



**Board Meeting Minutes**  
**Tuesday, August 20, 2019 at 7:30 a.m. GMT Board Room**  
**101 Queen City Park Road, Burlington VT 05401**

**Present:**

Commissioner Chittenden  
Commissioner Waninger  
Commissioner Kaynor  
Commissioner Krohn  
Commissioner Davis  
Commissioner Pouech  
Commissioner Buermann  
Commissioner Sharrow  
Commissioner Bohne  
Commissioner Wallis (phone)  
Alt. Commissioner Brewer

Trish Redalieu, Human Resources Director  
Nick Foss, Director of Finance  
Kim Wall, Grants Manager  
Debbie Coppola, Senior Accountant  
Jamie Smith, Director of Marketing and Planning  
Jordan Posner, Manager of Paratransit and Brokered Services  
Milia Bell, Marketing Coordinator  
Matthew Young, HR Coordinator  
Ross McDonald, VTrans  
Margaret Roddy, Public

1. Meeting started at 7:32 a.m.
2. Adjustment of the Agenda – There were no adjustments to the agenda
3. Public Comment – Mrs. Roddy addressed the Board with concerns with the Purple Line as well as the Middlebury Link not following the scheduled time points published in the schedule. Mrs. Roddy also expressed concerns with one of GMT's drivers not picking her up on three occasions.

Commissioner Kaynor entered at 7:33 a.m.



Chair Chittenden stated that he would reach out to Mrs. Roddy and that he would look into this situation and report back to the Board. Chair Chittenden also stated that he would like to have Mrs. Roddy participate on a Driver Experience Committee.

Vice Chair Waninger entered at 7:48 a.m.

Introductions of new Commissioners and staff

4. Consent Agenda- Vice Chair Waninger and Commissioner Kaynor suggested two changes to the July 8th meeting minutes. Commissioner Bohne suggested a change to the May minutes. A motion was made to approve the May, July 8<sup>th</sup> and July 16<sup>th</sup> minutes with changes by Vice Chair Waninger, the motion was seconded by Commissioner Buermann. All were in favor, and the minutes were adopted with changes.
5. State Grant Agreement Award – Mr. Foss reviewed the State Grant Agreement Award that was included in the August board packet with the Board.

There was discussion on the State Grant Agreement Award.

Commissioner Pouech requested that a memo be brought to the Board on GMT's finances.

Mr. Foss stated that he would bring the FY20 budget adjustment to the Board for review at the October 2019 Board Meeting.

6. Route 14 Service update – Mrs. Smith informed the Board that RCT will be providing both legs of this service to and from Hardwick and Barre. This was recommended by VTrans.

Vice Chair Waninger stated that RCT has a different funding model than GMT.

Chair Chittenden suggested that staff compare our funding model to other agencies in the state and create report for the Board.

7. ADA Telephone Survey - Mr. Posner presented the results of the 2019 ADA Customer Service Survey to the Board.

There was discussion on the survey.



Commissioner Krohn exited at 9:02 a.m.

8. Micro-transit Presentation – Mr. McDonald presented the Micro-transit presentation to the Committee.

Mr. McDonald stated that VTrans submitted a grant proposal for \$912,912.00 annually, for a two-year pilot. If this grant is not awarded, it will potentially be funded through up to the state budget process to see if this pilot becomes a priority for 2020 transit program.

There was discussion on the presentation.

9. GM Hiring Process – Vice Chair Waninger informed the Board the GM Selection Committee has been established by Chair Chittenden and met on August 14<sup>th</sup> 2019.

Vice Chair Waninger brought two recommendations to the Board from the Committee as follows:

1<sup>st</sup> – Recommend the Board hire an outside search firm to recruit candidates for the General Manager position. The Committee will draft a proposal for this and the cost is estimated to be in the \$4,000.00 - \$6,000.00 range.

2<sup>nd</sup> – Recommend surveying stakeholders to see what they are looking for in a General Manager.

There was discussion on the GM hiring process.

Commissioner Buermann made a motion to authorize the Board Chair to move forward with selecting an outside recruiting firm and allowing the Chair to sign a contract with the firm with cost not to exceed \$8,000.00. The motion was seconded by Commissioner Pouech. All were in favor and the motion passed as presented.

#### 10. Committee Reports-

Leadership Committee – Commissioner Chittenden stated that everything that was discussed at the Leadership meeting has been discussed in today's meeting. The Next Leadership Committee Meeting date is September 9, 2019 at 10:30 a.m.



Strategy Committee – Commissioner Buermann informed the Board that there was discussion on the delivery of two electric buses from Proterra around the end of October 2019. He stated there was also some discussion on applying for VW settlement funds. The next Strategy Committee Meeting date is September 9, 2019 at 8:30 a.m.

Finance Committee – Commissioner Bohne stated that finance discussed having a revised FY20 budget for the October 2019 Board Meeting. The next Finance Committee Meeting date is September 10, 2019 at 8:30 a.m.

Operations Committee: Commissioner Sharrow informed the Board that the Committee had an energy efficiency presentation by the Energy Efficiency Intern Katey. He stated that there was also discussion on the Swiftly app. The next Operations Committee Meeting date is September 9, 2019 at 9:30 a.m.

Commissioner comments: Commissioner Kaynor expressed the view that although the electric buses were purchased as a pilot, electrification of the fleet should be a long term goal and we should view the pilot not as WHETHER to electrify, but HOW TO ADAPT to electrification. After discussion, he suggested this be incorporated in the Strategic Goals that will be worked on this Fall.

Commissioner Buermann exited at 9:31 a.m.

11. Adjourn- Commissioner Sharrow made a motion to adjourn, Commissioner Wallis seconded the motion. All were in favor, and the meeting adjourned at 9:35 a.m.