



Board Meeting Minutes
Tuesday, March 17, 2020 at 7:30 a.m.
GMT Board Room
101 Queen City Park Rd, Burlington, VT 05401

Present:

Commissioner Waninger (Phone)
Commissioner Kaynor (Phone)
Commissioner Dimitruk (Phone)
Commissioner Pouech (Phone)
Commissioner Buermann (Phone)
Commissioner Sharrow (Phone)
Commissioner Bohne (Phone)
Commissioner Spencer (Phone)
Alt. Commissioner Wallis (Phone)
Alt. Commissioner Polyte (Phone)
Alt. Commissioner Brewer (Phone)

Jon Moore, Interim General Manager
Trish Redalieu, Director of Human Resources
Nick Foss, Director of Finance
Jamie Smith, Director of Marketing and Planning
Kim Wall, Grants Manager
Jordan Posner, ADA and Broker Services Manager
Matt Kimball, Capital Projects Manager
Matthew Young, HR Coordinator
Ron Smith, RHR Smith (Phone)

1. Chair Waninger opened the meeting at 7:38 a.m.
2. Adjustment of the Agenda – Mr. Moore suggested adding a finance update to today meeting. There was no objections, the update was added to the agenda.
3. Public Comment – There was no public.
4. Consent Agenda- **A motion was made to approve the consent agenda as presented by Commissioner Dimitruk, the motion was seconded by Commissioner Bohne.**

All were in favor, and the motion passed.

5. Finance Report – Mr. Foss presented the December financials to the Board.

Matt Kimball entered at 7:50 a.m.

There was discussion.

6. GM Report- COVID-19 Update – Mr. Moore present the COVID-19 memo that was included in the board packet.

There was discussion.



Mr. Moore suggested that GMT follow suit with other transit agencies in the state and go fare free for at least the next two weeks. This would limit the amount of time passengers have to spend in line and the fare box while boarding the bus.

There was discussion.

Ron entered at 8:03 am.

Mr. Moore stated that VTrans think that the some of the losses in revenue may be reimbursable by FEMA or other grants.

The Board and Staff decided that GMT route would be fare free for the next two weeks starting today 3/17/2020.

Mr. Moore stated that ridership and staffing will be looked at through this process and make temporary service suspensions as need to provide the safest and most reliable service as possible.

There was discussion.

Commissioner Dimitruk stated that she fully supported Mr. Moore in this.

Commissioner Buermann made a motion that the Board supports Jon Moore's activities for the national COVID-19 and the Board continues to support him as he makes decisions as necessary about this going forward.

Commissioner Kaynor seconded the motion and made an amendment to the motion, he motioned that that the Board supports Jon Moore's activities for the national COVID-19 and the Board continues to support him as he makes decisions as necessary about this going forward as well as approve all of the suggested changes that have been discussed at today's meeting.

Commissioner Davis amended the amended motion, he motioned the Board supports Jon Moore and staffs unilateral ability to implement changes to respond to the COVID -19 pandemic and approve proposes made on this day March 17, 2020.

Commissioner Dimitruk expressed concerned with the motion stating we support him to make these changes but we are also approving these changes.

There was discussion.



There was a vote on the motion as presented by Commissioner Davis and accepted as an amendment by Commissioners Buermann, Kaynor. All were opposed to the motion, motion did not pass.

Commissioner Davis made a motion that the Board supports the changes proposed today Tuesday, March 17, 2020 by Jon Moore and further support any and all proposals that he and staff deem necessary to meet the current challenges presented to us by the COVID-19 pandemic. Commissioner Buermann seconded the motion. All were in favor and the motion passed as presented.

Mr. Moore stated that he has approved teleworking for most of the administrative staff that are able to.

7. Low-No Grant Application- Mr. Moore stated that GMT has applied for this grant and that BED will be providing \$48,000.00 in local capital match to purchase another electric bus. GMT would keep one of its current diesel Gillig buses that the electric bus will replace as a contingency fleet. This will change the capital budget from three diesel Gillig buses to two diesel Gillig buses and one electric bus. This would require a capital budget adjustment.

There was discussion.

8. Colchester Service Agreement- Mr. Moore present the updated Colchester service agreement that was included in this month's board packet.

There was discussion.

Commissioner Kaynor made a motion to approve Jon Moore to sign the Colchester Service Agreement contract. Commissioner Spencer seconded the motion. All were in favor and the motion passed.

9. FY19 Audit - Ron Smith, RHR Smith & Company - Mr. Moore stated that Mr. Smith presented an overview of the FY19 audit at the February board meeting.

There was discussion.

Commissioner Dimitruk made a motion to accept the FY19 Audit. Commissioner Bohne seconded the motion. All were in favor and the motion passed.



10. Inclusion & Diversity Discussion – Commissioner Polyte stated that at last month’s meeting there was a really great presentation from four individuals on inclusion and diversity.

Commissioner Polyte stated that she sent out a survey to the Board and seven Commissioners responded. Also if the Board decides to move forward with this then it should be added to the strategic plan.

There was discussion.

Ron Exited at 8:36 am.

11. Board Retreat Continuation – Chair Waninger informed the Board that she has been continuing the conversation with Jeff Berkowitz. Chair Waninger asked the Board on whether or not to move forward with the Board Retreat at this time or wait.

Commissioner Wallis suggested waiting on the retreat and taking a deeper look in the current COVID-19 issue.

Commissioner Bohne agreed with waiting.

Commissioner Kaynor suggested waiting until a new GM is selected before moving forward with the retreat.

There was discussion.

12. Committee Reports –

Leadership – Chair Waninger stated everything that was discussed in leadership has been discussed in today’s meeting.

Strategy – Commissioner Buermann stated everything that was discussed in leadership has been discussed in today’s meeting.

Finance – Commissioner Bohne informed the Board that tomorrow’s finance committee meeting has been canceled. Also GMT’s contract with SSTA is expiring in July 2020; this will be discussed at the next finance committee meeting.

Operations – Commissioner Sharrow informed the Board that Nate Bergeron attended this month’s meeting and gave insight on standard operating procedures



and how to make them viable. The committee also spent time discussing Swiftly issues.

Mr. Moore stated that Nate Bergeron is now the shop steward in Burlington.

Commissioner Comments and Announcements – None.

13. Executive Session- **Commissioner Polyte made a motion to enter executive session to discuss personnel matters, with no other parties included. Commissioner Wallis seconded the motion. All were in favor and the Board entered executive session at 8:57 am.**

The Board exited executive session at 9:57 am, no action was taken.

14. Adjourn – **Commissioner Spencer made a motion to adjourn. Commissioner Buermann seconded the motion. All were in favor, and the meeting adjourned at 9:58 a.m.**