



## TRANSIT COMMISSION MEETING MINUTES

MONDAY, MARCH 25, 2024 AT 5:00 PM

WATERTOWN MUNICIPAL BUILDING, 106 JONES STREET, ROOM 0041

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The Transit Commission met on the above date and time in person and virtually with the following members present: Michelle Bainbridge, Laurie Grosenick, Tom Hahn, David Applegarth. Absent was Ald. Schmid. Also in attendance were City Clerk Megan Dunneisen, and Amanda Running with Passenger Transit.

1. **CALL TO ORDER** – Tom Hahn called the meeting to order at 5:03pm
2. **REVIEW & APPROVE MINUTES**
  - A. Grosenick made a motion to approve the Transit minutes from November 27, 2023, seconded by Bainbridge and carried by unanimous voice vote.
3. **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT** - None
4. **REVIEW RIDERSHIP / FINANCIAL STATISTICS**
  - A. Taxi Stats were presented
5. **BUSINESS:**
  - A. Dunneisen introduced new commission member, David Applegarth. Applegarth gave background about himself and welcomed by the commission.
  - B. Grosenick made a nomination to appoint Tom Hahn as Chairperson for the Commission, nomination was seconded by Bainbridge and carried by unanimous voice vote.
  - C. Dunneisen gave a status report on taxi procurements – vehicles have been delivered and are currently in the works of finalizing paperwork and getting lettered.
  - D. The new lease with Passenger Transit to include the two new minivans was presented to the commission.
6. **REVIEW CITIZEN COMMUNICATIONS AND REPORTS**
  - A. Quarterly Driver Report - No Report
  - B. Quarterly Vehicle Maintenance Report was presented.
  - C. Complaint Log – did not have any new complaints.
7. **SET NEXT MEETING DATE** – Next meeting date was set for May 20, 2024, at 5pm.
8. **ADJOURNMENT** - Grosenick made a motion to adjourn the meeting at 5:14pm, seconded by Hahn and carried by unanimous voice vote.

Respectfully submitted,  
Megan Dunneisen, City Clerk

DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved.  
Complete minutes are open for public inspection in the office of the Finance Department.