



**AGENDA**  
**Green Mountain Transit Board of Commissioners**  
**September 18<sup>th</sup> 2018, 8:30 a.m.**  
**State House Room 10, Montpelier VT 05601**

---

*The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit oriented development, and enhance the quality of life for all.*

---

- 8:30 a.m. 1. Open Meeting
- 8:31 a.m. 2. Adjustment of the Agenda
- 8:34 a.m. 3. Public Comment
- 8:40 a.m. 4. Consent Agenda\*
- July 17<sup>th</sup>, 2018 Board Meeting Minutes (Pages 3-6)
  - Check Register (Pages 7-15)
  - Finance/Grants/Capital Projects Report (Pages 16-23)
  - ADA and Broker Services Report (Page 24-26)
  - Maintenance Report (Page 27)
  - Operations Report (Page 28)
  - Planning Report (Pages 29-31)
  - Marketing and Public Affairs Report (Page 32)
  - IT Support, Administrative Support, Training and HR Report (Pages 33)
- 8:45 a.m. 5. Board Priorities/Strategic Goals Update
- 9:15 a.m. 6. Implementation of NextGen (Page 34)
- 9:25 a.m. 7. Financial Update

9:40 a.m. 8. GM & Committee reports

- *General Manager Update*
- *Finance Committee: Next scheduled meeting is October 9<sup>th</sup> @ 8 am.*
- *Leadership Committee: Next scheduled meeting is October 8<sup>th</sup> @ 10:30 am.*
- *Operations Committee: Next scheduled meeting is October 8<sup>th</sup>, @ 9:30 am.*
- *Strategy Committee: Next scheduled meeting is October 8<sup>th</sup> @ 8:30 am.*
- *Commissioner Comments and Announcements*

10:00 a.m. 9. Appreciative Inquiry Exercise Part 1

12:00 a.m. 10. Walk to the MTC site

12:30 p.m. 11. Lunch/Email instruction and questions

1:30 p.m. 12. Appreciative Inquiry Exercise Part 2

3:30 p.m. 13. Adjourn

Next GMT Board Meeting date: October 16<sup>th</sup>, 2018 @ 8:30 am.

NOTES:

- \* Indicates an action agenda item.
- Persons with disabilities who require assistance or special arrangements to participate in programs or activities are encouraged to contact Matt Young at 802-540-2536 at least 48 hours in advance so that proper arrangements can be made. Hearing disabled patrons can contact GMT through the Vermont Relay Service (711).
- Free transportation to and from GMT Board Meetings is available within the GMT service area. To make advance arrangements, please call GMT's Customer Service Representatives at 802-540-2536.
- Municipal Clerks: Please post this public meeting notice pursuant to Act 78 of the Acts of the 1979 Vermont Legislature. Thank you.



## GMT Board Minutes

Date: June 19, 2018

Time: 7:30 AM

Place: GMT Board Room  
15 Industrial Parkway  
Burlington, VT 05401

### **Present:**

Tom Chittenden, Chair, South Burlington  
Bonnie Waninger, Vice Chair, Washington County – (via phone)  
Denis Barton, Secretary Shelburne  
Paul Bohne, Treasurer, Essex  
Chapin Kaynor, Commissioner, Williston  
Katherine Miles, Commissioner, Burlington  
Bob Buermann, Commissioner, Grand Isle County  
Chapin Spencer, Commissioner, Burlington (via phone)  
John Sharrow, Commissioner, Milton  
Ray Coffey, Alternate Commissioner, Winooski  
Catherine Dimitruk, Commissioner, Franklin County – (via phone)  
Robert Moore, Commissioner, Lamoille County (via phone)

Mark A. Sousa, General Manager  
Bob Young, Director of Operations  
Michelle Daley, Director of Finance and Grants  
Jordan Posner- ADA coordinator  
Jamie Smith, Marketing and Public Affairs Manager  
Kimberly Wall, Grants Manager  
Matt Kimball, Capital Projects Manager  
Rachel Kennedy, Senior Transit Planner  
Matthew Young, Administrative Support Specialist  
Paul Leclair, Bus Operator

### **Members of the Public:**

Amy Brewer, Alternate Commissioner, Williston  
Tom Coogan, RouteMatch  
Nate Clark, RouteMatch

### **Not Present:**

Ebony Nyoni, Commissioner Winooski  
Phil Pouech, Commissioner, Hinesburg

#### **1. Open Meeting-**

Chair Chittenden opened the meeting at 7:32 AM. A quorum of the Board was present.

#### **2. Adjustment to the Agenda-**

There were no adjustments to the agenda.

### **3. Public Comment-**

There were no public comments

### **4. Consent Agenda –**

Past Chair Kaynor made a motion to approve the consent agenda excluding the ridership report and Commissioner Buermann seconded the motion. All were in favor and the consent agenda was approved excluding the ridership report.

### **Ridership Report –**

Past Chair Kaynor noted that ridership was slightly below the curve from last year. Director of Maintenance Jon Moore explained that ridership is still being tracked with pen and paper in the rural areas. The commuter routes have switched from pen and paper tracking on July 1 2018 to GFI ridership tracking. Past Chair Kaynor made a motion to approve the ridership report and Commissioner Bohne seconded the motion. All were in favor and the ridership report was approved as presented.

### **5. Board & Staff Recognition-**

Chair Chittenden presented Past Chair Kaynor with a plaque commemorating his service as GMT Board Chair.

General Manager Mark Sousa presented Paul Leclair with a board resolution honoring his 25 years of service at GMT.

Commissioner Barton entered the meeting at 7:42 am

### **6. 1 Industrial Parkway Contract Award\*-**

Capital Projects Manager Matthew Kimball reviewed the information pertaining to the 1 Industrial Parkway Contract that was distributed to the Board. The 1 Industrial contract includes a driveway connection ramp to connect 15 Industrial and 1 Industrial, repaving of the 11 Industrial front apron and parking lot, rear parking lot repaving, and add exterior lighting to parking area. GMT Issued an IFB in May 2018 with a due date of July 11, 2018. There were 3 bids. Don Weston Excavating was the lowest bid. Mr. Kimball requested a motion to approve the contract to Don Weston Excavating not to exceed \$384000, for the total project.

A motion to approve the 1 Industrial Parkway Contract Award not to exceed \$384,000 to Don Weston Excavating was made by Past Chair Kaynor and Commissioner Sharrow seconded the motion. All were in favor; the motion was approved.

### **7. FTA Triennial Report -**

Mr. Sousa informed The Board that GMT had an FTA Triennial review with onsite auditors on July 12 and 13. The auditors reviewed 23 different sections during the Triennial. This started in December of 2017 with GMT sending the requested documentation to the auditors. The focus was on policy and procedures. GMT will have the report within 30 days and will have until the end of 2018 to correct any issues that arise.

#### **8. September Board Retreat-**

Mr. Sousa informed the Board that the Annual Board Retreat will be September 18<sup>th</sup> 2018. The retreat will be at the Vermont State House in Montpelier VT. Mr. Sousa asked The Board for suggestions on what they would like to see on the agenda. There was discussion on the agenda and Mr. Sousa informed the board he will send a final draft to The Board next month.

#### **9. Employee Wellness Program –**

Mr. Sousa informed The Board that GMT is creating an employee wellness program that will be managed by Public affairs and Marketing Coordinator Jamie Smith.

Mrs. Smith informed the board that the first wellness committee will meet in August 2018. One of the first projects will be to start a bike share program for employees.

#### **10. GM & Committee Reports –**

##### General Manager Report

A. Mr. Sousa informed the Board that RouteMatch (RM) has fixed 3 of the 6 issues remaining.

RM Senior VP Tom Coogan informed The Board that the remaining issues are on track to be fixed by August of 2018.

##### Finance Committee Report

Finance Committee did not meet in July 2018

##### Leadership Committee Report

Chair Chittenden informed The Board that he will present the survey results to The Board at the September Board Retreat because not all Commissioners have finished the survey.

Chair Chittenden informed the Board that there was no objection to not holding Committee meetings or a Board Meeting in the Month of August, there will be no meetings in August.

##### Operations Committee Report

Operations Committee did not meet in July

##### Strategy Committee Report

Strategy Committee did not meet in July

##### Commissioner Comments and Announcements –

Vice Chair Chittenden informed the Board that June is also the month that Sub Committee assignments are assessed and rearranged if possible.



## **11. Rural Operators Contract Negotiations-**

Commissioner Buermann made a motion to enter Executive Session to discuss the Rural Contract involving wages due to potential for outside influence and the motion was seconded by Secretary Barton. All were in favor and the motion was approved to enter Executive Session.

A motion to enter Executive Session with the inclusion of Mr. Sousa and Ms. Daley, Ms. Redalieu and Alternate Commissioner Brewer was made by Commissioner Buermann, the motion was seconded by Secretary Barton. All were in favor and the Board entered Executive Session at 8:26 am. No action was taken.

Commissioner Sharrow moved to exit Executive Session, the motion was seconded by Commissioner Miles. All were in favor and the Board exited Executive Session at 9:16 am.

A motion to approve the Rural Operators Contract as negotiated and presented was made by Commissioner Sharrow, the motion was seconded by Commissioner Miles. 11 in favor 1 abstention, motion approved.

## **12. Adjourn -**

Commissioner Bohne made a motion to adjourn, Commissioner Sharrow seconded the motion to adjourn. All were in favor, the meeting adjourned at 9:25 am.

Respectfully Submitted,

---

Denis Barton, Secretary

Document Date	Vendor ID	Vendor Name	Document Number	Document Amount	
7/26/2018	V581	Costco	85732	\$ 179.93	
7/27/2018	v1467	Charles Schwab	V1467 2018 0727	\$ 87,712.22	Employer Match
7/30/2018	V265	ICMA	V265 2018 0730	\$ 2,095.29	Retirement
7/30/2018	V266	IRS - EFTPS	V266 2018 0730	\$ 88,880.00	Federal Payroll Taxes
7/30/2018	V364	Vermont Dept of Taxes	V364 2018 0730	\$ 11,171.63	State Payroll Taxes
8/1/2018	V1446	M T Wallets, LLC	EFT000000013439	\$ 2,700.00	Lease
8/3/2018	V1423	Alling, Andrew	85741	\$ 31.62	
8/3/2018	V1025	Alter, Charles	85742	\$ 138.44	Volunteer
8/3/2018	V1480	Andrews-Ford, Sheri	85743	\$ 186.98	Volunteer
8/3/2018	V156	Anthony, Peter	85744	\$ 944.58	Volunteer
8/3/2018	V1601	Antillon, Jill	85745	\$ 63.24	
8/3/2018	V1625	Bousquet, Jeanne	85746	\$ 45.78	
8/3/2018	V1482	Cady, Duane	85747	\$ 167.34	Volunteer
8/3/2018	V471	Constantine, Julia	85748	\$ 269.84	Volunteer
8/3/2018	V629	Delano, Paula	85749	\$ 21.80	
8/3/2018	V1647	Dunster, Morgan	85750	\$ 286.14	Volunteer
8/3/2018	V1573	Fairbanks, Dori	85751	\$ 217.49	Volunteer
8/3/2018	V1084	Fisher, Allan	85752	\$ 69.77	
8/3/2018	V203	Ladd, Joyce	85753	\$ 115.02	Volunteer
8/3/2018	V209	Pelkey, Linda	85754	\$ 35.98	
8/3/2018	V1648	Pepin, Roland	85755	\$ 27.81	
8/3/2018	V1478	Starbuck, Pammella	85756	\$ 10.36	
8/3/2018	V1592	Stiles, Janet	85757	\$ 39.24	
8/3/2018	V881	Wakefield, Richard	85758	\$ 31.07	
8/3/2018	V1595	Waller, Marlys	85759	\$ 172.79	Volunteer
8/3/2018	V1549	Ware, Michael	85760	\$ 104.11	Volunteer
8/3/2018	V922	Waring, Russel	85761	\$ 47.42	
8/3/2018	V944	Woodward, Patricia	85762	\$ 443.70	Volunteer
8/3/2018	V1535	Allen, Michael D.	85763	\$ 100.00	Shoe Reimbursement
8/3/2018	V1487	Chamberlin, Justin	85764	\$ 192.32	Dcap Reimbursement
8/3/2018	V1639	Gratton, Yancey	85765	\$ 100.00	FSA Reimbursement
8/3/2018	V116	Greenwood, Gregory	85766	\$ 181.00	FSA Reimbursement
8/3/2018	V1413	Holm, Cody	85767	\$ 1,100.00	Tool Allowance
8/3/2018	V129	Lawrence, Richard	85768	\$ 93.48	
8/3/2018	V131	Luhrs, Terry	85769	\$ 100.00	Shoe Reimbursement
8/3/2018	V1547	Mohamud, Adan	85770	\$ 1,100.00	Tool Allowance
8/3/2018	V127	Omanovic, Nezim	85771	\$ 100.00	Shoe Reimbursement
8/3/2018	V1365	Robinson, John	85772	\$ 166.30	Parking and Meal Reimbursment
8/3/2018	V147	Sumner, Mary	85773	\$ 89.95	
8/3/2018	V1541	Young, Robert	85774	\$ 76.30	
8/3/2018	V1593	Zebic, Branko	85775	\$ 28.00	
8/3/2018	V279	ABC Bus Companies-Muncie	85776	\$ 4,070.69	6 Part Invoices
8/3/2018	V415	Amazon	85777	\$ 3,813.47	13 Supply and IT Equipment Invoices
8/3/2018	V1649	American Cooling Tech	85778	\$ 602.13	
8/3/2018	V872	Bellwether Craftsmen, LLC	85779	\$ 300.00	
8/3/2018	V225	Burlington Electric Department	85780	\$ 7,882.94	2 Electric Bills
8/3/2018	V229	Camerota Truck Parts	85781	\$ 167.38	
8/3/2018	V1369	Capitol City Auto Mart Inc dba	85782	\$ 2,907.89	1 Repair Invoice
8/3/2018	V851	Champlain Medical	85783	\$ 300.00	
8/3/2018	V235	Clark's Truck Center	85784	\$ 1,582.99	5 Part Invoices
8/3/2018	V220	Class C Solutions Group	85785	\$ 1,200.95	2 Part Invoices
8/3/2018	V600	Cody Chevrolet	85786	\$ 2,380.18	9 Part Invoices
8/3/2018	V239	Cummins Northeast LLC	85787	\$ 76.80	
8/3/2018	V1246	Da Capo Publishing dba Kids VT	85788	\$ 1,300.00	Marketing Invoice
8/3/2018	V245	DRIVE	85789	\$ 42.00	
8/3/2018	V246	Duffy Waste & Recycling	85790	\$ 57.52	
8/3/2018	V713	Euclid Products Co., Inc.	85791	\$ 21,719.00	New Fareboxes for Berlin

8/3/2018	V250	Fisher Auto Parts	85792	\$	1,441.39	17 Part Invoices
8/3/2018	V252	FleetPride, Inc	85793	\$	3,700.79	10 Part Invoices
8/3/2018	V1347	Foley Distributing Corp.	85794	\$	196.90	
8/3/2018	V394	Formula Ford Inc.	85795	\$	420.05	
8/3/2018	V362	Gannett Vermont Publishing Inc	85796	\$	124.50	
8/3/2018	V256	Genfare	85797	\$	3,020.25	2 Fare box Part Invoices
8/3/2018	V257	Gillig Corp.	85798	\$	3,580.37	4 Part Invoice
8/3/2018	V259	Grainger	85799	\$	593.97	
8/3/2018	V260	Green Mountain Kenworth, Inc.	85800	\$	3,468.49	3 Part Invoices
8/3/2018	V261	Green Mountain Power	85801	\$	165.03	
8/3/2018	V328	Kirk's Automotive Inc.	85802	\$	95.00	
8/3/2018	V1509	Lawson Products, Inc	85803	\$	1,083.32	5 Part Invoices
8/3/2018	V702	Lincoln National Life Insurance Company, The	85804	\$	12,823.23	Insurance
8/3/2018	V268	Loomis	85805	\$	208.92	
8/3/2018	V1455	Mag & Sons Clothing	85806	\$	11,132.55	Drivers Uniforms
8/3/2018	V273	MCI	85807	\$	18.18	
8/3/2018	V1068	Midwest Bus Corporation	85808	\$	2,467.22	Part Invoice
8/3/2018	V1646	Milton, Town of	85809	\$	2,485.00	Concrete for Bus Shelter
8/3/2018	V283	Neopart LLC	85810	\$	2,216.95	2 Part Invoices
8/3/2018	V996	New England Air Systems	85811	\$	8,623.21	AC Repair Berlin, Replaced Hvac Unit in Burlington
8/3/2018	V1576	New England Auto Glass LLC	85812	\$	80.00	
8/3/2018	V284	New G.H. Berlin Oil Company	85813	\$	3,969.66	2 Part Invoices
8/3/2018	V1645	Norris, Inc.	85814	\$	75,416.40	New Security
8/3/2018	V223	O'Reilly Auto Enterprises, LLC	85815	\$	965.33	
8/3/2018	V534	Omega Electric	85816	\$	428.90	
8/3/2018	V294	RHR Smith & Company	85817	\$	3,500.00	Auditor Invoice
8/3/2018	V296	Rouse Tire Sales	85818	\$	5,304.27	6 Tire Invoices
8/3/2018	V299	SB Collins, Inc.	85819	\$	34,138.14	Fuel
8/3/2018	V686	Shearer Chevrolet	85820	\$	714.05	
8/3/2018	V1303	Small Engine Co., The	85821	\$	115.70	
8/3/2018	V301	Sovernet	85822	\$	1,062.03	IT Invoice
8/3/2018	V302	Sports & Fitness Edge Inc.	85823	\$	990.75	
8/3/2018	V1644	Thayer Brook Tools, LLC	85824	\$	401.95	
8/3/2018	V1030	UniFirst Corporation	85825	\$	2,023.75	15 Uniform Rag and Rug Invoices
8/3/2018	V314	Unum Life Insurance	85826	\$	353.88	
8/3/2018	V334	Vanasse Hangen Brustlin, Inc.	85827	\$	5,462.39	Professional Fee For DTC
8/3/2018	V535	VAS Tools, LLC	85828	\$	23.80	
8/3/2018	V391	Verizon Wireless	85829	\$	920.23	
8/3/2018	V335	Vermont Department of Labor	85830	\$	99.00	
8/3/2018	V468	Vermont Department of Motor Vehicles	85831	\$	198.00	
8/3/2018	V1466	Vermont Electrical Contracting LLC	85832	\$	9,862.50	8 Replacement Heaters DTC
8/3/2018	V604	Vermont Fire Extinguisher	85833	\$	564.90	
8/3/2018	V410	Vermont Gas Systems, Inc.	85834	\$	334.67	
8/3/2018	V1564	Vt Back & Body Care dba VT CDL Exams	85835	\$	110.00	
8/3/2018	V395	Williston Publishing & Promotions	85836	\$	495.00	
8/3/2018	V424	Yawkey Family Inn	85837	\$	240.00	
8/3/2018	V1080	Young, Michael	85838	\$	121.76	
8/3/2018	V414	Seon Systems Sales Inc.	85839	\$	19,817.00	License Renewal And software Upgrade
8/3/2018	V153	Alburgh Taxi	EFT000000013440	\$	2,060.60	Volunteer
8/3/2018	V55	Boudreau, James	EFT000000013441	\$	782.21	Volunteer
8/3/2018	V1007	Bova, Wendy	EFT000000013442	\$	734.79	Volunteer
8/3/2018	V1150	Bruley SR, Mark	EFT000000013443	\$	830.14	Volunteer
8/3/2018	V548	Burnor, David	EFT000000013444	\$	312.85	Volunteer
8/3/2018	V1291	Callan, Linda	EFT000000013445	\$	80.71	
8/3/2018	V60	Farr, Delores	EFT000000013446	\$	322.67	Volunteer
8/3/2018	V1586	Gross, Robert	EFT000000013447	\$	493.29	Volunteer
8/3/2018	V1117	Hall, John	EFT000000013448	\$	585.47	Volunteer
8/3/2018	V170	Hertz, Kenneth	EFT000000013449	\$	462.23	Volunteer



8/3/2018	V67	Jewett, Sheryl	EFT000000013450	\$	194.06	Volunteer
8/3/2018	V174	Langlois, Paulette	EFT000000013451	\$	1,707.61	Volunteer
8/3/2018	V1420	Lawyer, Ronald	EFT000000013452	\$	479.15	Volunteer
8/3/2018	V70	LeClair, Raymond	EFT000000013453	\$	461.70	Volunteer
8/3/2018	V71	Lightholder, Stephen	EFT000000013454	\$	116.65	Volunteer
8/3/2018	V74	Markham, Laurel	EFT000000013455	\$	497.10	Volunteer
8/3/2018	V75	Martin, Ronald	EFT000000013456	\$	827.36	Volunteer
8/3/2018	V1635	McCartney, Misty	EFT000000013457	\$	409.36	Volunteer
8/3/2018	V1397	McGinnis, Devan	EFT000000013458	\$	399.54	Volunteer
8/3/2018	V1440	Menard, Leighanne	EFT000000013459	\$	159.16	Volunteer
8/3/2018	V1018	Metivier, Shelli	EFT000000013460	\$	719.40	Volunteer
8/3/2018	V1570	Murphy Sandra	EFT000000013461	\$	346.66	Volunteer
8/3/2018	V82	Parah, Donna	EFT000000013462	\$	605.01	Volunteer
8/3/2018	V83	Parah, Maurice	EFT000000013463	\$	911.35	Volunteer
8/3/2018	V86	Pike, Gail	EFT000000013464	\$	856.29	Volunteer
8/3/2018	V771	Sammons, Chandra	EFT000000013465	\$	579.94	Volunteer
8/3/2018	V89	Sayers, Gail	EFT000000013466	\$	910.27	Volunteer
8/3/2018	V1236	Sayers, James	EFT000000013467	\$	423.03	Volunteer
8/3/2018	V93	Timm, Marta	EFT000000013468	\$	832.86	Volunteer
8/3/2018	V522	Turcotte, S Jeanette	EFT000000013469	\$	2.18	
8/3/2018	V1623	Wells, Roy	EFT000000013470	\$	202.77	Volunteer
8/3/2018	V1182	Charissakis, John	EFT000000013471	\$	15.00	
8/3/2018	V42	Duma, William	EFT000000013472	\$	100.00	Shoe Reimbursement
8/3/2018	V25	Frechette, Normand	EFT000000013473	\$	484.77	FSA Reimbursement
8/3/2018	V61	Gaudette, Timothy	EFT000000013474	\$	107.15	FSA Reimbursement
8/3/2018	V29	Hirsch, Alain	EFT000000013475	\$	165.00	FSA Reimbursement
8/3/2018	V36	McLaughlin, Timothy	EFT000000013476	\$	99.95	
8/3/2018	V38	Moore, Jon	EFT000000013477	\$	454.24	Dcap and FSA Reimbursement
8/3/2018	V17	Smith, Jamie L	EFT000000013478	\$	192.30	Dcap Reimbursement
8/3/2018	V303	SSTA	EFT000000013479	\$	88,576.60	ADA
7/27/2018	V1467	Charles Schwab	V1467 2018 0727	\$	17,011.53	Retirement
8/6/2018	V266	IRS - EFTPS	V266 2018 0806	\$	3,297.84	Federal Payroll Taxes
8/6/2018	V364	Vermont Dept of Taxes	V364 2018 0806	\$	451.87	
8/10/2018	V279	ABC Bus Companies-Muncie	85840	\$	1,864.02	6 Part Invoices
8/10/2018	V742	AHC Corp	85841	\$	1,976.00	Part Invoice
8/10/2018	V1305	Allegiant Care	85842	\$	204,280.25	Insurance
8/10/2018	V332	Alliance Bus Group Inc	85843	\$	1,243.18	Part Invoice
8/10/2018	V214	AT&T Mobility	85844	\$	74.43	
8/10/2018	V399	Axle Tech International	85845	\$	1,397.90	Part Invoice
8/10/2018	V1641	Babiskin, William A	85846	\$	1,213.40	Abitration
8/10/2018	V1334	Background Investigation Bureau, LLC	85847	\$	138.00	
8/10/2018	V248	Bay State Elevator Company	85848	\$	464.54	
8/10/2018	V225	Burlington Electric Department	85849	\$	684.36	
8/10/2018	V226	Burlington Public Works-Water	85850	\$	1,914.94	4 Water Invoices
8/10/2018	V229	Camerota Truck Parts	85851	\$	9,392.00	Transmission
8/10/2018	V235	Clark's Truck Center	85852	\$	17,480.58	6 Part Invoices and 1 Engine Invoice
8/10/2018	V220	Class C Solutions Group	85853	\$	2,626.13	5 Part Invoices
8/10/2018	V374	Clear Choice Auto Glass, A	85854	\$	240.00	
8/10/2018	V600	Cody Chevrolet	85855	\$	955.50	
8/10/2018	V1612	Control Technologies, Inc.	85856	\$	168.00	
8/10/2018	V928	Conway Office Solutions	85857	\$	147.12	
8/10/2018	V238	Crystal Rock Bottled Water	85858	\$	209.99	
8/10/2018	V239	Cummins Northeast LLC	85859	\$	274.96	
8/10/2018	V240	D & M Fire and Safety Equipment	85860	\$	1,535.25	Annual Fire Extinguisher Inspection
8/10/2018	V417	Dion Security, Inc.	85861	\$	22.40	
8/10/2018	V320	EM Cahill Company, Inc.	85862	\$	310.68	
8/10/2018	V250	Fisher Auto Parts	85863	\$	2,280.83	17 Part Invoices
8/10/2018	V1347	Foley Distributing Corp.	85864	\$	207.87	

8/10/2018	V394	Formula Ford Inc.	85865	\$	747.65	
8/10/2018	V799	Gauthier Trucking Company, Inc.	85866	\$	325.20	
8/10/2018	V257	Gillig Corp.	85867	\$	2,822.11	4 Part Invoices
8/10/2018	V259	Grainger	85868	\$	704.85	
8/10/2018	V1506	Great Eastern Radio	85869	\$	985.50	
8/10/2018	V260	Green Mountain Kenworth, Inc.	85870	\$	319.13	
8/10/2018	V261	Green Mountain Power	85871	\$	22.34	
8/10/2018	V1204	Interstate Batteries	85872	\$	258.21	
8/10/2018	V1509	Lawson Products, Inc	85873	\$	723.65	
8/10/2018	V473	Limoge & Sons Garage Doors, Inc.	85874	\$	104.00	
8/10/2018	V270	Lowe's	85875	\$	52.17	
8/10/2018	V1068	Midwest Bus Corporation	85876	\$	237.48	
8/10/2018	V278	Mohawk Mfg. & Supply Co.	85877	\$	58.36	
8/10/2018	V280	Mutual of Omaha Insurance Co.	85878	\$	98.17	
8/10/2018	V792	Myers Container Service Corp.	85879	\$	151.84	
8/10/2018	V283	Neopart LLC	85880	\$	12.96	
8/10/2018	V284	New G.H. Berlin Oil Company	85881	\$	1,257.85	2 Part Invoices
8/10/2018	V863	P & P Septic Service, Inc	85882	\$	907.50	
8/10/2018	V1484	Parsons Environment & Infrastructure Group Inc.	85883	\$	15.47	
8/10/2018	V291	Prevost Parts	85884	\$	129.50	
8/10/2018	V1444	Print Factory, The	85885	\$	132.00	
8/10/2018	V296	Rouse Tire Sales	85886	\$	2,277.38	4 Tire Invoices
8/10/2018	V297	Safety-Kleen Systems, Inc.	85887	\$	727.95	
8/10/2018	V299	SB Collins, Inc.	85888	\$	6,411.18	Fuel
8/10/2018	V158	Thomas Stacy	85889	\$	1,150.00	4 Towing Invoices
8/10/2018	V1030	UniFirst Corporation	85890	\$	767.95	
8/10/2018	V535	VAS Tools, LLC	85891	\$	109.00	
8/10/2018	V876	Vehicle Maintenance Program, Inc.	85892	\$	146.97	
8/10/2018	V391	Verizon Wireless	85893	\$	1,017.25	SSTA It Invoice
8/10/2018	V410	Vermont Gas Systems, Inc.	85894	\$	69.80	
8/10/2018	V1459	Vermont Information Consortium LLC	85895	\$	348.00	
8/10/2018	V385	Vermont Offender Work Program	85896	\$	20.00	
8/10/2018	V892	VOX AM/FM, LLC	85897	\$	450.00	
8/10/2018	V336	W.B Mason Co., Inc.	85898	\$	153.12	
8/10/2018	V433	Workplace Solutions, Inc.	85899	\$	1,450.00	Employee Assistance Program Invoice
8/10/2018	V303	SSTA	EFT00000013480	\$	45,174.75	E and D
8/13/2018	V1467	Charles Schwab	V1467 2018 0813	\$	16,575.17	Retirement
8/13/2018	V265	ICMA	V265 2018 0813	\$	1,440.98	Retirement
8/13/2018	V266	IRS - EFTPS	V266 2018 0813	\$	99,469.76	Federal Payroll Taxes
8/13/2018	V364	Vermont Dept of Taxes	V364 2018 0813	\$	13,560.75	State Payroll Taxes
8/17/2018	V1423	Alling, Andrew	85901	\$	27.80	
8/17/2018	V1025	Alter, Charles	85902	\$	101.40	Volunteer
8/17/2018	V1480	Andrews-Ford, Sheri	85903	\$	112.29	Volunteer
8/17/2018	V156	Anthony, Peter	85904	\$	650.78	Volunteer
8/17/2018	V1099	Barnett, Wendy	85905	\$	221.76	Volunteer
8/17/2018	V1135	Blanchard, Thomas	85906	\$	10.90	
8/17/2018	V1625	Bousquet, Jeanne	85907	\$	21.80	
8/17/2018	V1482	Cady, Duane	85908	\$	128.65	Volunteer
8/17/2018	V471	Constantine, Julia	85909	\$	325.41	Volunteer
8/17/2018	V1277	Dixon-Boles, Jade	85910	\$	64.32	
8/17/2018	V1573	Fairbanks, Dori	85911	\$	243.67	Volunteer
8/17/2018	V1084	Fisher, Allan	85912	\$	76.86	
8/17/2018	V1516	Gagnon, Chaz	85913	\$	256.68	Volunteer
8/17/2018	V432	Jamieson, Mahlon Richard	85914	\$	39.79	
8/17/2018	V203	Ladd, Joyce	85915	\$	90.49	
8/17/2018	V205	LeBlanc, Alice	85916	\$	19.62	
8/17/2018	V181	Owen, Helen	85917	\$	22.89	
8/17/2018	V1138	Pease, Charles	85918	\$	205.92	Volunteer

8/17/2018	V1496	Rainville, Jamie	85919	\$	148.13	Volunteer
8/17/2018	V1650	Rucki, Donald	85920	\$	60.53	
8/17/2018	V1611	Russin, Tina	85921	\$	65.16	
8/17/2018	V165	Sanborn, Raeline	85922	\$	108.00	Volunteer
8/17/2018	V1478	Starbuck, Pammella	85923	\$	15.26	
8/17/2018	V1614	Vermont Ride Network, Inc.	85924	\$	3,748.75	Volunteer
8/17/2018	V881	Wakefield, Richard	85925	\$	139.54	Volunteer
8/17/2018	V1595	Waller, Marlys	85926	\$	165.70	Volunteer
8/17/2018	V1549	Ware, Michael	85927	\$	76.85	
8/17/2018	V962	Williams, Kenneth	85928	\$	95.76	
8/17/2018	V944	Woodward, Patricia	85929	\$	559.24	Volunteer
8/17/2018	V217	Airgas USA, LLC	85930	\$	271.75	
8/17/2018	V1483	Alliance Mechanical Inc.	85931	\$	302.50	
8/17/2018	V384	American General Life Insurance Company	85932	\$	675.00	
8/17/2018	V227	Burlington Telecom	85933	\$	2,094.04	IT Invoice
8/17/2018	V228	C.I.D.E.R., Inc.	85934	\$	26,290.50	E & D Invoices
8/17/2018	V1369	Capitol City Auto Mart Inc dba	85935	\$	4,486.82	5 Part Invoices
8/17/2018	V1487	Chamberlin, Justin	85936	\$	192.32	DCAP reimbursement
8/17/2018	V293	Charlebois, R.R Inc.	85937	\$	400.00	
8/17/2018	V1357	CleanPro, Inc	85938	\$	599.46	
8/17/2018	V1240	ClearChoiceMD	85939	\$	285.00	
8/17/2018	V600	Cody Chevrolet	85940	\$	2,149.53	5 Part Invoices
8/17/2018	V928	Conway Office Solutions	85941	\$	1,806.60	Copies Maintenance Contract
8/17/2018	V239	Cummins Northeast LLC	85942	\$	4,670.85	4 Part Invoices
8/17/2018	V242	Danform Shoes	85943	\$	188.95	
8/17/2018	V421	Dossier Systems (was Arsenault)	85944	\$	391.48	
8/17/2018	V250	Fisher Auto Parts	85945	\$	1,529.35	14 Part Invoices
8/17/2018	V252	FleetPride, Inc	85946	\$	578.72	
8/17/2018	V253	FleetWave Partners, LLP	85947	\$	6,248.16	4 Radio Repeater Invoices
8/17/2018	V1347	Foley Distributing Corp.	85948	\$	958.69	
8/17/2018	V362	Gannett Vermont Publishing Inc	85949	\$	28.00	
8/17/2018	V257	Gillig Corp.	85950	\$	7,498.65	9 Part Invoices
8/17/2018	V258	Gordon Stamp & Engraving	85951	\$	80.30	
8/17/2018	V260	Green Mountain Kenworth, Inc.	85952	\$	3,646.54	3 Part Invoices
8/17/2018	V326	J&B International Trucks, Inc.	85953	\$	201.69	
8/17/2018	V446	JaneK Corporation, The	85954	\$	805.00	
8/17/2018	V1509	Lawson Products, Inc	85955	\$	64.80	
8/17/2018	V473	Limoge & Sons Garage Doors, Inc.	85956	\$	139.00	
8/17/2018	V1162	Lowell Mcleods Inc.	85957	\$	87.00	
8/17/2018	V436	Mabee, Jonathan	85958	\$	34.97	
8/17/2018	V275	McNeil Leddy & Sheahan	85959	\$	6,262.40	Legal Invoices
8/17/2018	V1045	Mead, Christopher	85960	\$	64.98	
8/17/2018	V278	Mohawk Mfg. & Supply Co.	85961	\$	772.48	
8/17/2018	V284	New G.H. Berlin Oil Company	85962	\$	2,919.61	3 Part Invoices
8/17/2018	V223	O'Reilly Auto Enterprises, LLC	85963	\$	169.68	
8/17/2018	V1251	RouteMatch Software, Inc.	85964	\$	41,637.00	Software Renewal
8/17/2018	V299	SB Collins, Inc.	85965	\$	34,075.06	Fuel
8/17/2018	V686	Shearer Chevrolet	85966	\$	1,654.32	2 Part Invoices
8/17/2018	V1560	State Industrial Products Corporation	85967	\$	117.70	
8/17/2018	V1030	UniFirst Corporation	85968	\$	280.00	
8/17/2018	V391	Verizon Wireless	85969	\$	912.44	
8/17/2018	V1073	Villanti & Sons, Printers Inc.	85970	\$	1,315.00	Marketing Invoice
8/17/2018	V336	W.B Mason Co., Inc.	85971	\$	310.47	
8/17/2018	V1593	Zebic, Branko	85972	\$	100.00	Shoe Reimbursement
8/17/2018	V153	Alburgh Taxi	EFT000000013482	\$	1,648.35	Volunteer
8/17/2018	V55	Boudreau, James	EFT000000013483	\$	689.00	Volunteer
8/17/2018	V1007	Bova, Wendy	EFT000000013484	\$	736.41	Volunteer
8/17/2018	V1150	Bruley SR, Mark	EFT000000013485	\$	906.99	Volunteer

8/17/2018	V548	Burnor, David	EFT000000013486	\$	418.06	Volunteer
8/17/2018	V1291	Callan, Linda	EFT000000013487	\$	87.23	
8/17/2018	V60	Farr, Delores	EFT000000013488	\$	901.01	Volunteer
8/17/2018	V1586	Gross, Robert	EFT000000013489	\$	466.11	Volunteer
8/17/2018	V1117	Hall, John	EFT000000013490	\$	432.82	Volunteer
8/17/2018	V170	Hertz, Kenneth	EFT000000013491	\$	404.44	Volunteer
8/17/2018	V67	Jewett, Sheryl	EFT000000013492	\$	209.85	Volunteer
8/17/2018	V174	Langlois, Paulette	EFT000000013493	\$	1,061.14	Volunteer
8/17/2018	V1420	Lawyer, Ronald	EFT000000013494	\$	452.43	Volunteer
8/17/2018	V70	LeClair, Raymond	EFT000000013495	\$	442.62	Volunteer
8/17/2018	V71	Lightholder, Stephen	EFT000000013496	\$	182.61	Volunteer
8/17/2018	V74	Markham, Laurel	EFT000000013497	\$	593.55	Volunteer
8/17/2018	V75	Martin, Ronald	EFT000000013498	\$	595.78	Volunteer
8/17/2018	V1635	McCartney, Misty	EFT000000013499	\$	469.29	Volunteer
8/17/2018	V1397	McGinnis, Devan	EFT000000013500	\$	451.31	Volunteer
8/17/2018	V1018	Metivier, Shelli	EFT000000013501	\$	647.46	Volunteer
8/17/2018	V1570	Murphy Sandra	EFT000000013502	\$	328.67	Volunteer
8/17/2018	V82	Parah, Donna	EFT000000013503	\$	354.82	Volunteer
8/17/2018	V83	Parah, Maurice	EFT000000013504	\$	995.25	Volunteer
8/17/2018	V86	Pike, Gail	EFT000000013505	\$	842.11	Volunteer
8/17/2018	V771	Sammons, Chandra	EFT000000013506	\$	573.95	Volunteer
8/17/2018	V89	Sayers, Gail	EFT000000013507	\$	964.76	Volunteer
8/17/2018	V1236	Sayers, James	EFT000000013508	\$	583.87	Volunteer
8/17/2018	V1523	Smith, Erika	EFT000000013509	\$	1,398.99	Volunteer
8/17/2018	V93	Timm, Marta	EFT000000013510	\$	832.89	Volunteer
8/17/2018	V522	Turcotte, S Jeanette	EFT000000013511	\$	119.38	Volunteer
8/17/2018	V14	Bruce, Judith	EFT000000013512	\$	386.78	FSA reimbursement
8/17/2018	V1182	Charissakis, John	EFT000000013513	\$	29.00	
8/17/2018	V108	Daley, Michelle	EFT000000013514	\$	663.90	FSA reimbursement
8/17/2018	V25	Frechette, Normand	EFT000000013515	\$	100.00	Shoe Reimbursement
8/17/2018	V34	Maple, Walter	EFT000000013516	\$	128.00	Shoe Reimbursement
8/17/2018	V35	McDonald, Pam	EFT000000013517	\$	85.00	
8/17/2018	V38	Moore, Jon	EFT000000013518	\$	192.31	DCAP reimbursement
8/17/2018	V137	Plante, Karen	EFT000000013519	\$	15.00	
8/17/2018	V17	Smith, Jamie L	EFT000000013520	\$	192.30	DCAP reimbursement
8/14/2018	V581	Costco	85900	\$	62.64	
8/18/2018	V253	FleetWave Partners, LLP	85973	\$	6,084.00	4 Radio Invoices
8/22/2018	V361	Vermont, State of - Agency of Natural Resources	85975	\$	160.00	
8/24/2018	V279	ABC Bus Companies-Muncie	85976	\$	766.81	
8/24/2018	V393	Alpine Systems Inc.	85977	\$	746.12	
8/24/2018	V415	Amazon	85978	\$	1,157.95	20 Misc Office Supplies and IT invoices
8/24/2018	V563	Bank Supplies	85979	\$	204.74	
8/24/2018	V225	Burlington Electric Department	85980	\$	2,450.56	6 Electric Bills
8/24/2018	V229	Camerota Truck Parts	85981	\$	2,025.00	1 Part Invoice
8/24/2018	V235	Clark's Truck Center	85982	\$	44.45	
8/24/2018	V220	Class C Solutions Group	85983	\$	2,172.81	8 Part Invoices
8/24/2018	V374	Clear Choice Auto Glass, A	85984	\$	240.00	
8/24/2018	V239	Cummins Northeast LLC	85985	\$	1,087.96	4 Part Invoices
8/24/2018	V241	D & W Diesel, Inc.	85986	\$	916.72	
8/24/2018	V246	Duffy Waste & Recycling	85987	\$	57.52	
8/24/2018	V403	Firetech Sprinkler Corp.	85988	\$	828.85	
8/24/2018	V250	Fisher Auto Parts	85989	\$	113.22	
8/24/2018	V252	FleetPride, Inc	85990	\$	2,279.82	6 Part Invoices
8/24/2018	V256	Genfare	85991	\$	3,001.90	2 Ticket Invoices
8/24/2018	V257	Gillig Corp.	85992	\$	6,939.43	5 Part Invoices
8/24/2018	V259	Grainger	85993	\$	1,318.59	3 Part Invoices
8/24/2018	V260	Green Mountain Kenworth, Inc.	85994	\$	29.10	
8/24/2018	V261	Green Mountain Power	85995	\$	1,761.81	3 Electric Bills

8/24/2018	V328	Kirk's Automotive Inc.	85996	\$	2,079.02	2 Part Invoices
8/24/2018	V473	Limoge & Sons Garage Doors, Inc.	85997	\$	178.90	
8/24/2018	V268	Loomis	85998	\$	196.33	
8/24/2018	V1191	Lucky's Trailer Sales Inc.	85999	\$	556.92	
8/24/2018	V273	MCI	86000	\$	9,353.47	13 Part Invoices
8/24/2018	V276	Metalworks	86001	\$	277.50	
8/24/2018	V278	Mohawk Mfg. & Supply Co.	86002	\$	475.92	
8/24/2018	V792	Myers Container Service Corp.	86003	\$	171.84	
8/24/2018	V283	Neopart LLC	86004	\$	329.06	
8/24/2018	V996	New England Air Systems	86005	\$	136.00	
8/24/2018	V223	O'Reilly Auto Enterprises, LLC	86006	\$	329.12	
8/24/2018	V408	Pitney Bowes - Purchase Power	86007	\$	150.00	
8/24/2018	V720	Power Washer Sales, LLC	86008	\$	623.00	
8/24/2018	V291	Prevost Parts	86009	\$	252.81	
8/24/2018	V296	Rouse Tire Sales	86010	\$	2,071.81	Tire Invoice
8/24/2018	V297	Safety-Kleen Systems, Inc.	86011	\$	100.18	
8/24/2018	V299	SB Collins, Inc.	86012	\$	33,882.04	Fuel
8/24/2018	V686	Shearer Chevrolet	86013	\$	2,592.26	1 Part Invoice
8/24/2018	V1651	Ski Rack, Inc.	86014	\$	1,695.77	Bikes Invoice
8/24/2018	V451	Stowe, Town of Electric Department	86015	\$	52.13	
8/24/2018	V309	Stride Creative Group	86016	\$	232.00	
8/24/2018	V311	Teamsters Local 597	86017	\$	7,240.88	Union Dues
8/24/2018	V977	TransitTalent.com LLC	86018	\$	110.00	
8/24/2018	V1030	UniFirst Corporation	86019	\$	372.74	
8/24/2018	V315	United Parcel Service	86020	\$	101.85	
8/24/2018	V876	Vehicle Maintenance Program, Inc.	86021	\$	158.58	
8/24/2018	V391	Verizon Wireless	86022	\$	4,409.30	6 IT invoices
8/24/2018	V410	Vermont Gas Systems, Inc.	86023	\$	345.32	
8/24/2018	V336	W.B Mason Co., Inc.	86024	\$	251.20	
8/24/2018	V251	Wex Fleet Universal	86025	\$	13,910.77	Fuel
8/24/2018	V796	Yipes Auto Accessories	86026	\$	141.00	
8/22/2018	V581	Costco	85974	\$	88.96	
8/24/2018	V10	Office of child support	EFT000000013531	\$	653.10	
8/27/2018	V1467	Charles Schwab	V1467 2018 0827	\$	15,937.01	Retirement
8/27/2018	V265	ICMA	V265 2018 0827	\$	1,445.99	Retirement
8/27/2018	V266	IRS - EFTPS	V266 2018 0827	\$	89,044.69	Federal Payroll Taxes
8/27/2018	V364	Vermont Dept of Taxes	V364 2018 0827	\$	11,926.44	State Payroll Taxes
8/31/2018	V1423	Alling, Andrew	86027	\$	27.80	
8/31/2018	V1025	Alter, Charles	86028	\$	92.13	
8/31/2018	V1480	Andrews-Ford, Sheri	86029	\$	402.85	Volunteer
8/31/2018	V156	Anthony, Peter	86030	\$	542.87	Volunteer
8/31/2018	V1601	Antillon, Jill	86031	\$	226.78	Volunteer
8/31/2018	V1625	Bousquet, Jeanne	86032	\$	131.92	Volunteer
8/31/2018	V1482	Cady, Duane	86033	\$	137.36	Volunteer
8/31/2018	V471	Constantine, Julia	86034	\$	430.61	Volunteer
8/31/2018	V1573	Fairbanks, Dori	86035	\$	84.49	
8/31/2018	V1084	Fisher, Allan	86036	\$	46.88	
8/31/2018	V203	Ladd, Joyce	86037	\$	31.07	
8/31/2018	V1310	Lavigne, Michelle	86038	\$	46.88	
8/31/2018	V1297	Lund, Theresa	86039	\$	65.52	
8/31/2018	V181	Owen, Helen	86040	\$	1,076.45	Volunteer
8/31/2018	V1648	Pepin, Roland	86041	\$	15.81	
8/31/2018	V1655	Sciria, Andrew	86042	\$	228.94	Volunteer
8/31/2018	V1614	Vermont Ride Network, Inc.	86043	\$	1,207.75	Volunteer
8/31/2018	V881	Wakefield, Richard	86044	\$	119.36	Volunteer
8/31/2018	V1595	Waller, Marlys	86045	\$	163.51	Volunteer
8/31/2018	V1549	Ware, Michael	86046	\$	65.95	
8/31/2018	V944	Woodward, Patricia	86047	\$	434.97	Volunteer

8/31/2018	V1624	Carleton, Victoria	86048	\$	188.66	FSA Reimbursement
8/31/2018	V1487	Chamberlin, Justin	86049	\$	192.32	DCAP Reimbursement
8/31/2018	V358	Kilburn, Shawn	86050	\$	205.00	Shoe Reimbursement
8/31/2018	V1354	Lavallee, Katie	86051	\$	521.43	FSA Reimbursement
8/31/2018	V1608	Mustafic, Nusret	86052	\$	131.99	Shoe Reimbursement
8/31/2018	V1653	Pradhan, Tilachand	86053	\$	89.99	Shoe Reimbursement
8/31/2018	V1365	Robinson, John	86054	\$	30.00	Parking Reimbursement
8/31/2018	V439	Takele, Desta	86055	\$	100.00	Shoe Reimbursement
8/31/2018	V279	ABC Bus Companies-Muncie	86056	\$	1,456.53	5 Part Invoices
8/31/2018	V316	Able Paint, Glass & Flooring Co.	86057	\$	150.00	
8/31/2018	V225	Burlington Electric Department	86058	\$	2,049.88	6 Electric Bills
8/31/2018	V469	Burlington Fire Department	86059	\$	1,300.00	2 Annual Fire Safety Inspections
8/31/2018	V1231	Burlington Parks & Rec Dept.	86060	\$	15,555.08	Credit after Reallocation
8/31/2018	V226	Burlington Public Works-Water	86061	\$	171.62	
8/31/2018	V1369	Capitol City Auto Mart Inc dba	86062	\$	3,997.21	2 Repair Invoices
8/31/2018	V851	Champlain Medical	86063	\$	400.00	
8/31/2018	V235	Clark's Truck Center	86064	\$	2,725.75	1 Part Invoice
8/31/2018	V220	Class C Solutions Group	86065	\$	1,725.96	2 Part Invoices
8/31/2018	V374	Clear Choice Auto Glass, A	86066	\$	240.00	
8/31/2018	V600	Cody Chevrolet	86067	\$	2,274.57	10 Part Invoices
8/31/2018	V239	Cummins Northeast LLC	86068	\$	2,726.57	3 Part Invoices
8/31/2018	V241	D & W Diesel, Inc.	86069	\$	2,300.30	1 Part Invoice
8/31/2018	V245	DRIVE	86070	\$	42.00	
8/31/2018	V250	Fisher Auto Parts	86071	\$	1,283.58	18 Part Invoices
8/31/2018	V252	FleetPride, Inc	86072	\$	2,082.76	4 Part Invoices
8/31/2018	V1347	Foley Distributing Corp.	86073	\$	366.26	
8/31/2018	V257	Gillig Corp.	86074	\$	17,370.30	4 Part Inventory Invoices
8/31/2018	V260	Green Mountain Kenworth, Inc.	86075	\$	190.44	
8/31/2018	V1204	Interstate Batteries	86076	\$	86.21	
8/31/2018	V328	Kirk's Automotive Inc.	86077	\$	60.38	
8/31/2018	V647	Lake Street Auto Sales & Service	86078	\$	185.38	
8/31/2018	V1509	Lawson Products, Inc	86079	\$	259.18	
8/31/2018	V702	Lincoln National Life Insurance Company, The	86080	\$	12,026.64	Insurance
8/31/2018	V273	MCI	86081	\$	585.28	
8/31/2018	V276	Metalworks	86082	\$	55.00	
8/31/2018	V1599	Miller, Holly & Bob 2017 Charitable Lead Trust	86083	\$	955.09	
8/31/2018	V329	Minuteman Press	86084	\$	41.03	
8/31/2018	V1576	New England Auto Glass LLC	86085	\$	184.91	
8/31/2018	V284	New G.H. Berlin Oil Company	86086	\$	3,810.95	3 Part Invoices
8/31/2018	V223	O'Reilly Auto Enterprises, LLC	86087	\$	2,264.46	3 Paint Invoices
8/31/2018	V534	Omega Electric	86088	\$	1,672.56	2 Electrical Invoices Security System
8/31/2018	V289	People's United Businesscard Services	86089	\$	4,519.92	5 Credit Cards
8/31/2018	V720	Power Washer Sales, LLC	86090	\$	995.00	
8/31/2018	V296	Rouse Tire Sales	86091	\$	4,465.32	5 Tire Invoices
8/31/2018	V299	SB Collins, Inc.	86092	\$	17,259.80	Fuel
8/31/2018	V686	Shearer Chevrolet	86093	\$	491.00	
8/31/2018	V757	Spear, William	86094	\$	100.00	
8/31/2018	V516	Stowe Reporter	86095	\$	1,327.50	Marketing
8/31/2018	V186	Tech Group, The	86096	\$	187.50	
8/31/2018	V1030	UniFirst Corporation	86097	\$	388.02	
8/31/2018	V314	Unum Life Insurance	86098	\$	353.88	
8/31/2018	V1564	Vt Back & Body Care dba VT CDL Exams	86099	\$	355.00	
8/31/2018	V153	Alburgh Taxi	EFT000000013522	\$	1,754.10	Volunteer
8/31/2018	V55	Boudreau, James	EFT000000013523	\$	679.24	Volunteer
8/31/2018	V1007	Bova, Wendy	EFT000000013524	\$	586.52	Volunteer
8/31/2018	V1150	Bruley SR, Mark	EFT000000013525	\$	955.00	Volunteer
8/31/2018	V548	Burnor, David	EFT000000013526	\$	300.33	Volunteer
8/31/2018	V1291	Callan, Linda	EFT000000013527	\$	425.70	Volunteer

8/31/2018	V60	Farr, Delores	EFT000000013528	\$	649.17	Volunteer
8/31/2018	V1117	Hall, John	EFT000000013529	\$	470.96	Volunteer
8/31/2018	V170	Hertz, Kenneth	EFT000000013530	\$	457.39	Volunteer
8/31/2018	V67	Jewett, Sheryl	EFT000000013531	\$	279.60	Volunteer
8/31/2018	V174	Langlois, Paulette	EFT000000013532	\$	1,087.31	Volunteer
8/31/2018	V1420	Lawyer, Ronald	EFT000000013533	\$	256.20	Volunteer
8/31/2018	V70	LeClair, Raymond	EFT000000013534	\$	478.08	Volunteer
8/31/2018	V71	Lightholder, Stephen	EFT000000013535	\$	117.72	Volunteer
8/31/2018	V74	Markham, Laurel	EFT000000013536	\$	199.49	Volunteer
8/31/2018	V75	Martin, Ronald	EFT000000013537	\$	626.89	Volunteer
8/31/2018	V1635	McCartney, Misty	EFT000000013538	\$	588.08	Volunteer
8/31/2018	V1397	McGinnis, Devan	EFT000000013539	\$	391.92	Volunteer
8/31/2018	V1018	Metivier, Shelli	EFT000000013540	\$	647.46	Volunteer
8/31/2018	V1570	Murphy Sandra	EFT000000013541	\$	344.50	Volunteer
8/31/2018	V82	Parah, Donna	EFT000000013542	\$	423.53	Volunteer
8/31/2018	V83	Parah, Maurice	EFT000000013543	\$	954.38	Volunteer
8/31/2018	V86	Pike, Gail	EFT000000013544	\$	762.01	Volunteer
8/31/2018	V771	Sammons, Chandra	EFT000000013545	\$	433.87	Volunteer
8/31/2018	V89	Sayers, Gail	EFT000000013546	\$	619.72	Volunteer
8/31/2018	V1236	Sayers, James	EFT000000013547	\$	442.61	Volunteer
8/31/2018	V93	Timm, Marta	EFT000000013548	\$	981.63	Volunteer
8/31/2018	V522	Turcotte, S Jeanette	EFT000000013549	\$	21.80	
8/31/2018	V1654	Vargas, Pearl	EFT000000013550	\$	139.54	Volunteer
8/31/2018	V1623	Wells, Roy	EFT000000013551	\$	299.27	Volunteer
8/31/2018	V1182	Charissakis, John	EFT000000013552	\$	35.00	
8/31/2018	V29	Hirsch, Alain	EFT000000013553	\$	55.00	
8/31/2018	V35	McDonald, Pam	EFT000000013554	\$	25.00	
8/31/2018	V38	Moore, Jon	EFT000000013555	\$	192.31	DCAP Reimbursement
8/31/2018	V17	Smith, Jamie L	EFT000000013556	\$	192.30	DCAP Reimbursement
8/31/2018	V1446	M T Wallets, LLC	EFT000000013557	\$	2,700.00	Lease



To: GMT Board of Commissioners

From: Michelle Daley, Director of Finance  
Kim Wall, Grants Manager  
Matt Kimball, Capital Projects Manager

Date: September 13, 2018

RE: Finance/Grants/Capital Projects

The Finance and Grants Departments continue to work through their busy season. The financial audit is approximately three weeks away. Finance and Grants staff are working with other departments to finalize the data needed to tie out FY18 grants, reconcile accounts and prepare the schedules to be presented to the auditors, who will be on site October 8<sup>th</sup> - 12<sup>th</sup>. As we work to wrap up FY18, the draft June financials are not being provided to you with this memo as they are not complete and would not provide any conclusive or pertinent information at this time.

We have received the first installment of FY18 state grant prepayment funding for urban and rural state operating, rural 5311, and rural E&D.

GMT's indirect cost rate is calculated annually after the audit report is completed. This rate is submitted to the FTA for approval by December 31st. Our approved indirect cost rate for FY18 is 9.15%. For comparison, in FY18 the rate was 9.86% and in FY17 it was 9.55%.

The urban operating budget is adjusted at the end of each month to reflect a net of zero, which is due to one of our federal operating grants which, at best, allow us to breakeven. The rural operating budget does not have a similar grant, and since the rural grants are prepaid, each month we recognize the revenue as it is earned based on the earnings percentages from the previous year, "catching up" when the actual billing is reported.

We continue to benchmark how well we are following our budget by calculating the percentage of the budget that we'd expect to be earned/spent if all revenues and expenses were spent/earned equally over twelve months, therefore we would expect to see budgets at 8.33% for the Fiscal Year to date July 31, 2018.

Since it is just the first month of the fiscal year and the budget presented will be adjusted at a later board meeting, I am presenting the budget vs. actual financials for your review without a detailed analysis. For the operating expenses, most of the variances are timing issues since expenses are not evenly spent throughout the year. The benchmark of 8.33% assumes that expenses will be spent evenly over the course of twelve months we can only use this as a tool to evaluate any particular line item.

The following is an update of the ongoing capital projects staff continue to work on:

☆ **Passenger Shelters:**

- **Urban:** Working with Tom Peterson to coordinate the installation of a glass shelter at the Larkin Terrace property currently under construction. Shelter installation time to be determined based on Larkin Terrace construction



schedule. Met with property owner and an employee of the Town of Shelburne regarding a possible shelter location in Shelburne Village.

- **Rural:** Working with planning to identify potential locations for a shelter that is in storage. Also looking into solar lighting possibilities for existing shelters in the rural area.

☆ **Downtown Transit Center:**

- VT Electric has and St. Albans Glass are scheduled to remove two of the windbreak shelters to allow the replacement electrical wire to four heaters on furthest end of platform. This work is scheduled to take place on the 17<sup>th</sup> and 18<sup>th</sup> of September

☆ **Industrial Parkway Driveway Ramp:**

- Don Weston Excavating has made a lot of progress since construction began on August 1<sup>st</sup>. The ramp area has been fully constructed which included tree removal, mechanical excavation of ledge, and blasting. The crew has completed almost all of the parking lot subbase replacement with the exception of a section of the 1 Industrial parking lot which was in the vicinity of a former underground diesel tank.
- Soil testing performed on the 1 Industrial property revealed elevated levels of diesel contamination in this area which required disposal through Casella. GMT worked with VHB in the preparation of a Soil Management Plan (SMP) which was approved by the Vermont Department of Environmental Conservation (DEC). GMT and Don Weston Excavating worked with Casella to coordinate the disposal of approximately 112.5 cu yds of soil in accordance with the SMP that was approved by DEC.
- Don Weston is working with their subcontractors to schedule completion of paving and installation of a guard rail for the ramp. The project is expected to be substantially complete by the end of September, with the only outstanding item being the installation of outdoor lighting, which is expected to be completed by the end of October due to a long lead time to produce the lights.

☆ **GMTA Facility Renovation:**

- Continuing to coordinate with VTrans on the status of the municipal sewer and water projects and how it will tie into the site. Preparing fire safety permits for both buildings and working on completing IFB and construction documents.

☆ **Facility Security Upgrades:**

- Installation of equipment at the facility is largely complete. Working with the project engineer and contractor to process minor changes to the work. The largest outstanding installations include the elevator camera and card readers as well as the installation of fiber between the server room and intermediary cabinet located in the shop. The elevator work is awaiting coordination with Bay State Elevator and Norris Inc. is coordinating with a possible subcontractor for the fiber installation. Testing and commissioning activities will follow after the installations are completed.

☆ **Electric Bus Buy:**

- Proposals in response to the RFP have been received from BYD, Gillig, New Flyer, and Proterra. Staff is currently evaluating proposals and will either decide based on initial proposals or enter into discussion with proposers as necessary.

☆ **Cutaway Bus Buy:**

- Proposals in response to the Cutaway RFP have been received from Alliance Bus Group, Dattco, and Shepard Bros. Staff is working with other members of the evaluation group on the evaluation of proposals.

Chittenden County Transportation Authority  
Statement of Net Assets  
As of 7/31/2018

	As Of 2018	As Of 2017
<b>ASSETS</b>		
Current Assets:		
Cash and Investments	3,081,253.42	1,178,887.82
Receivables:		
Grant	1,062,227.69	6,471,868.74
Other	7,239,546.33	3,835,002.48
Deferred Cost Pool	(397,047.78)	(175,371.21)
Inventories	663,340.89	637,698.21
Prepaid Expenses	294,884.71	349,903.35
Total Current Assets	11,944,205.26	12,297,989.39
Noncurrent Assets:		
Land, Structures And		
Equipment - net of accumulated depreciation	30,628,967.23	28,031,330.04
TOTAL ASSETS	42,573,172.49	40,329,319.43
<b>LIABILITIES AND FUND EQUITY</b>		
Current Liabilities:		
Accounts Payable	652,465.64	1,079,778.78
Accrued Payroll Expenses	182,826.84	152,669.57
Other Accrued Expenses	48,061.00	54,534.68
Deferred Revenue	7,715,627.01	6,424,664.16
Total Current Liabilities	8,598,980.49	7,711,647.19
Long-Term Liabilities:		
Accrued Compensated Absences	823,962.93	804,204.18
Total Long-Term Liabilities	823,962.93	804,204.18
Total Liabilities	9,422,943.42	8,515,851.37
Fund Equity:		
Invested in capital assets, net of related debt	28,031,330.04	28,031,330.04
Restricted	1,547,481.95	1,547,481.95
Unrestricted	3,615,276.14	2,220,486.83
Current Year Change in Net Assets	(43,859.06)	14,169.24
Total Fund Equity	33,150,229.07	31,813,468.06
TOTAL LIABILITIES AND FUND EQUITY	42,573,172.49	40,329,319.43

CCTA/GMTA  
CCTA Combined  
For the One Month Ending Tuesday, July 31, 2018

**REVENUES**

**FEDERAL, STATE AND LOCAL REVENUE**

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
	Current Fiscal Year To Date			FY19 Approved Budget (DEC2017)			Budget Variance		
Municipal Member Assessments	195,629.01		\$195,629.01	2,300,970.00		\$2,300,970.00	8.50%	0.00%	8.50%
Municipal Paratransit Assessments	50,347.25		50,347.25	637,765.00		637,765.00	7.89%	0.00%	7.89%
Local Operating Assistance	6,390.26	18,712.45	25,102.71	96,661.00	421,725.00	518,386.00	6.61%	4.44%	4.84%
Federal Urban Formula Grant	328,911.18		328,911.18	2,678,726.00		2,678,726.00	12.28%	0.00%	12.28%
Federal Rural Operating Grant		70,800.00	70,800.00		1,180,000.00	1,180,000.00	0.00%	6.00%	6.00%
State Regular Subsidy Operating Grant	187,316.00	66,000.00	253,316.00	2,437,612.00	900,000.00	3,337,612.00	7.68%	7.33%	7.59%
E&D Grants and Local Match		100,367.42	100,367.42		1,117,698.00	1,117,698.00	0.00%	8.98%	8.98%
Other State Grants	1,400.00	1,187.50	2,587.50	72,122.00	18,000.00	90,122.00	1.94%	6.60%	2.87%
Other Federal Grants	220,151.67	55,333.33	275,485.00	2,536,427.00	853,118.00	3,389,545.00	8.68%	6.49%	8.13%
Fund Balance Reserves							0.00%	0.00%	0.00%
Capital Reserve Revenue	23,437.50	15,833.33	39,270.83	281,250.00	190,000.00	471,250.00	8.33%	8.33%	8.33%
<b>Total Federal, State and Local Revenues</b>	<b>1,013,582.87</b>	<b>328,234.03</b>	<b>1,341,816.90</b>	<b>11,041,533.00</b>	<b>4,680,541.00</b>	<b>15,722,074.00</b>	<b>9.18%</b>	<b>7.01%</b>	<b>8.53%</b>

**OPERATING REVENUE**

Passenger Revenue	94,640.79	6,645.78	101,286.57	2,389,600.00	125,200.00	2,514,800.00	3.96%	5.31%	4.03%
Paratransit Passenger Fares	(147.50)		(147.50)	115,000.00		115,000.00	-0.13%	0.00%	-0.13%
Advertising Revenue	12,695.00	3,600.00	16,295.00	200,000.00	50,000.00	250,000.00	6.35%	7.20%	6.52%
Planning Revenue				362,106.00	30,000.00	392,106.00	0.00%	0.00%	0.00%
Interest Earnings		135.61	135.61	3,000.00	4,000.00	7,000.00	0.00%	3.39%	1.94%
Miscellaneous Revenue	68.04	6.00	74.04	19,000.00		19,000.00	0.36%	0.00%	0.39%
Sales Of Equipment				11,000.00	5,000.00	16,000.00	0.00%	0.00%	0.00%
Medicaid Purchase Of Svc		165,222.97	165,222.97		1,611,771.00	1,611,771.00	0.00%	10.25%	10.25%
Purchase of Service	3,500.00	3,346.18	6,846.18	43,844.00	225,716.00	269,560.00	7.98%	1.48%	2.54%
Warranty Revenue				2,000.00	2,000.00	4,000.00	0.00%	0.00%	0.00%
<b>Operating Revenue</b>	<b>110,756.33</b>	<b>178,956.54</b>	<b>289,712.87</b>	<b>3,145,550.00</b>	<b>2,053,687.00</b>	<b>5,199,237.00</b>	<b>3.52%</b>	<b>8.71%</b>	<b>5.57%</b>
<b>Total Revenue</b>	<b>1,124,339.20</b>	<b>507,190.57</b>	<b>1,631,529.77</b>	<b>14,187,083.00</b>	<b>6,734,228.00</b>	<b>20,921,311.00</b>	<b>7.93%</b>	<b>7.53%</b>	<b>7.80%</b>

**EXPENSES**

**SALARIES AND WAGES**

Other Wages	127,009.67	68,008.26	195,017.93	1,718,852.00	980,931.00	2,699,783.00	7.39%	6.93%	7.22%
Driver/Operator Wages	328,500.43	111,011.64	439,512.07	4,242,344.00	1,472,643.00	5,714,987.00	7.74%	7.54%	7.69%
Vehicle Repair Wages	67,321.09	13,483.94	80,805.03	989,794.00	169,445.00	1,159,239.00	6.80%	7.96%	6.97%
<b>Salaries and Wages</b>	<b>522,831.19</b>	<b>192,503.84</b>	<b>715,335.03</b>	<b>6,950,990.00</b>	<b>2,623,019.00</b>	<b>9,574,009.00</b>	<b>7.52%</b>	<b>7.34%</b>	<b>7.47%</b>

**PERSONNEL TAXES AND BENEFITS**

Payroll Taxes (FICA/MC)	39,953.62	15,712.04	55,665.66	531,751.00	200,661.00	732,412.00	7.51%	7.83%	7.60%
Unemployment Tax Exp	2,922.47	401.96	3,324.43	7,000.00	22,000.00	29,000.00	41.75%	1.83%	11.46%
Medical Insurance/HRA	141,070.02	49,207.18	190,277.20	1,571,720.00	570,016.00	2,141,736.00	8.98%	8.63%	8.88%
Pension Plan Expenses	24,304.38	4,933.01	29,237.39	289,161.00	60,329.00	349,490.00	8.41%	8.18%	8.37%
Employee Development	1,714.90	367.00	2,081.90	35,500.00	32,500.00	68,000.00	4.83%	1.13%	3.06%
Other Employee Benefits	21,697.11	7,370.01	29,067.12	255,667.00	94,063.00	349,730.00	8.49%	7.84%	8.31%

CCTA/GMTA  
CCTA Combined  
For the One Month Ending Tuesday, July 31, 2018

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
	Current Fiscal Year To Date			FY19 Approved Budget (DEC2017)			Budget Variance		
<b>Personnel Taxes and Benefits</b>	<b>231,662.50</b>	<b>77,991.20</b>	<b>309,653.70</b>	<b>2,690,799.00</b>	<b>979,569.00</b>	<b>3,670,368.00</b>	<b>8.61%</b>	<b>7.96%</b>	<b>8.44%</b>
<b>GENERAL AND ADMIN EXPENSES</b>									
Admin Supplies and Expenses	3,534.85	484.17	4,019.02	43,740.00	21,600.00	65,340.00	8.08%	2.24%	6.15%
Recruiting Expenses	450.00		450.00	18,400.00	12,000.00	30,400.00	2.45%	0.00%	1.48%
Dues and Subscriptions	18,780.30	1,911.00	20,691.30	27,838.00	10,033.00	37,871.00	67.46%	19.05%	54.64%
Travel and Meetings	78.45	127.97	206.42	3,500.00	3,500.00	7,000.00	2.24%	3.66%	2.95%
Board Development							0.00%	0.00%	0.00%
Communications	3,221.59	4,286.45	7,508.04	58,880.00	28,336.00	87,216.00	5.47%	15.13%	8.61%
Computer Service Exp	4,365.19	1,419.94	5,785.13	124,320.00	57,164.00	181,484.00	3.51%	2.48%	3.19%
Legal Fees	7,475.80		7,475.80	10,000.00	3,000.00	13,000.00	74.76%	0.00%	57.51%
Insurance	97,763.70	42,815.29	140,578.99	769,771.00	317,850.00	1,087,621.00	12.70%	13.47%	12.93%
Audit Fees				19,425.00	8,325.00	27,750.00	0.00%	0.00%	0.00%
Consulting Fees							0.00%	0.00%	0.00%
<b>General and Admin Expenses</b>	<b>135,669.88</b>	<b>51,044.82</b>	<b>186,714.70</b>	<b>1,075,874.00</b>	<b>461,808.00</b>	<b>1,537,682.00</b>	<b>12.61%</b>	<b>11.05%</b>	<b>12.14%</b>
<b>OPERATIONS EXPENSES</b>									
Background Checks	131.00	355.00	486.00	1,900.00	8,325.00	10,225.00	6.89%	4.26%	4.75%
Drug & Alcohol Testing							0.00%	0.00%	0.00%
DOT Testing	490.00	205.00	695.00	5,850.00	7,920.00	13,770.00	8.38%	2.59%	5.05%
Employment Recruitment Program				800.00	400.00	1,200.00	0.00%	0.00%	0.00%
Driver's Uniforms	789.90	735.16	1,525.06	25,746.00	20,170.00	45,916.00	3.07%	3.64%	3.32%
Safety Expense				2,300.00	1,700.00	4,000.00	0.00%	0.00%	0.00%
Bus Rodeo							0.00%	0.00%	0.00%
Misc. Operating Exp				7,100.00	2,675.00	9,775.00	0.00%	0.00%	0.00%
<b>Operations Expenses</b>	<b>1,410.90</b>	<b>1,295.16</b>	<b>2,706.06</b>	<b>43,696.00</b>	<b>41,190.00</b>	<b>84,886.00</b>	<b>3.23%</b>	<b>3.14%</b>	<b>3.19%</b>
<b>PLANNING EXPENSES</b>									
Other Planning Expenses					25,000.00	25,000.00	0.00%	0.00%	0.00%
MPO Planning Expenses				100,000.00		100,000.00	0.00%	0.00%	0.00%
<b>Planning Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>25,000.00</b>	<b>125,000.00</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>VEHICLE/BUILDING MAINTENANCE EXP (15 Industrial)</b>									
Parts Expense - Non-Revenue Vehicles	356.93		356.93	7,000.00	4,500.00	11,500.00	5.10%	0.00%	3.10%
Parts Expense - Revenue Vehicles	53,022.42	17,573.40	70,595.82	408,394.00	166,823.00	575,217.00	12.98%	10.53%	12.27%
Tires	2,345.27	4,749.88	7,095.15	90,000.00	25,000.00	115,000.00	2.61%	19.00%	6.17%
Facility Maintenance	37,675.13	13,611.12	51,286.25	70,000.00	57,200.00	127,200.00	53.82%	23.80%	40.32%
Passenger Facility Expenses	4,594.31		4,594.31	42,988.00		42,988.00	10.69%	0.00%	10.69%
Security Expenses							0.00%	0.00%	0.00%
Cleaning Expense		619.46	619.46	58,000.00	7,200.00	65,200.00	0.00%	8.60%	0.95%
Repeater Fees	1,674.00	1,368.00	3,042.00	21,600.00	16,200.00	37,800.00	7.75%	8.44%	8.05%
Light, Heat and Water	8,598.53	577.56	9,176.09	153,000.00	55,000.00	208,000.00	5.62%	1.05%	4.41%
Fuel - Vehicles	70,152.21	19,521.54	89,673.75	1,036,308.00	333,235.00	1,369,543.00	6.77%	5.86%	6.55%

CCTA/GMTA  
CCTA Combined  
For the One Month Ending Tuesday, July 31, 2018

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
	Current Fiscal Year To Date			FY19 Approved Budget (DEC2017)			Budget Variance		
Maintenance Tools/Supplies/Uniforms	15,182.05	1,465.42	16,647.47	90,075.00	14,744.00	104,819.00	16.85%	9.94%	15.88%
Misc Maint Expenses and fees	209.30	4.42	213.72	6,000.00	2,000.00	8,000.00	3.49%	0.22%	2.67%
<b>Vehicle/Building Maintenance Exp</b>	<b>193,810.15</b>	<b>59,490.80</b>	<b>253,300.95</b>	<b>1,983,365.00</b>	<b>681,902.00</b>	<b>2,665,267.00</b>	<b>9.77%</b>	<b>8.72%</b>	<b>9.50%</b>
<b>CONTRACTOR EXPENSES</b>									
ADA/SSTA Paratransit				1,215,000.00		1,215,000.00	0.00%	0.00%	0.00%
Partner Local Share				19,833.00		19,833.00	0.00%	0.00%	0.00%
Functional Assessment Costs				10,000.00		10,000.00	0.00%	0.00%	0.00%
Volunteer Drivers		42,793.63	42,793.63		600,000.00	600,000.00	0.00%	7.13%	7.13%
Other Transportation (incl Cabs)		36,311.35	36,311.35	17,776.00	700,000.00	717,776.00	0.00%	5.19%	5.06%
<b>Contractor Expenses</b>	<b>0.00</b>	<b>79,104.98</b>	<b>79,104.98</b>	<b>1,262,609.00</b>	<b>1,300,000.00</b>	<b>2,562,609.00</b>	<b>0.00%</b>	<b>6.08%</b>	<b>3.09%</b>
<b>MARKETING EXPENSE</b>									
Bus Tickets/Fare Media	(443.73)	78.40	(365.33)	20,000.00	2,400.00	22,400.00	-2.22%	3.27%	-1.63%
Marketing Expense	765.25	3,580.25	4,345.50	52,000.00	45,840.00	97,840.00	1.47%	7.81%	4.44%
Public Information	1,315.00		1,315.00	37,000.00	23,000.00	60,000.00	3.55%	0.00%	2.19%
<b>Marketing Expense</b>	<b>1,636.52</b>	<b>3,658.65</b>	<b>5,295.17</b>	<b>109,000.00</b>	<b>71,240.00</b>	<b>180,240.00</b>	<b>1.50%</b>	<b>5.14%</b>	<b>2.94%</b>
<b>OTHER EXPENSES</b>									
Allowance for Doubtful Accounts							0.00%	0.00%	0.00%
Debt Service/Capital Reserve	46,442.51		46,442.51	50,000.00		50,000.00	92.89%	0.00%	92.89%
Bond Interest							0.00%	0.00%	0.00%
Capital Match	23,437.50	15,833.33	39,270.83	281,250.00	190,000.00	471,250.00	8.33%	8.33%	8.33%
<b>Other Expenses</b>	<b>69,880.01</b>	<b>15,833.33</b>	<b>85,713.34</b>	<b>331,250.00</b>	<b>190,000.00</b>	<b>521,250.00</b>	<b>21.10%</b>	<b>8.33%</b>	<b>16.44%</b>
<b>TOTAL EXPENSES</b>	<b>1,156,901.15</b>	<b>480,922.78</b>	<b>1,637,823.93</b>	<b>14,547,583.00</b>	<b>6,373,728.00</b>	<b>20,921,311.00</b>	<b>7.95%</b>	<b>7.55%</b>	<b>7.83%</b>
Current Year Deferred Costs	(11,203.20)		(11,203.20)				0.00%	0.00%	0.00%
ALLOCATIONS BETWEEN PROGRAMS	43,765.15	(43,765.15)		360,500.00	(360,500.00)		12.14%	12.14%	0.00%
<b>Balance Of Operating Budget</b>	<b>0.00</b>	<b>(17,497.36)</b>	<b>(17,497.36)</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>Capital Revenue</b>									
Federal Revenue							0.00%	0.00%	0.00%
State Revenue							0.00%	0.00%	0.00%
Paratransit Lease Revenue							0.00%	0.00%	0.00%
Local Match Revenue							0.00%	0.00%	0.00%
<b>Total Capital Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>	<b>0.00</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
<b>Capital Expenses</b>									
Vehicles							0.00%	0.00%	0.00%
Maintenance Parts and Equipment	9,392.00	15,000.00	24,392.00				0.00%	0.00%	0.00%
Passenger Amenities							0.00%	0.00%	0.00%

CCTA/GMTA  
CCTA Combined  
For the One Month Ending Tuesday, July 31, 2018

	Urban	Rural	Combined	Urban	Rural	Combined	Urban	Rural	Combined
	Current Fiscal Year To Date			FY19 Approved Budget (DEC2017)			Budget Variance		
Facility Repairs and Improvements	2,022.70		2,022.70				0.00%	0.00%	0.00%
<b>Total Capital Expenses</b>	<b>11,414.70</b>	<b>15,000.00</b>	<b>26,414.70</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>
Balance of Capital Budget	(11,414.70)	(15,000.00)	(26,414.70)	0.00	0.00		0.00%	0.00%	0.00%
Transfer of Purchases to Fixed Assets							0.00%	0.00%	0.00%
Deferred Costs							0.00%	0.00%	0.00%
Depreciation Expense							0.00%	0.00%	0.00%
Subtotal	0.00	0.00		0.00	0.00		0.00%	0.00%	0.00%
<b>Current Change in Net Assets</b>	<b>(11,414.70)</b>	<b>(32,497.36)</b>	<b>(43,912.06)</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>



To: GMT Board of Commissioners

From: Michelle Daley, Director of Finance  
Donna Gallagher, Broker Services Manager  
Jordan Posner, ADA Coordinator

Date: September 11, 2018

RE: ADA and Broker Services

---

These past few months have been busy, staff and several GMT Board Members have met with the SSTA staff and Board members to discuss next steps for the transportation they provide on behalf of GMT. So far, there have been 2 meetings, and both meetings were very productive. There is very good collaboration with the group and open communication. The next meeting will be discuss options for a phased approach between the agencies. Each agency will be bringing to the table their ideas to share and discuss.

The ADA Advisory committee met and reviewed the paratransit study. There was positive feedback on the completeness of the project. In the coming months in the Chittenden County service area we will be on-boarding the ADA Advisory committee members to the "portal" to test the ease of "self-service" booking of trips with SSTA. Assuming all goes well this will be made available to other eligible passengers. We have submitted a request for RouteMatch to set up the Rural GMT database to allow for this functionality as well.

Jordan Posner met with Leah from the United Way regarding the E&D (Elders and Disabled) survey they are conducting. So far they have received approximately 100 responses from the member communities with very positive feedback. There was a kickoff meeting for the rural paratransit project with CVRPC (Central VT Regional Planning Commission). They received a grant to evaluate the paratransit needs in the Central VT area. We anticipate this project to run parallel with the changes we are making for Complimentary ADA transportation.

Attached is the final ridership data for FY18. Ridership is down by 3% from FY17 for all ADA trips. Colchester and Williston both experienced increases in ridership 41% and 2% respectively.

Attached is the July 2018 ridership and so it appears that Essex and Williston are trending higher than FY18 at this point in time.



### ADA Ridership Report (by Town) : FY18

Total Rides

% increase/(decrease) from prior year

Benchmark for comparison is 100%

CITY/TOWN	July	August	September	October	November	December	January	February	March	April	May	June	Total FY18 YTD	Total FY17 Rides	% of FY18 YTD compared to FY17
BURLINGTON	1,282	1,229	1,170	1,275	1,186	1,133	1,180	1,219	1,197	1,213	1,248	1,112	14,444	14,398	100%
	-0.93%	-11.58%	-4.96%	0.79%	10.12%	8.21%	3.33%	10.72%	4.45%	4.93%	-5.53%	-9.45%			
COLCHESTER	116	103	97	107	100	99	150	100	152	154	145	143	1,466	1,037	141%
	87.10%	17.05%	42.65%	46.58%	21.95%	19.28%	31.58%	26.58%	53.54%	94.94%	46.46%	28.83%			
ESSEX	288	288	278	317	300	317	302	317	346	286	345	324	3,708	3,751	99%
	19.01%	-6.80%	-23.20%	-11.20%	3.09%	-1.25%	-4.73%	-4.80%	16.11%	-8.04%	16.16%	3.51%			
OTHER	9	9	4	6	12	9	29	28	23		60	30	219	207	106%
	-62.50%	-70.97%	-69.23%	-62.50%	33.33%	28.57%	93.33%	100.00%	-4.17%	43.75%	140.00%	130.77%			
SHELBURNE	252	276	229	261	250	226	306	266	306	249	286	230	3,137	3,271	96%
	-1.95%	3.76%	6.02%	5.67%	-3.47%	-22.87%	5.52%	-8.59%	-5.26%	-7.09%	-4.03%	-12.55%			
SO. BURLINGTON	963	1,092	1,091	1,204	1,132	1,105	1,083	902	1,062	1,040	969	954	12,597	13,829	91%
	1.48%	6.33%	-3.71%	-4.90%	2.54%	-2.81%	-4.16%	-19.61%	-12.88%	-17.39%	-26.70%	-17.83%			
WILLISTON	96	101	75	62	76	100	118	78	101	105	111	127	1,150	1,126	102%
	-21.31%	-8.18%	-41.86%	-32.61%	-20.00%	21.95%	26.88%	-13.33%	-12.17%	25.00%	54.17%	202.38%			
WINOOSKI	392	456	449	439	448	442	461	473	508	453	551	479	5,551	5,761	96%
	-12.11%	-11.28%	-11.26%	1.86%	-5.88%	-15.00%	-12.52%	7.74%	7.63%	-4.23%	8.25%	6.92%			
TOTAL	3,398	3,554	3,393	3,671	3,504	3,431	3,629	3,383	3,695	3,523	3,715	3,399	42,295	43,380	97%
Cost to Members	\$ 84,904.23	\$ 89,416.24	\$ 86,067.45	\$ 93,902.23	\$ 89,303.77	\$ 88,176.72	\$ 93,488.04	\$ 86,252.49	\$ 94,746.83	\$ 87,880.69	\$ 94,645.81	\$ 87,020.98	\$ 1,075,805.49		
Cost/Trip	\$ 24.99	\$ 25.16	\$ 25.37	\$ 25.58	\$ 25.49	\$ 25.70	\$ 25.76	\$ 25.50	\$ 25.64	\$ 24.94	\$ 25.48	\$ 25.60	\$ 25.44		

## ADA Ridership Report (by Town) : FY19

Total Rides

% increase/(decrease) from prior year		<i>Benchmark for comparison is 8%</i>		
CITY/TOWN	July	Total FY19 YTD	Total FY18 Rides	% of FY19 YTD compared to FY18
BURLINGTON	1,081	1,081	14,444	7%
	-15.68%			
COLCHESTER	106	106	1,466	7%
	-8.62%			
ESSEX	361	361	3,708	10%
	25.35%			
OTHER	44	44	242	18%
	388.89%			
SHELBURNE	248	248	3,137	8%
	-1.59%			
SO. BURLINGTON	771	771	12,597	6%
	-19.94%			
WILLISTON	125	125	1,150	11%
	30.21%			
WINOOSKI	492	492	5,551	9%
	25.51%			
<b>TOTAL</b>	<b>3,228</b>	<b>3,228</b>	<b>42,295</b>	<b>8%</b>
Cost to Members	\$ 83,655.63	\$ -		
Cost/Trip	\$ 25.92	\$ -		

Monthly Maintenance Performance Report		
Month:	August 2018	
Urban Data	Data	Notes
Miles Operated:	<b>164,545</b>	Revenue Vehicles
Major Road Calls:	<b>11</b>	Failure prevented a vehicle from completing or starting a scheduled revenue trip
Major Road Calls/100,000 Miles:	<b>6.87</b>	
Minor Road Calls:	<b>12</b>	Vehicle physically able to continue in revenue service without creating a safety concern (i.e fare box, HVAC)
Total Road Calls/100,000 Miles:	<b>14.4</b>	
"C" PM's Completed:	<b>28</b>	"C" PM is a major inspection consisting of a PM checklist, brake inspection, chassis grease and engine oil change, preformed every 6,000
"C" PM On-time %	<b>100%</b>	Within 10% of the scheduled mileage per the FTA
Dropped Runs	<b>0</b>	Due to mechanical reasons or lack of buses
Active Fleet Avg. Age	<b>8.10 years</b>	Transit buses have a 12 year life expectancy
Rural Data	Data	Notes
Miles Operated:	<b>86,192 miles</b>	Revenue Vehicles
Major Road Calls:	<b>3</b>	Failure prevented a vehicle from completing or starting a scheduled revenue trip
Major Road Calls/100,000 Miles:	<b>1</b>	
Minor Road Calls:	<b>5</b>	Vehicle physically able to continue in revenue service without creating a safety concern (i.e fare box, HVAC)
Total Road Calls/100,000 Miles:	<b>1</b>	
"C" PM's Completed:	<b>20</b>	"C" PM is a major inspection consisting of a PM checklist, brake inspection, chassis grease and engine oil change, preformed every 6,000
"C" PM On-time %	<b>75%</b>	Within 10% of the scheduled mileage per the FTA
Dropped Runs	<b>0</b>	Due to mechanical reasons or lack of buses
Cut-away Active Fleet Avg. Age	<b>5.24 years</b>	Cut-away buses have a 5 year life expectancy



To: GMT Board of Commissioners

From: Mev Bahonjic, Operations Manager

Date: 09/12/18

RE: GMT Operations Report

---

As with most summers, we have seen more bikes are on the road. Nothing is more important to us then safety; not only for our passengers, but also everyone on the road. GMT has gotten together with Local Motion to make a Bus/Bike interaction safety video that we will use as a training tool for our drivers. Operations is continuing to working with the Training Department on new and innovative ideas on training not only drivers, but also supervisors and all GMT personnel.

We are working with RouteMatch to redevelop and re-installation of the beacons at the DTC and the data import for the new bid that started on August 27, 2018. RouteMatch hopes to have the installation of the new beacons mounts completed by the end of September. The result would improve ETA's in app and display data that is more accurate.

Operations Supervisor, Jon Mabee has been promoted to the Interim Operations Manager in Berlin, Jon brings many years of Operational experience and knowledge and we are confident in Jon's ability to bring great success to Berlin.

We would like to congratulate Tom Barnes on his new position as Operations Supervisor in Central Vermont. In addition to his experience as a seasonal and part-time driver in Berlin, Tom is a former business owner in Stowe. His connection to the community is part of what makes us so excited to welcome him to the operations team!

Date: September 18th, 2018  
To: GMT Board of Commissioners  
From: Rachel Kennedy, Sr. Transit Planner  
Re: July/August Planning Report

---

## **Transit Service & Operations Planning**

### NextGen

The planning department is creating an implementation prioritization process, developing an implementation timeline, and performing further analysis on proposed route eliminations. A *tentative implementation date of March 4<sup>th</sup> has been established for Rural Service and August 2019 for Urban Service.*

### *Ridership on Proposed Eliminations*

Staff is reviewing on-board video and riding buses to get the most accurate ridership data on proposed NextGen eliminations in our urban service area. This project has an estimated end date of mid-October.

### Service Guidelines

The planning department is drafting a service guideline document to define a transparent process using objective data that helps GMT prioritize decisions about adding, reducing, and changing transit service to deliver safe, accessible, and efficient service that meets the needs of the community

### *Route Analysis*

Staff created route & stop layers in a Geospatial Information System (GIS) program. As part of the Service Guideline development staff are developing design guidelines that will inform the next step, a route analysis process.

### *Bus Stop Placement Guidelines*

As part of the Service Guideline development staff are developing Bus Stop Placement Guidelines which include best transit practices for placement based on population and road considerations, ridership thresholds for amenity development, and shelter and bus specs for developers and partner agencies.

### Seasonal Service

Staff designed new routing and time tables for the Mad River Valley seasonal service in order to provide a more efficient service in FY19. Staff will be presenting these proposed changes at a Public Hearing in Waitsfield on 9/12 and will present the proposed changes to the GMT Board at the October meeting for approval. Staff has worked closely with the Mad River Planning District, Sugarbush Resort and the CVRPC on these proposed changes.

Staff presented at the Stowe Area Association (SAA) seasonal operations meeting on 9/11 and took questions from the Association's membership. GMT Planning and Marketing Staff also met with the SAA and Stowe Mountain Resort leadership on marketing opportunities for the upcoming season.

### **Misc. Planning Activities**

#### ADA Audit

The planning department performed an in-house audit of FY18 ADA trips to determine whether they fell within the appropriate service time-points/regions.

#### Bus Map and Guide Redesign

Staff completed the redesign of bus guides – with focus on a design that eliminates the need for footnotes, and offers consistent iconography. These updated guides will be implemented with the NextGen changes.

#### Ride Check

Staff are preparing for the FY19 urban ride check. This ride check represents a snap shot view of stop level ridership, and is used for FTA reporting purposes.

### **Meetings & Outreach:**

- Staff attended the Winooski Bridge Advisory Committee
- Staff attended the second meeting of the Winooski Avenue PAC
- Staff presented on the Jeffersonville Survey to members of the GMT Advisory committee
- Staff met with University Mall stakeholders to discuss proposed changes
- Staff met with the Tri-Town Alternative Transportation Committee to discuss recent changes to the Jeffersonville Commuter.
- Staff presented on NextGen to the New North End Neighborhood Planning Association.
- Staff met with the superintendent of the Montpelier – Roxbury School District



- Staff presented on ridership in Central Vermont to the CVRPC
- Staff presented on NextGen to the GMT Advisory Committee
- Staff met with Mad River Valley stakeholders to discuss FY19 seasonal service

To: GMT Board of Commissioners  
From: Jamie L. Smith, Marketing and Public Affairs Manager  
Date: September 12, 2018  
Re: Marketing and Public Affairs Report

---

- GMT hosted our final baseball night of the season with the Vermont Lake Monsters. August 22<sup>nd</sup> was Zooperstars night.
- Our community campaign is in full swing. The diaper drive benefiting Lund, began on September 4 and will run through September 17. On the 14<sup>th</sup>, we will host an event at Spruce Mortgage in Burlington. At the start of the campaign, we reached out to Seventh Generation for a donation and received two pallets of diapers (21,400) and over 15,000 wipes!
- Marketing staff is working with the area schools on a student social media campaign. The purpose is to help incoming students engage with the bus system, hopefully converting them to longtime riders over the course of their time at school.
- Marketing and Planning staff met with Stowe Area Association and Stowe Mountain Resort to kick off the 2018-19 ski season. We discussed a new format schedule, map, and overall outreach/marketing strategy to make this ski season the best yet!
- On Wednesday, September 12, Marketing and Planning staff will hold a public meeting at the General Wait House in Waitsfield to discuss potential changes to the seasonal service. We have been working alongside the planning district and Sugarbush Resort to create a more efficient and better-utilized plan for the upcoming ski season.

**Public Affairs Events:**

8/6 – MRV Pre-season meeting | MRVPD, CVRPC, Sugarbush, GMT  
8/8 – Transportation for Vermonters | Annual strategic plan  
8/10 – Agency Human Service – St. Albans | Community Profiles Workshop – Franklin County  
8/14 – St. Albans Walkability Study | St. Albans Route 7 Corridor Plan  
8/15 – THRIVE | Monthly Meeting  
8/22 – Lamoille County TAC | Monthly meeting  
9/4 – Montpelier Transportation and Infrastructure Committee (MTIC) | Monthly meeting  
9/6 – Autonomous Vehicle Stakeholder – Vtrans | Planning for legislation  
9/12 – Central Vermont Economic Development Corp. | Workforce Devel. Summit  
9/14 – Lund Community Campaign | Diaper Drive at Spruce Mortgage





To: GMT Board of Commissioners

From: Trish Redalieu, Director of Human Resources

Date: September 18, 2018

RE: IT Support, Administrative Support, Training, and HR

---

GMT has hired two new full-time bus operators: Corey Wolcott (FGI) and Jules Kabola (Burlington). Two new sedan drivers (Linda Simpson and Mike Singer) are in training at the Berlin Location. Tom Barnes, a PT Operator in Berlin has accepted the Seasonal Operations Supervisor position in Berlin. This is a full-time permanent position which focuses on the seasonal service operations and supports regular service operation during the off-season. Ashley Young has accepted the Customer Service Representative position in the Burlington Call Center. We welcome them all to the GMT family!

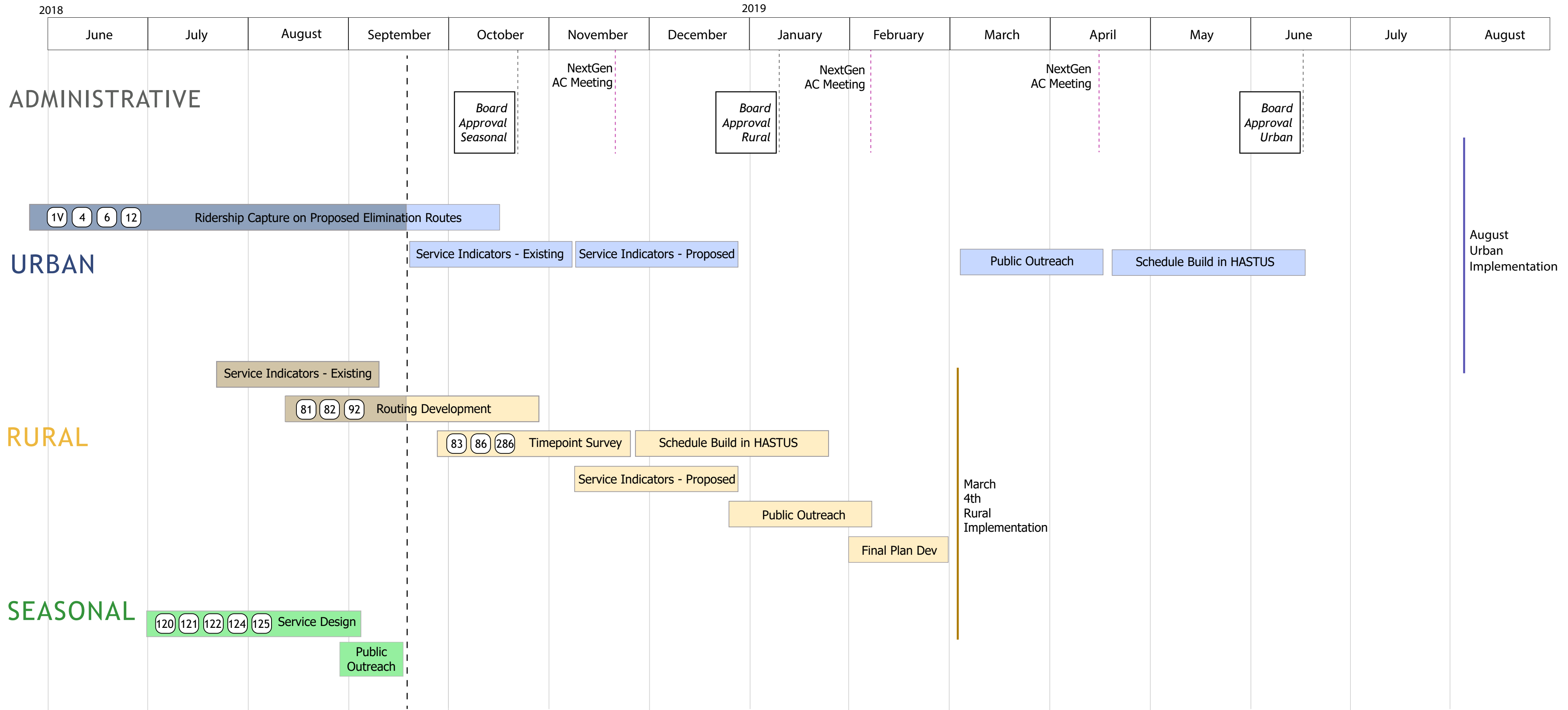
Seasonal bus operator recruiting is in full swing. Traditional recruiting methods, advertisements in local papers, radio ads, bus wraps rack cards, etc. GMT is deploying new strategies as well. One strategy includes attendance at an event at Acadia National Park in Maine with Downeast Transportation. GMT had success last year recruiting summer seasonal workers and the goal of attending this event is to create a connection with a large summer seasonal employer; Downeast Transportation hires over 100 drivers for their summer season.

Trish Redalieu has applied for and received re-certification in her professional certification: Senior Professional in Human Resources (SPHR) through the Human Resources Certification Institute. This is a three-year recertification cycle requiring 60 continuing education credits to receive recertification.

Michelle Daley and Cheryl Whitaker attended the Transit Asset Management Training conducted by the National Transit Institute.

14 current and emerging leaders of the GMT team attended two all-day leadership training sessions, called Building on Success Training (BOS). The training was conducted by Jeff Bercovitz of The Spark Center. The BOS approach is about energizing oneself enough to be able to make the necessary changes at work and in life outside of work so that leaders can experience more satisfaction and create greater impact, while energizing others as well. One of the goals is to help GMT retain their best and brightest and help them perform at their peak, by cultivating practices of sustainable leadership. The training provides individuals with the ability to become more clear, self-aware, and balanced in their own lives, so that they are much more effective at their job and, not surprisingly, a lot happier doing it.

# NEXTGEN Implementation Timeline



FY18 GMT Rural Ridership by Month

Number of Service Days														FY18 YTD	FY18 YTD	FY17 YTD					
Saturday	4													4	5	5					
Sunday	5													5	5	5					
Weekday	21													21	20	20					
School Days	0													0	0	0					
														Difference (FY19-FY18)				Difference (FY19-FY17)			
#	Route Name	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY19 YTD	FY18 YTD	Riders	%	FY17 YTD	Riders	%	
80	City Route Mid-day	2,013	2,323											4,336	4,471	(135)	-3.0%	4,125	211	5.1%	
81	Barre Hospital Hill	2,824	3,014											5,838	4,916	922	18.8%	4,626	1,212	26.2%	
82	Montpelier Hospital Hill	2,084	2,091											4,175	3,655	520	14.2%	3,646	529	14.5%	
83	Waterbury Commuter	830	852											1,682	1,869	(187)	-10.0%	1,920	(238)	-12.4%	
84	US 2 Commuter	595	612											1,207	1,329	(122)	-9.2%	1,074	133	12.4%	
85	Hannaford Shopping Special	193	206											399	462	(63)	-13.6%	496	(97)	-19.6%	
87	Northfield Shuttle	48	89											137	203	(66)	-32.5%	155	(18)	-11.6%	
88	Capital Shuttle	532	390											922	0	922	0.0%	0	922	0.0%	
89	City Commuter	3,170	3,085											6,255	6,325	(70)	-1.1%	6,091	164	2.7%	
90	Plainfield Shuttle	44	62											106	139	(33)	-23.7%	118	(12)	-10.2%	
91	Hospital Hill Demand Response	95	90											185	252	(67)	-26.6%	117	68	58.1%	
92	Montpelier Circulator	1,061	1,121											2,182	2,712	(530)	-19.5%	2,510	(328)	-13.1%	
93	Northfield Commuter	613	646											1,259	1,120	139	12.4%	999	260	26.0%	
100	Route 100 Commuter	586	647											1,233	1,158	75	6.5%	1,409	(176)	-12.5%	
108	Mountain Road Shuttle	0	0											0	0	0		0	0		
102	Morrisville Loop	359	409											768	732	36	4.9%	776	(8)	-1.0%	
103	Morrisville Shopping Shuttle	257	301											558	427	131	30.7%	517	41	7.9%	
109	Tuesday Shopping Shuttle (FGI)	73	64											137	117	20	17.1%	118	19	16.1%	
110	St.Albans DT Shuttle	1,940	2,075											4,015	3,827	188	4.9%	3,349	666	19.9%	
115	Alburg-Georgia Commuter	592	715											1,307	1,073	234	21.8%	987	320	32.4%	
116	Richford-St.Albans Commuter	574	649											1,223	1,230	(7)	-0.6%	1,084	139	12.8%	
120	Valley Floor	0	0											0	0	0		0	0		
121	Valley Evening Service	0	0											0	0	0		0	0		
122	Mount Ellen	0	0											0	0	0		0	0		
124	Mountain Condos	0	0											0	0	0		0	0		
125	Access Road	0	0											0	0	0		0	0		
99	Special Services	1,472	0											1,472	2,384	(912)	-38.3%	1,367	105	7.7%	
<b>SUBTOTAL</b>		19,955	19,441	0	0	0	0	0	0	0	0	0	0	39,396	38,401	995	2.6%	35,484	3,912	11.0%	
<b>Total</b>		19,955	19,441	0	0	0	0	0	0	0	0	0	0	39,396	38,776	620	1.6%	35,860	3,536	9.9%	
<b>Capital District</b>		16,776	15,938	0	0	0	0	0	0	0	0	0	0	32,714	32,529	185	0.6%	30,322	2,392	7.9%	
<b>Franklin/Grand Isle</b>		3,179	3,503	0	0	0	0	0	0	0	0	0	0	6,682	6,247	435	7.0%	5,538	1,144	20.7%	

FY19 GMT Urban Ridership by Month

Number of Service Days													FY19 YTD	FY18 YTD	FY17 YTD	Difference (FY19-FY17)				
#	Route Name	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY18 YTD	FY18 YTD	riders	%	FY17 YTD	riders	%
	Saturday	4												4	5			5		
	Sunday	5												5	5			5		
	Weekday	21												21	20			20		
	School Days	0												0	0			0		
1	Williston-Wal-Mart	32,362												32,362	29,831	2,531	8.48%	31,873	489	1.53%
1V	Williston Village	907												907	1,365	-458	-33.55%	1,133	-226	-19.95%
10	Williston-Amtrak	1,435												1,435	1,618	-183	-11.31%	1,588	-153	-9.63%
2	Essex Junction	33,417												33,417	34,294	-877	-2.56%	34,294	-877	-2.56%
3	Lakeside Commuter	283												283	127	156	122.83%	157	126	80.25%
4	Essex Center	1,544												1,544	1,207	337	27.92%	1,382	162	11.72%
5	Pine Street	8,405												8,405	8,708	-303	-3.48%	8,605	-200	-2.32%
6	Shelburne Rd.	19,094												19,094	19,641	-547	-2.78%	19,310	-216	-1.12%
7	North Avenue	18,148												18,148	17,665	483	2.73%	17,391	757	4.35%
8	City Loop	4,202												4,202	4,638	-436	-9.40%	5,044	-842	-16.69%
9	Riverside/Winooski	9,534												9,534	8,808	726	8.24%	9,499	35	0.37%
11	College Street Shuttle	16,073												16,073	16,832	-759	-4.51%	19,679	-3,606	-18.32%
12	UMall/Airport	5,989												5,989	4,466	1,523	34.10%	5,833	156	2.67%
16	Hannaford's	210												210	108	102	94.44%	198	12	6.06%
19	Price Chopper #1	157												157	200	-43	-21.50%	264	-107	-40.53%
20	Price Chopper #2	103												103	98	5	5.10%	150	-47	-31.33%
21	School Trippers	37												37	0	37	#DIV/0!	0	37	0.00%
18	Sunday Service	735												735	495	240	48.48%	590	145	24.58%
26	Other	4,286												4,286	7,856	-3,570	-45.44%	7,674	-3,388	-44.15%
56	Milton Commuter	1,558												1,558	1,120	438	39.11%	1,247	311	24.94%
76	Middlebury Link	1,321												1,321	1,010	311	30.79%	1,056	265	25.09%
86	Montpelier Link	10,015												10,015	8,545	1,470	17.20%	9,478	537	5.67%
96	St. Albans Link	1,231												1,231	1,172	59	5.03%	1,233	-2	-0.16%
46	116 Commuter	353												353	277	76	27.44%	282	71	25.18%
36	Jeffersonville Commuter	580												580	716	-136	-18.99%	643	-63	-9.80%
	<b>SUBTOTAL</b>	<b>171,979</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>171,979</b>	<b>170,797</b>	<b>1,182</b>	<b>0.69%</b>	<b>178,603</b>	<b>-6,624</b>	<b>-3.71%</b>
	Local	156,921	0	0	0	0	0	0	0	0	0	0	0	156,921	157,957	-1,036	-0.66%	164,664	-7,743	-4.70%
	Commuter	2,491	0	0	0	0	0	0	0	0	0	0	0	2,491	2,113	378	17.89%	2,172	319	14.69%
	LINK	12,567	0	0	0	0	0	0	0	0	0	0	0	12,567	10,727	1,840	17.15%	11,767	800	6.80%
		171,979	0	0	0	0	0	0	0	0	0	0	0	171,979	170,797	1,182	0.69%	178,603	-6,624	-3.71%