Board Meeting Minutes  
Tuesday, July 21, 2020 at 7:30 a.m.  
Virtual Meeting via Zoom  
101 Queen City Park Rd, Burlington, VT 05401

Present:
Commissioner Waninger
Commissioner Baker
Commissioner Kaynor
Commissioner Davis
Commissioner Pouech
Commissioner Sharrow
Commissioner Bohne
Commissioner Spencer
Alt. Commissioner Polyte
Alt. Commissioner Gallagher
Alt. Commissioner Brewer
Alt. Commissioner Moore
Alt. Commissioner Emery

Jon Moore, General Manager
Trish Redalieu, Director of Human Resources
Nick Foss, Director of Finance
Jamie Smith, Director of Marketing and Planning
Deb Coppola, Senior Accountant
Jenn Wood, Public Affair Coordinator
Matt Kimball, Capital Projects Manager
Matthew Young, HR Coordinator
Karen Plante, Payroll Administrator
Pam McDonald, Accounting Coordinator
Chris Damiani, Transit Planner
Ross McDonald, VTrans

1. Commissioner Waninger opened the meeting at 7:31 a.m.

2. Adjustment of the Agenda – None. Staff and Commissioners introduced themselves to Charlie Baker the new Commissioner from South Burlington.

3. Public Comment – None.

4. Consent Agenda- Commissioner Kaynor made a motion to approve the consent agenda with two grammatical corrections to the June 16th 2020 Minutes. Commissioner Bohne seconded the motion. All were in favor and the motion passed.

5. Introduction of Commissioner Baker- Charlie Baker the new Commissioner from South Burlington introduced himself to the Board and staff.

6. VTrans update- Mr. McDonald informed the Board that any CARES Act funds not used in FY20 will be rolled over into FY21. He informed the board of some changes that VTrans and Premier are making to their bus route from Colchester VT to
Rutland VT and from Rutland to Albany. This service is currently suspended due to COVID-19 but will continue once the administration gives the OK.

Mr. McDonald stated that he will be part of a call Friday to discuss the Berlin facility.

There was discussion.

Mr. Moore informed the Board that VTrans awarded GMT with $60,000.00 for site analysis and architectural work. Staff hope to have the RFPs for these approved at the September board meeting.

There was discussion.

Mr. McDonald informed the Board that VTrans held its first virtual E and D summit and discussed how to improve the program, be more consistent with how the data for the program is collected, as well as looking for alternate funding sources for the program.

There was discussion.

7. GM Update - Mr. Moore stated that he and staff have been working with the Burlington School district on the upcoming school years bus schedule, making sure all guidance on COVID-19 is followed. The school schedule is still being worked on so we are going to have to push back the drivers bid selection a few days.

Mr. Moore informed the Board that due to the executive order being extended, all staff that are able, are teleworking. Also buses are still running at limited capacity and ridership is still down 60% from last year but occasionally a bus will reach capacity which requires a stand by bus take the overflow passengers and run two buses on the route.

There was discussion.

Mr. Moore stated that GMT will honor any time off that has already been approved but going forward requests will be evaluated on a case by case basis.

There was discussion.

Mr. Moore stated that GMT has agreed to pilot project on a cost based Medicaid repayment model between July 1, 2020 and December 31, 2020.

There was discussion.
Mr. Moore stated that an MOU with Green Mountain Power has been signed providing $15,000.00 towards two electric vehicles for the Berlin area with delivery by December 2021.

There was discussion.

Mr. Moore informed the Board that GMT received 40 requests for proposals on the Micro Transit pilot and 11 actual proposals. These will be scores and the award will be presented to the Board in August for approval with hopes to start the service in January 2021.

There was discussion.

8. Finance Report- Mr. Foss presented the finance report that was included in this month’s board packet.

There was discussion.

Mr. Foss stated that as of May 2020 GMT has used about $70,000.00 of the CARES Act funds.

There was discussion.

Commissioner Sharrow inquired about a $120,000.00 check that was issued to VTrans. Mr. Foss stated that GMT was overpaid by VTrans and it was to replay them.

Mr. McDonald informed the board that there have been new staff and position changes at VTrans and this payment was sent by mistake. He apologized for the mistake and thanked GMT for their help and understanding.

There was discussion.

9. Election of Board Officers – Commissioner Waninger presented the slate that was recommended by the Leadership Committee as follows, Chair: Commissioner Waninger, Vice Chair: Commissioner Davis, Treasurer: Commissioner Bohne, Secretary: Commissioner Kaynor.

There was discussion.
Commissioner Kaynor made a motion to approve the slate as presented by the Leadership Committee with the exception of the position of Secretary which he nominated Commissioner Polyte. Commissioner Dimitruk seconded the motion. All were in favor and the motion passed.

10. Board Committee Reports –

Finance- Commissioner Bohne stated that the committee discussed goals and worked on the work plan. Also the committee will be working on the operating and capital budgets.

Operations- Commissioner Sharrow stated that the committee discussed everything that was discussed. One problem the committee has been facing is that it has not making quorum.

Strategy- Commissioner Spencer stated that the committee worked on developing a five year plan and hope to have it complete by the end of August.

Leadership- Commissioner Waninger stated that most items have been discussed today as well as when to resume in person meetings.

There was discussion.

11. Fairness & Inclusion Update- Commissioner Polyte stated that the committee has not had its first meeting yet. The first meeting will be held in the GMT board room and consists of 4 staff and 3 commissioners.

Commissioner Dimitruk stated that she would like to have a rural based employee added to the committee if possible.

There was discussion.

12. Retirement Fund Committee Creation- Mr. Foss presented the retirement committee memo that was included in this month’s board packet.

There was discussion.

Commissioner Bohne made a motion to table this so Mr. Foss and the Finance Committee can work on the language of the memo and bring it back to the Board for discussion at the August board meeting. Commissioner Baker seconded the motion. All were in favor and the motion passed.
13. Premium Pay Extension- Mr. Moore stated that the premium pay expired on July 15th 2020. Mr. Moore stated that the premium pay cost is about $60,000,000 per month and opened the floor for discussion on effects extending it further.

There was discussion.

Commissioner Bohne made a motion to extend the premium pay, as it is currently, until the pay period that ends closest to August 15, 2020. The motion was seconded by Commissioner Spencer. Commissioner Kaynor voted no, all others were in favor and the motion passed.

14. Executive Session: 1 V.S.A. § 313(a)(1)(f), Personnel-

Commissioner Baker made a motion to enter executive session to discuss personnel matters, with Alternate Commissioners and General Manager Jon Moore invited to participate. Commissioner Pouech seconded the motion. All were in favor.

The Board entered executive session at 9:31 am.

A motion to exit executive session was made by Commissioner Bohne the motion was seconded by Commissioner Kaynor. All were in favor.

The Board exited executive session at 10:06 am, no action was taken in executive session.

15. Commissioner Comments – None.

16. Adjourn – A motion to adjourn was made by Commissioner Baker, seconded by Commissioner Spencer. The meeting adjourned at 10:08 am