

Green Mountain Transit Board Minutes

Date: October 17th, 2017

Time: 7:30 am

Place: GMT Board Room

15 Industrial Parkway, Burlington, VT 05401

Present:

Chapin Kaynor, Chair, Williston

Tom Chittenden, Vice Chair, South Burlington

Denis Barton, Secretary, Shelburne

Catherine Dimitruk, Treasurer, Franklin County (via Phone)

John Sharrow, Commissioner, Milton

Chapin Spencer, Commissioner, Burlington

Robert Moore, Commissioner, Lamoille County (via Phone)

Bob Buermann, Commissioner, Grand Isle County

Phil Pouech, Commissioner, Hinesburg

Bonnie Waninger, Commissioner, Washington County

Amy Brewer, Alt. Commissioner, Williston

Mark A. Sousa, General Manager

Trish Redalieu, Director of Human Resources

Bob Young, Director of Operations

Jon Moore, Director of Maintenance and Planning

Michelle Daley, Director of Finance

Jamie Smith, Marketing and Public Affairs Manager

David Armstrong, Planning Manager

Jordan Nelle, Controller

Jordan Posner, MPA

Alain Hirsch, Transit Planner

Alma Hebib, Executive Assistant

Members of the Public:

Ross McDonald, VTrans

Not Present:

Raghu Acharya, Commissioner, Winooski

Katherine Miles, Commissioner, Burlington

1. Open Meeting

Chair Kaynor opened the meeting at 7:33 am. A quorum of the Board was present.

2. Adjustment on the Agenda

The Board requested to review the APTA Exposition discussion after the consent agenda. This was added as item 5 to the Agenda

3. Public Comment

No public comment.

Commissioner Spencer entered at 7:40 am.

4. Consent Agenda

Chairman Kaynor made a motion to hold the minutes from the Consent Agenda and was seconded by Commissioner Buermann. All were in favor and the minutes were held from the Consent Agenda. The Board discussed grammatical errors in the minutes and with those changes, a motion to approve the Consent Agenda was made by Vice Chair Chittenden and seconded by Commissioner Waninger. All were in favor and the Consent Agenda was approved with the changes made to the minutes.

5. APTA Expo Discussion

The Board and staff presented information gathered from the APTA Exposition that was held last week in Atlanta, GA. There were over 13,000 attendees and over 1,000 vendors. The Board and staff reviewed new funding methods, overall system improvements and important transit information, etc. that was discussed at the APTA Exposition.

6. NextGen Update

Mr. Moore, Director of Maintenance discussed NextGen updates with the Board. He reviewed the work of the consultant team, Nelson Nygaard and how they have gathered useful data. By doing this NextGen project, and new recommendations for future plans. There was also a brief discussion on scenarios, improving service, increasing revenue, and building up ridership. The NextGen project is moving forward with plans to review service gap analysis, ridership analysis and developing a transit development plan that will be more long term.

7. Capital Shuttle Increase

After discussion with the Board, the Capital Shuttle increase is not an action item. There was a review of the FTA regulations. GMT is not violating any charters.

8. Stowe Service Increase

After reanalyzing policies, there was a determination that changes in Stowe and Capital Shuttle services will not be necessitate public hearings. Mr. Moore discussed improving and expanding services in Stowe, He is working with Stowe officials to determine the nextg steps for scheduling changes.

9. Sugarbush Service Update

The Board discussed the new adaptations for the Sugarbush Service Update, this includes:

1. The Montepplier to Sugarbush- Service will be stopped.
2. The loop around Rt 17 (Waitsfield to Sugerbush) will have a route change.

Commissioner Sharrow made a motion to approve the new adaptation: Secretary Barton seconded and the changes were approved.

10. Strategic Goals

Secretary Barton discussed the new draft of the Strategic Goals with the Board. He requested feedback from the Board on the goals and objectives and possible modifications.

11. GM & Committee Reports

The Finance Committee met. Discussed the annual audit and reviewed financial statements from FY17 and FY18. There was also a brief discussion of the FY19 funding plan. The Board will receive drafts of the final audit in December.

The Leadership Committee met and discussed the APTA Exposition, the strategic plan and Board Survey. Chairman Kaynor stated that he has received 14 out of 20 surveys and will work with the Board to receive feedback from the rest of the surveys that need completion.

The Operations Committee met in September. There was a discussion of the performance improvement plan, including HR, Safety, Operations and Maintenance sections of the PIP. Mr. Sousa discussed training methods in use for drivers and maintenance employees and how that is helping with job performance. There was also a brief discussion on energy efficiency and ways we can research the data from our buses and methods to be more energy efficient.

The Strategy Committee has not met since the last Board meeting.

12. Adjourn

Chair Kaynor made a motion to adjourn and was seconded by Commissioner Waninger. All were in favor and the meeting adjourned at 9:53 am.

Respectfully Submitted,

Denis Barton, Secretary