



1           **Green Mountain Transit Board of Commissioners Meeting Minutes**  
2                                   **November 12, 2024 – 7:30 a.m.**  
3                                   **101 Queen City Road, Burlington VT 05401**

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

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11   **Present:**

12   Commissioner Tasha Wallis, Lamoille County  
13   Commissioner Henry Bonges, Milton  
14   Commissioner Bob Buermann, Grand Isle County  
15   Commissioner Amy Brewer, Williston  
16   Commissioner Paul Bohne, Essex  
17   Commissioner Catherine Dimitruk, Franklin County  
18   Commissioner Susan Grasso, Shelburne  
19   Commissioner Chapin Spencer, Burlington  
20   Commissioner Austin Davis, Winooski  
21   Commissioner Amy Brewer, Williston  
22   Commissioner Andrea Suozzo, Burlington  
23   Commissioner Christian Meyer, Washington County  
24   Commissioner Michael Scanlan, South Burlington  
25   Alt. Commissioner Will Anderson, Burlington  
26   Alt. Commissioner Judy Rosenstreich, Shelburne  
27   Alt. Commissioner Alec Jones, Lamoille County  
28   Alt. Commissioner Chapin Kaynor, Williston  
29   Alt. Commissioner Kyle Grenier, Grand Isle County  
30   Kelly Bean, Accounting Clerk  
31   Jon Moore, Assistant General Manager  
32   Chris Damiani, Director of Planning  
33   Jamie Smith, Director of Rider Experience  
34   Stephanie Reid, Director of Human Resources  
35   Tammy Masse, Controller  
36   Clayton Clark, General Manager  
37   Tim Bradshaw, Director of Grants  
38   Connor Smith, Capital Projects Manager  
39   Kim Smith, Staff Accounting  
40   Nick Foss, Director of Finance  
41   Matt Kimball, Director of Transit Infrastructure



42 Erika Osorio, Transit Data Analyst  
43 Monica White, Director of Central VT Services  
44 Ross MacDonald, VTrans  
45 Shaun Robinson, VT Digger  
46 Sam Heinrichs, UVM

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48

49 **Meeting Called to Order**

50 Chair Brewer opened the meeting at 7:31 AM.

51

52 **Adjustment to the Agenda**

53 Clayton asked for action on special assessment as the new item 11.

54

55 **Public Comment**

56 Chapin Kaynor thanked GMT staff for removing the old GMT shelter pad in  
57 Williston.

58

59 **Consent Agenda**

60 Commissioner Dimitruk made a motion to approve the consent agenda and  
61 Commissioner Scanlan seconded. All were in favor and the motion carried.

62

63 **Action: Approve Refund Policy**

64 Director Smith gave an overview of the refund policy changes/updates.

65

66 Commissioner Meyer made a motion to approve the fare refund policy and  
67 Commissioner Bohne seconded. All were in favor and the motion carried.

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69 **Action: Approve Rule 1 - Governance**

70 GM Clark gave an overview on Rule 1.

71

72 Commissioner Dimitruk made a motion to accept the Rule 1 on Governance  
73 as modified by discussion and Commissioner Grasso seconded. All were in  
74 favor and the motion carried.

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76 **Action: Approve Legal Services Procurement**

77 Director Foss gave an overview of the legal services RFP.

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79 Commissioner Grasso made a motion to approve the legal services RFP as  
80 presented and Commissioner Wallis seconded. All were in favor and the  
81 motion carried.

82



83 **Action: Approve March Service Reductions/Modifications**

84 Director Damiani gave an overview of the March service reductions memo.  
85 Commissioners asked that we look at service to park and ride locations as a  
86 priority when circling back to service optimization.

87

88 Commissioner Suozzo made a motion that the Green Mountain Transit Board  
89 of Commissioners approve the proposed service changes as outlined below  
90 and Commissioner Meyer seconded. All were in favor and the motion  
91 carried.

92

93 **Action: FY26 ADA Assessment Level**

94 GM Clark talked about the ADA assessment levels historically and the  
95 relationship with our communities. There was discussion.

96

97 Commissioner Bohne made a motion to set the FY26 ADA assessment  
98 discount to 45% and Commissioner Spencer seconded. A majority of the  
99 board voted to approve, Commissioners Scanlan and Grasso opposed.

100

101 Commissioners Grasso and Scanlan both noted that they would prefer to  
102 think about the assessment motions as a package (including the fixed route  
103 and potential special assessment).

104

105 **Action: FY26 Fixed Route Assessment Increase**

106 Fixed route assessments were discussed.

107

108 Commissioner Grasso made a motion to increase the FY26 fixed route  
109 assessment by 4% and Commissioner Scanlan seconded. All were in favor  
110 and the motion carried.

111

112 **Action: FY26 Special Assessment**

113 Commissioner Scanlan made a motion to approve moving forward with the  
114 FY26 special assessment process outlined by Clayton Clark's email and  
115 Commissioner Bohne seconded. All were in favor and the motion carried.

116

117 **Action: Approve Interim Legislative Report**

118 GM Clark gave an overview of the interim legislative report. Commissioner  
119 Bohne made a motion to accept the Interim Legislative report as amended.  
120 The General Manager may continue to make non-substantive changes, such  
121 as correcting errors and improving wording, until its submission. Public  
122 comment submitted after this approval will also be included and will not  
123 require board approval and Commissioner Grasso seconded. In discussion,



124 Commissioners complimented the report. All were in favor and the motion  
125 carried.

126

127 **Committee Reports**

128 Committees gave an overview of their meetings.

129

130 **Commissioner Comments**

131 Commissioner Grasso thanked staff for the amazing work. This was echoed by  
132 several Commissioners. Chair Brewer thanked Commissioners as well.

133

134 GM Clark reminded Commissioners that they are able to ride the bus for free!

135

136 Commissioner Spencer thanked Clayton and staff for providing the staff  
137 lunch and noted that there was a very positive energy amongst the drivers.

138

139 **Adjourn**

140 Commissioner Spencer made a motion to adjourn and Commissioner  
141 Scanlan seconded. All were in favor and motion approved. The meeting  
142 ended at 9:19 AM.