



1 **Green Mountain Transit Board of Commissioners Meeting**
2 **May 17, 2022 - 7:30 a.m.**
3 **101 Queen City Road, Burlington VT 05401**
4

5 *The mission of GMT is to promote and operate safe, convenient, accessible,*
6 *innovative, and sustainable public transportation services in northwest and*
7 *central Vermont that reduce congestion and pollution, encourage transit-*
8 *oriented development, and enhance the quality of life for all.*
9

10 **Present:**

11 Jon Moore, General Manager
12 Connie Englert, Director of Transportation
13 Stephanie Reid, Director of Human Resources
14 Commissioner Dennis Barton, Shelburne
15 Zachary Davidson, Customer Service Representative
16 Commissioner John Sharrow, Milton
17 Commissioner Phil Pouech, Hinesburg
18 Commissioner Austin Davis, Winooski
19 Commissioner Paul Bohne, Essex
20 Debbie Coppola, Senior Accountant
21 Commissioner Bonnie Waninger, Washington County
22 Nick Foss, Director of Finance
23 Pam McDonald, Accounting Coordinator
24 Commissioner Amy Brewer, Williston
25 Commissioner Chapin Spencer, Burlington
26 Alternate Commissioner Marcie Gallagher, Burlington
27 Commissioner Tasha Wallis, Lamoille County
28 Matthew Kimball, Grants and Capital Projects Manager
29 Alternate Commissioner Chapin Kaynor, Williston
30 Commissioner Catherine Dimitruk, Franklin County
31 Jamie Smith, Director of Marketing and Planning
32 Commissioner Matt Cota, South Burlington
33 Ross MacDonald, VTrans
34 Jack Lyons, VT Digger

35
36 **Open Meeting:**

37 Chair Waninger opened the meeting at 7:33AM. Chair Waninger asked folks
38 to do a round of introductions for the new Board members and members of
39 the public present.
40



41 **Adjustment of the Agenda:**

42 None

43

44 **Public Comment**

45 None

46

47 **Consent Agenda (Action Item)**

48 Commissioner Bohne made a motion to approve the consent agenda,
49 Commissioner Davis seconded. Alternate Commissioner Kaynor made a note
50 that there is one mistake in the minutes, and asked that “alternate” be
51 added to Commissioner Kaynor's name. All were in favor and the motion
52 carried.

53

54 **VTrans Update**

55 Ross MacDonald gave a VTrans update on the following:

56

57 Legislative Session funding for fare free service. VTrans recognizes that the
58 funding and fare free service may not be sustainable, but VTrans does their
59 best to make the current year work. VTrans has been working with staff to
60 actual award for FY23. VTrans has a \$44M budget and the total request from
61 transit properties was close to \$53M.

62

63 There are \$1M in the Transportation bill for microtransit services, state funds,
64 which will allow VTrans to provide the local match for the microtransit services
65 across the state.

66

67 Ross MacDonald updated the GMT Board that Tim Bradshaw will take over as
68 GMT's transportation coordinator in the new Fiscal Year.

69

70 Ross MacDonald requested a copy of the upcoming microtransit
71 presentation from staff.

72

73 **Town of Shelburne Commissioner Introduction**

74 Chair Waninger asked Denis Barton to give an introduction of who Denis
75 Barton is and his interest in GMT. Commissioner Barton gave an overview of
76 his experience with public service and history with GMT.

77

78 **GMT Director of Human Resources Introduction**

79 GM Moore gave an introduction of Stephanie Reid. Director Reid gave an



80 overview of her human resources experience. Director Reid noted
81 excitement to bring stability to the organization.

82
83 Chair Waninger welcomed Director Reid. Commissioner Spencer added that
84 Director Reid will be an amazing addition to the team and noted that, when
85 with the city, Director Reid was great at working with management and with
86 employees on the front lines. This will serve GMT well and will help build a
87 brighter future.

88

89 **General Manager Report – Updates and Opportunity for Questions on the** 90 **Report**

91 GM Moore gave an update on the following:

- 92 • JEDI workshop training. GM Moore and Director Reid will begin
93 scheduling sessions and will provide more information on the schedule.
- 94 • Fuel prices are becoming crippling, but staff is looking into a monthly
95 fixed price contract. GMT paid \$40K for fuel last week, which is
96 significantly higher than budgeted pricing.

97

98 **Board Committee Reports**

99 Operations Committee: Commissioner Sharrow reported the committee did
100 not meet this month.

101

102 Strategy Committee: Alternate Commissioner Gallagher reported that the
103 committee discussed fare free cost analysis for commuter and LINK Express
104 services. Commissioner Pouech reported that the committee discuss seeking
105 alternate funding sources and a path to bring those sources to the legislature
106 in the coming years.

107

108 Finance Committee: Commissioner Bohne reported that the committee
109 discussed the three items that are on today's agenda.

110

111 JEDI Committee: GM Moore reported that the JEDI Committee discussed
112 Director Smith's presentation to the National Federation of the Blind of
113 Vermont and Talitha Consults conducted an interesting communication style
114 assessment, and there was a discussion of the fare reinstatement policy.

115

116 Leadership Committee: Chair Waninger reported that the committee
117 discussed the CCRPC Transit Financing Study and how to move a sustainable
118 funding source forward, as well as, Board elections which will be discussed in
119 the next agenda item.



120

121 **Election of Board Officers Discussion**

122 Chair Waninger discussed the Leadership Committee's role in board
123 elections and asked if there were any nominations for the slate of officers?
124 Chair Waninger asked that any interested parties should reach out.

125

126 **GMT Investment Policy Update (Action Item)**

127 Director Foss gave an update of the GMT Investment Policy. There were four
128 changes to the policy, including:

- 129 1. The addition of a fourth investment objective
- 130 2. Name change from CCTA to GMT
- 131 3. Replaced the title of Controller with Director of Finance
- 132 4. Update to the collateralization section after a review with GMT's
133 banker.

134

135 Director Foss noted that Finance Committee recommended approval of the
136 updates.

137

138 Commissioner Brewer made a motion to approve, Commissioner Pouech
139 seconded. Commissioner Spencer thanked Director Foss and asked that the
140 updated policy be posted on the website. All were in favor and the motion
141 carried.

142

143 **Fiscal Year 2023 Urban Fare Collection Policy (Action Item)**

144 GM Moore gave an update on the memo included in the packet. GMT has
145 been fare free since March 2020, and replacement fare revenue has been
146 covered by COVID relief funds. The FY23 budget included fare resumption in
147 the approved budget for the urban system, and the State of Vermont and
148 VTrans covered fares in rural. The Transportation bill has been passed by
149 house and senate, which includes funding for fare free service on urban local
150 routes and restoring temporary service reductions.

151

152 The Leadership team discussed the juxtaposition between GMT's public
153 message that GMT is trying to find as much non-federal match as possible,
154 and the reality that the LINK Express and Local Commuter routes would
155 generate a fairly low amount of revenue. but holistically the revenue
156 generated from LINK and Local Commuter routes would be fairly low. GM
157 Moore outlined a number of cost benefit items outlined in the board packet
158 memo and the impacts of resuming fares on some routes. The staff



159 recommendation is to remain fare free on LINK Express and Local Commuter
160 routes for FY23.

161

162 Commissioner Bohne noted that the Finance Committee supports the staff
163 recommendation and noted that this will also have a positive impact on
164 morale. GM Moore noted that the union has vocalized support to remain
165 fare free.

166

167 Commissioner Spencer express appreciation for the staff recommendation
168 but asked GM Moore to summarize the financial implications. GM Moore
169 noted that the budget is generally in good shape for FY23 due to unspent
170 COVID relief funds, but with the rising cost of fuel, FY24 is looking more
171 concerning. Staff is projecting a \$750k local fund deficit. The message to the
172 legislature was clear that FY24 and beyond would be a struggle financially,
173 but the message was that the funding was meant for FY23. VTrans and the
174 Legislature are aware that this makes it difficult for FY24. Commissioner
175 Spencer asked if conversations were happening with Unlimited Access
176 partners? GM Moore said that staff has been meeting with CATMA and we
177 issued a proposal for an annual contribution, determined by our fare policy,
178 and we expect to hear back this week.

179

180 Commissioner Sharrow expressed concern noting that pre-COVID GMT was in
181 financial trouble, FY24 will be worse.

182

183 Alternate Commissioner Gallagher expressed strong support for this
184 recommendation as a ridership booster, and recommended a new
185 campaign stacking the levels of convenience.

186

187 Commissioner Davis made a motion to adopt the staff recommendation to
188 remain zero fare on all routes in FY23, Commissioner Pouech seconded.
189 Commissioner Barton asked GM Moore to summarize what the motion should
190 be and the term for this fare free policy. GM Moore said the staff
191 recommendation is to remain fare free on all routes, for all of FY23, and
192 resume a conversation on fares with FY24 budget development. All were in
193 favor and the motion carried.

194

195 **Fiscal Year 2023 State Grant Application (Action Item)**

196 Director Foss presented the budget sheets for urban and rural outlining the
197 state grant application requests. Commissioner Barton asked how the transit
198 rate is calculated? Director Foss said the rate is calculated using all allowable



199 expenses divided by the scheduled payroll hours and doesn't include any
200 capital. It's truly an operating cost.

201

202 Zack Davidson asked if GMT accepted donations from riders? GM Moore
203 noted we can accept them, but we don't budget for them.

204

205 Director Smith gave an overview of three planning projects, including:

206

207 • Expanded service on the Mountain Road Shuttle. Stowe Mountain
208 Road approached GMT for an expanded service quote for the
209 2022/23 ski season. Director Smith noted that the proposal for new
210 service included a 50% local match for the additional service, as well
211 as a capital contribution for additional vehicles.

211

212 • The second project is related to the MyRide microtransit pilot in
213 Montpelier. After the 1.5 years of operation, GMT conducted a service
214 review of the pilot, which indicated that some changes may be
215 necessary to make the service more efficient. One suggestion was a
216 possible reinstatement of fixed route bus service to the hospital hill
217 area. GMT is seeking funding to explore options to bring back the
218 Montpelier Hospital Hill route, with the understanding that some
219 passengers don't have reliable access to technology.

219

220 • The third project is an expansion of MyRide on-demand service in
221 Barre. After our experience with the Montpelier pilot, GMT is
222 recommending that a Barre service be a supplement to the fixed route
223 service. A microtransit feasibility study was conducted through
224 VPTA/VTrans to determine a level of service that would meet the needs
225 of Barre residents, including access to medical and grocery shopping,
226 as well as expanding to an unserved housing location in lower
227 Websterville. GMT staff indicated that the conversation to expand
228 service with CVMC has been in front of the board several times.

228

229 Commissioner Dimitruk asked for clarification on the Mountain Road Shuttle
230 expansion, noting that public funding was being used to expand service to a
231 private organization because they were going to be generating revenue
232 from a parking program and increasing demands for public transportation.

233

234 Director Smith noted the specific ask includes a 50% local match for the
235 expanded service and a capital contribution, increasing the local
236 contribution from \$47k to \$347k. Commissioner Dimitruk asked that through
237 the remainder of the presentation staff note if we ran these service proposals
238 through the JEDI reflective questions regarding equity.

238



239 Chair Waninger asked for clarification on the Montpelier and Barre projects; is
240 the intent to offer both fixed route and on-demand service? Director Smith
241 noted that there would be both services operating in conjunction.

242

243 Commissioner Bohne made a motion to approve the state grant application
244 and step one of the New Service Planning Policy, approval to seek funds, for
245 the expansion of the Stowe Mountain Road Shuttle, Montpelier Hospital Hill,
246 and Barre Microtransit services, Commissioner Davis seconded.

247

248 Commissioner Dimitruk asked staff to discuss how these services were
249 prioritized over other services that have been identified for improvement,
250 such as the commuter service in Richford. Director Smith noted that these
251 services were prioritized because funding was available for them. Chair
252 Waninger asked Strategy Committee's role in determining service priorities.
253 Director Smith noted that the Strategy Committee received the same
254 presentation on services and Commissioner Pouech noted that Strategy
255 Committee recommended these services for prioritization.

256

257 Commissioner Spencer asked the timeliness of this vote, noting that the
258 process for committees bringing forward recommendations on service
259 priorities seems like a potential failing of our own policy of how to prioritize
260 services. There are a lot of questions on prioritization, and Commissioner
261 Spencer expressed concern on voting on items that would affect the long-
262 term financial commitment of the authority at this time. GM Moore noted
263 that this is time sensitive because we have applied for the funds, we haven't
264 been awarded these funds so we have the ability to withdraw the
265 application. In terms of the Stowe expansion, we had a business approach us
266 with funding for that service and staff saw this as an opportunity to maximize
267 the investment in transit. GM Moore noted that, as presented in the VTrans
268 report, there are dedicated funds for microtransit services which would fund
269 the Montpelier and Barre services.

270

271 Commissioner Bohne noted that staff is working on a Transit Strategic Plan
272 which would give some future opportunity for the Board to assist in setting
273 some prioritization. Commissioner Dimitruk similar discomfort in voting on
274 these priorities and didn't think that the funding should be withdrawn.
275 Commissioner Dimitruk expressed that in the future this process could be
276 better.

277

278 After a vote of the Board of Commissioners, the following votes were tallied.



279 Commissioner Pouech: yes
280 Commissioner Spencer: yes
281 Commissioner Brewer: yes
282 Commissioner Sharrow: yes
283 Commissioner Dimitruk: no
284 Commissioner Barton: yes
285 Commissioner Davis: yes
286 Alternate Commissioner Gallagher: yes
287 Commissioner Bohne: (was on virtually, and did not vote)
288 Commissioner Wallis: yes
289 Chair Waninger: yes, and expressed desire for a prioritization process.
290
291 The motion carried.

292

293 **MyRide Pilot Project Report Presentation**

294 Director Smith gave a Spring service overview of the MyRide by GMT service,
295 including some improvements to the technology in the coming weeks.

296

297 Commissioner Barton asked if we would be bumping into capacity issues in
298 the future given the increases in ridership. Director Smith noted no, not at this
299 time.

300

301 Commissioner Brewer noted that this service presentation was interesting and
302 asked that these presentations go before service decision agenda items.

303

304 **General Commissioner Comments**

305 Chair Waninger asked Board Commissioners to be on the lookout for the
306 Board self-evaluation before the next meeting.

307

308 **Adjourn**

309 Commissioner Spencer made a motion to adjourn, Commissioner Sharrow
310 seconded. All were in favor and the motion carried. The meeting adjourned
311 at 9:30AM.