



1 **Green Mountain Transit Board of Commissioners Meeting Minutes**

2 **July 19, 2022 - 7:30 a.m.**

3 **101 Queen City Road, Burlington VT 05401**

4 **This meeting was hybrid; in-person and zoom**

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6 *The mission of GMT is to promote and operate safe, convenient, accessible,*
7 *innovative, and sustainable public transportation services in northwest and*
8 *central Vermont that reduce congestion and pollution, encourage transit-*
9 *oriented development, and enhance the quality of life for all.*
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11

12 **Present:**

13 Commissioner Denis Barton, Shelburne
14 Commissioner Bonnie Waninger, Washington County
15 Commissioner Paul Bohne, Essex
16 Alternate Commissioner Tom Derenthal, Burlington
17 Commissioner Chapin Spencer, Burlington
18 Alternate Commissioner Chapin Kaynor, Williston
19 Commissioner Amy Brewer, Williston
20 Commissioner Austin Davis, Winooski
21 Commissioner Catherine Dimitruk, Franklin County
22 Alternate Commissioner Marcie Gallagher, Burlington
23 Commissioner Matt Cota, South Burlington
24 Commissioner Tasha Wallis, Lamoille County
25 Jon Moore, General Manager
26 Jamie Smith, Director of Marketing and Planning
27 Pam McDonald, Accounting Coordinator
28 Connie Englert, Director of Transportation
29 Ashley LaBombard, Marketing Coordinator
30 Matt Kimball, Grants and Capital Projects Manager
31 Nick Foss, Director of Finance
32 Stephanie Reid, Director of Human Resources
33 Tim Bradshaw, VTrans
34 Ryan Thornton, Member of the Public

35

36 **Open Meeting**

37 Chair Waninger opened the meeting at 7:30AM

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39 **Adjustment of the Agenda**

40 None



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42 **Public Comment**

43 None

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45 **Consent Agenda (Action Item)**

46 Alternate Commissioner Kaynor made a motion to approve the consent
47 agenda with an identified edit to line 210 in the previous month's minutes,
48 Commissioner Dimitruk seconded. All were in favor and the motion carried.

49

50 **VTrans Update**

51 Tim Bradshaw asked GM Moore about a difficult turn that drivers are having
52 to make on East Avenue in Burlington due to UVM Medical Center
53 Construction and asked if staff had an indication of when that construction
54 will be complete? GM Moore said that GMT is anticipating that late August
55 we should be able to access Mary Fletcher Drive.

56

57 VTrans was appreciative of staff's time to get them access to grant data and
58 access to Trams.

59

60 Tim Bradshaw thanked staff for continued updates on staffing levels and for
61 their work with Capstone on the Mobility for All project.

62

63 VTrans continues work on the state grant awards and a marketing campaign
64 for recruitment of volunteer drivers. Alternate Commissioner Derenthal asked
65 if Volunteer Drivers received incentives to use electric vehicles. Tim Bradshaw
66 noted that Volunteer Drivers use their own vehicles, and those drivers would
67 be subject to electric vehicles incentives, but those are not provided by the
68 VTrans.

69

70 **General Manager Report – Updates and Opportunity for Questions on the**
71 **Report**

72 GM Moore gave an update on the upcoming triennial review. Auditors for
73 the review will be on-site beginning August 3, 2022.

74

75 GM Moore updated the board on the temporary service reductions in
76 Washington County, noting that the changes went into effect on July 18,
77 2022.

78

79 GM Moore updated the board on the status of urban dropped runs. GM
80 Moore noted that the cause for dropping runs is largely fleet availability.



81 Director Englert noted that vehicle AC malfunction is one issue that is causing
82 the fleet to be out of service. GM Moore noted that GMT received delivery of
83 new vehicles in June and staff is working to get those buses on the road.

84
85 GM Moore updated the Board of Commissioners that the process to finalize a
86 subrecipient agreement with Community Rides Vermont is still on-going and
87 staff will continue to bring updates to the Board.

88

89 **Board Committee Reports**

90 Finance: Commissioner Bohne reported that budget estimates for FY24 would
91 come to the full Board in two months. Commissioner Bohne said that early
92 projections indicate some tough decisions that will need to be made in FY24.
93 Commissioner Wallis asked if the new interim GM would need to make tough
94 decisions? Commissioner Bohne said yes.

95

96 Leadership: Chair Waninger reported that Leadership met twice regarding
97 items on the agenda today, mainly the GM transition and Board elections.

98

99 The JEDI, Strategy, and Operations committees did not meet.

100

101 **Election of Board Officers (Action Item)**

102 Chair Waninger presented the nominations for the board:

- 103 • Chair: Austin Davis
- 104 • Vice-Chair: Amy Brewer
- 105 • Treasurer: Paul Bohne
- 106 • Secretary: Phil Pouech

107

108 Commissioner Dimitruk made a motion to accept the nominations as
109 presented, Commissioner Wallis seconded. All were in favor and the motion
110 carried.

111

112 Commissioner Waninger turned the leadership of the meeting over to newly
113 appointed Chair, Commissioner Davis.

114

115 Chair Davis expressed appreciation for Commissioner Waninger's service to
116 the GMT Board as Chair and for continued leadership over the years.

117

118 **Open Meeting Law Resolution (Action Item)**



119 GM Moore said this resolution is meant to keep GMT in compliance with the
120 Open Meeting Law for Vermont, and notes our meeting date, location and
121 time of each meeting.

122

123 Commissioner Bohne made a motion to approve the Open Meeting Law
124 Resolution as presented in the Board packet, Commissioner Waninger
125 seconded. All were in favor and the motion carried.

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127 **Transit Bus Contract Award (Action Item)**

128 GM Moore gave an update on the transit bus contract, noting that our
129 purchasing policy states that any contract over \$100,000 requires Board
130 approval through a motion to approve that the General Manager award
131 that contract, and gives authorization for the GM to approve purchases off
132 that contract. GM Moore said this bus contract award is a piggyback
133 contract through an agency with transit agencies in Massachusetts, which
134 gives GMT the authority to obtain six vehicles off of their contract with New
135 Flyer Industries.

136

137 Alternate Commissioner Kaynor asked if we have the option to switch from
138 diesel to electric down the road? GM Moore said not under this contract, but
139 we have a grant application in for electric vehicles.

140

141 Commissioner Bohne made a motion to approve the General Manager to
142 enter into a contract with New Flyer Industries in the amount of \$3,660,000.00
143 for the purchase of six heavy duty transit buses in accordance with GMT's
144 purchasing policy, Commissioner Dimitruk seconded. Commissioner Bohne
145 congratulated staff on entering into this type of contract and noted the
146 benefits down the road. GM Moore noted that we entered into a similar
147 contract in 2013 for the MCI buses and expressed that this type of
148 arrangement saves staff a fair amount of procurement work. All were in favor
149 and the motion carried.

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151 **GMT Retirement Plan Update (Action Item)**

152 Director Foss gave an update on the change to the retirement plan, which
153 allows for ROTH contributions to our current plan. Director Foss said the
154 Retirement Committee voted to support this change in May, and this allows
155 GMT to have more retirement options in our current plan. Chair Davis noted
156 that the Retirement Committee felt this would be an option that would help
157 us recruit and maintain drivers at GMT.

158



159 Commissioner Waninger made a motion to approve the amendment to the
160 GMT 457 salary deferral plan to allow for the inclusion of ROTH contributions,
161 Alternate Commissioner Gallagher seconded. All were in favor and the
162 motion carried.

163

164 **Possible Executive Session: 1 VSA 313(a)(3), Personnel**

165 Commissioner Spencer made a motion to enter executive session pursuant to
166 1 VSA 313(a)(3) to discuss a personal matter inviting the General Manager,
167 Jon Moore and the Director of Human Resources, Stephanie Reid,
168 Commissioner Bohne seconded. All were in favor and the motion carried.

169

170 The Board of Commissioners entered executive session at 8:08AM.

171

172 Commissioner Waninger made a motion to exit executive session at 8:37AM,
173 Commissioner Spencer seconded. All were in favor and the motion carried.
174 No action was taken at that time.

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176 Commissioner Dimitruk made a motion to follow the following actions, as
177 outlined by former Chair Waninger in a memo from July 16, 2022, to

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- hire an interim General Manager for up to six months
- initiate a hiring process for a new General Manager
- continue the current General Manager's services through
October 31, 2022 with the agreement that the General Manager
could provide a minimum two week notice after September 15,
2022

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184 Commissioner Brewer seconded. All were in favor and the motion carried.

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186 **General Commissioner Comments**

187 Alternate Commissioner Kaynor noted that he never votes when
188 Commissioner Brewer is present. Commissioner Brewer and Alternate
189 Commissioner Kaynor has spoken to the Williston Energy Committee and
190 Planning Commission on interest to have a feasibility study for microtransit.
191 Those groups will be submitting a letter of interest.

192

193 Commissioner Dimitruk passed on a comment from a local student who
194 indicated that fare free service is the only way that they are able to get
195 around and have access to employment opportunities, and it's a game
196 changer. Commissioner Dimitruk noted that the Board often talks about the
197 budget impacts of fare free, but the individual impact is important as well.

198



199 Commissioner Spencer asked for an update at the next meeting on efforts to
200 relaunch the conversation on regional funding, noting the next legislative
201 session will be here before we know it. In order to support the new GM, the
202 Board will need to discuss how to resource that study and what committee
203 should focus efforts to move it forward. Commissioner Wallis also noted that
204 there will likely be a whole new slate of Legislators, and it's important to
205 discuss strategy and the role of the Board in contacting those Legislators. GM
206 Moore offered that CCRPC and VPTA would be avenues for support to move
207 this project forward.

208

209 **Adjourn**

210 Chair Davis reminded the Board that there will be an August Board meeting
211 this year.

212

213 Commissioner Bohne made a motion to adjourn, Commissioner Waninger
214 seconded. All were in favor and the motion carried. The meeting adjourned
215 at 8:44AM.