026 was presented. Ms. Vo-Le stated that for the first nine months of fiscal year 2026 (July 2025 – March 2026), the Special Revenue Fund had accumulated a total of nearly \$28.9ML in actual revenues to cover for its various program costs including operating, capital, and administrative that equates to the same amount (\$28.9ML). Comparing this to the adopted budget, the actual amount is higher than the budget by 9% or \$2.4ML. The fluctuation between the budget and actual is primarily a result of the Parking Lot Expansion construction activities that were completed last Fall.

The District's General Fund continues to perform well; yielding \$372K in actual excess of revenues over expenses with approximately \$403K and \$31K in total revenues and expenses; respectively. Comparing this result to the budget, this fund yields a favorable variance of \$155K in excess of revenues over expenses primarily due to higher STIF interest earnings.

The Enterprise Fund reported a total of \$1.8ML in actual revenues and \$1.7ML in actual expenditures; yielding a favorable variance of \$148K in excess of revenues over expenditures, or \$73.4K over the adopted budget. This increase primarily reflects a combination of higher parking fees revenue and lower professional services. Overall, the District yielded a total of \$520K in excess of actual revenues over expenditures and this is \$228K higher than budgeted. This excess amount is made up by \$372K in the General Fund and \$148K in the Enterprise Fund.

The Chairman thanked Ms. Vo-Le and asked for a motion to accept the financial report as presented.

Director Pitcock Moved to Accept the Financial Report as Presented, which was seconded by Director McNamara and was unanimously approved by a vote of 29.39 yea, 0.00 nay, and 0.00 abstentions.

The Chairman then asked CFO Vo-Le to provide an overview of the agency's budgets for the upcoming fiscal year.

Ms. Vo-Le provided an overview of the FY27 budgetary projections by fund (Special Revenue, General, and Enterprise) as follows:

The Special Revenue Fund has revenue budgeted at \$46.6ML for this upcoming fiscal year (FY27). In FY26, the budget was \$39.5ML. The FY27 revenues consist of two major funding sources - CTDOT grants (91%) and FTA grants (8%). The anticipated FY27 dollars are expected to cover costs related to transportation projects which equates to \$44.1ML, \$1.3ML for administration, and \$1.2ML for professional services. This fund is made up of three programs: operating, administrative, and capital. Each of these programs has its own respective budget. The ADA Paratransit program is the District's major operating program which for this upcoming fiscal year is budgeted at \$31.9ML. In FY26 the budget was \$24.6ML. The budget for the Administrative Program is \$10.2ML in FY27 and \$8.3ML which was budgeted in FY26.

This Program consists of the following projects: Encompass and Microtransit: \$1.3ML and \$862K; respectively, for each of the fiscal years 2027 and 2026; Municipal Dial-A-Ride: \$360K (the same amount for FY27 & FY26); New Freedom Voucher: \$768K in FY27 vs. \$262K in FY26; Statewide Drug and Alcohol Testing Consortium: \$659K for FY27 vs. \$637K last fiscal year; Statewide Rural Transit Assistance Program: \$162K for each of the fiscal years 2027 and 2026; plus Statewide Transit District Insurance Consortium: \$6.2ML in FY27 vs. \$4.8ML in FY26.

The upcoming fiscal year budget also includes several capital improvements totaling \$4.4ML in comparison to \$6.6ML in the previous fiscal year. The budget for the Capital Program is as follows: \$372K for the ADA Paratransit Facility vs. \$440K in FY26; Capital Equipment Support: \$214K this upcoming fiscal year vs. \$1.1ML in FY26; Vehicle Procurement: \$3.8ML in FY27 vs. \$5.1ML in FY26; and Enfield Intermodal Center: \$0 for FY27 vs. \$6K last fiscal year.

The General Fund is the District's primary operating fund. Its major funding sources consist of investment income, proceeds from sale of disposed vehicles, and member town contributions. It is anticipated that the General Fund will generate \$562K in revenue vs. \$384K in FY26. We project that there will be \$80K in expenses vs. \$74K budgeted for the previous fiscal year. The General Fund is expected to yield an additional \$482K in FY27 compared to \$310K in FY26. The District's Enterprise Fund consists of the Spruce Street Parking Lot and Hartford Union Station Transportation Center (USTC). Major funding sources are: Federal & State grants, rents, and parking fees. This fund's revenues are budgeted at \$9.3ML in FY27 compared to \$2.9ML last year. It is expected that the District will incur nearly \$9.2ML in expenses vs. \$2.8ML which will yield \$149K in FY27 compared to \$100K in FY26. The FY27 budget reflects approximately \$7.6ML for capital improvements at the USTC location, including HVAC and roof replacement/drain projects. The District's budgets for all three funds equates to \$56.4ML in revenues, \$55.8ML in expenditures, and \$631K in excess of revenues over expenditures. For fiscal year 2026, the budgets were as follows: total revenues \$42.7ML, \$42.3ML in expenditures, and \$410K in excess of revenues over expenditures. The excess amounts consist of the General Fund which is forecasted to provide \$482K and \$310K in additional funding for FY27 and FY26; respectively, plus the Enterprise Fund which is expected to bring in \$149K for FY27 and \$100K in FY26.

A brief discussion followed regarding the ADA Paratransit expenses, fuel costs, replacement vehicles, and insurance costs.

The Chairman thanked Ms. Vo-Le and asked for a motion to authorize staff to publish the budgets as presented.

Director Nelson Moved to Authorize staff to Publish the Proposed FY 2027 Budgets as Presented, which was seconded by Director Fitzgerald and was unanimously approved without modification by a vote of 29.39 yea, 0.00 nay, and 0.00 abstention.

5. Committee and Staff Reports

Doug Holcomb provided a brief overview of operations including ridership associated with the ADA, Link, Freedom Ride and Encompass programs. Regarding the Link program, Mr. Holcomb noted that funding had been secured to continue the service through FY27.

Deputy Executive Director Mary Bujeaud provided an update on the following items:

- The District expects delivery of twenty-eight paratransit buses in the next month or so to replace aging vehicles in the fleet.
- The ADA Paratransit contract procurement is complete, and an award has been made. The 5-year contract will be executed soon with a start date of July 1, 2026.
- The roof drain contract has been awarded and the Notice to Proceed was issued last week. The contractor has begun the permitting process with the City of Hartford.
- USTC Roof Project – the District is working with Amtrak on a design review and construction phase agreement. Construction is still anticipated for Spring 2027.
- ProPark and CTtransit leases - management is working with ProPark to negotiate leases that are expiring and is also working with CTDOT on a lease for CTtransit to take over the third floor space where Capitol Workforce Partners previously occupied. Some capital repairs and updates will be made over the course of the year to prepare the space (building an ADA compliant restroom where a kitchen was, improvements to the ADA lift, painting, and carpet replacements).
- The District worked with CTDOT to develop its 2026 capital program and is currently creating the FTA grant application. The total approved request is for approximately \$10M (\$3.75M Rolling Stock, \$4.85M USTC, \$300K Roberts, \$885K for misc. capital and administrative costs.)
- Staff is developing the RFP for a Statewide Joint Bus Procurement. It is expected that the RFP will be released this summer and contracts will be awarded by the end of the year.

Ms. Bujeaud also noted that the District's order of twenty-eight buses that are soon to be delivered (and thirty-four in the next order) will have the new brand and graphics package. The graphics are being installed now.

Ms. Bujeaud then provided the Board with an update of the Connecticut Rural Transit Assistance Program (CTRTP) highlighting the recent Spring Conference and Statewide Transit rodeo.

CRCOG Transportation Committee Meeting - April 2026

Director McNamara provided an overview of the activities of the CRCOG Transportation Committee:

- CTDOT’s 2055 Long-Range Transportation Plan is available for public comment. Information can be found at <https://portal.ct.gov/LongRangeTransportation>.
- Safe Streets and Roads for All Grant Applications are due May 26.

6. Report from the Executive Director

Consideration of Adoption of Resolution No. GHTD-26-FTA-1, Authorizing the Filing and Acceptance of Federal Grants

Mr. Holcomb provided a brief overview of the required authorizations. He noted that these are annual authorizations which provide staff with the authority to enter into contractual agreements, secure grant funding, and execute the FTA required certifications and assurances.

Director Mooney Moved to Adopt Resolution No. GHTD-27-FTA-1, Authorizing the Filing and Acceptance of Federal Grants, which was seconded by Director Mitchell and was unanimously approved without modification by a vote of 27.48 yea, 0.00 nay, and 0.00 abstention.

Director Desai left the meeting.

Consideration of Adoption of Resolution No. GHTD-27-STATE-1, Authorizing the Filing and Acceptance of State Grants

Director Fitzgerald Moved to Adopt Resolution No. GHTD-27-STATE-1, Authorizing the Filing and Acceptance of State Grants, which was seconded by Director Mooney and was unanimously approved without modification by a vote of 27.48 yea, 0.00 nay, and 0.00 abstention.

Mr. Holcomb also provided updates on the following projects.

- Signage and Wayfinding Project at 60% Design Review
- Congressionally Directed Spending (CDS) Application
- Website Redesign – Grant in Place, Scope Under Review
- Architectural and Engineering Services Proposals Under Review

7. Report from the Chairman

Election of Officers

The Chairman asked the Executive Director to provide an overview of the activities of the Nominating Committee and present the Committee’s proposed slate of officers:

Position	Proposed	Date First (Elected/Appointed)
Chairman	James McCavanagh	May 15, 2025
Vice-Chairman	Paul McNamara	May 15, 2025
Secretary	Sita Nyame	March 19, 2024
Asst. Secretary	Fred Tanguay	N/A
Treasurer	David Giordano	June 24, 2021
Asst. Treasurer	Kevin G. Mooney	September 9, 2021

Director Nelson Moved to Approve the Slate of Officers as Presented, which was seconded by Director Mooney and was unanimously approved without modification by a vote of 27.48 yea, 0.00 nay, and 0.00 abstention.

8. Any Other Business Properly Brought Before the Board

Chairman McCavanagh asked if there was any other business to be brought before the Board. There was no new business.

9. Adjournment

Chairman McCavanagh asked for a motion to adjourn which was made by Director Fitzgerald, seconded by Director McNamara, and was unanimously approved. The time was 8:13 pm.

Respectfully submitted,

DRAFT

Douglas Holcomb for

Sita Nyame
Assistant Secretary
May 15, 2026

Draft Posted May 18, 2026