



Leadership Committee Meeting Minutes
Monday, August 9, 2019 at 10:30 am, GMT Board Room
101 Queen City Park Road, Burlington, VT 05401

Present:

Jon Moore, Interim General Manager
Trish Redalieu, Human Resources Director
Nick Foss, Director of Finance
Jamie Smith, Director of Planning and Marketing
Matthew Young, HR Coordinator
Milia Bell, Marketing Coordinator

Commissioner Chittenden
Commissioner Bohne
Commissioner Kaynor
Commissioner Waninger
Ross McDonald, VTrans

1. Meeting started at 10:35 am
2. Adjustment of the Agenda –none
3. Public Comment – none
4. Approval of June Committee Meeting Minutes – A motion was made to approve the June minutes (with adjustments suggested by Commissioner Chittenden and Kaynor) by Commissioner Bohne, seconded by Commissioner Kaynor. All were in favor and the minutes were approved with changes.
5. Board Agenda Items- There was discussion on the following agenda items to be included on the August Board Meeting agenda:
 - a. State Grant Agreement Award
 - b. Route 14 Service Discussion (possible action item)
 - c. Micro-Transit Discussion (possibility in September)
 - d. ADA Customer Service Survey
 - e. Planning & Technical Assistance RFP Award (action item)
 - f. Electric Bus RFQ
6. GM Updates-
 - a. Passenger Letter and News Letter- Mr. Moore Informed the Committee that marketing is sending out thank you letters to customers and stated that we now have a newsletter.



- b. Personnel Changes- Mr. Moore updated the committee on current staff changes
- c. BSD- Mr. Moore stated that staff meet with BSD leadership last week and will be meeting again to discuss developing protocols for student riding the bus.
- d. Proterra Buses & Charging Stations- Mr. Moore informed the committee that the two electric buses from Proterra have started the manufacturing process with an expected delivery date of October 2019. He also stated that the power supply was originally able to support only two electric bus chargers but has been upgraded to allow up to six electric bus chargers for future use.

There was discussion on the electric buses.

Mr. Moore informed the committee that GMT will be applying for a grant funded through the VW settlement funds. These funds will be used to purchase up to two additional electric buses. Mr. Moore also stated that the rural area has been awarded the NOLO grant to purchase smaller electric buses.

- e. CCRPC, Vtrans & GMT Performance Based Planning Agreement- Mr. Moore informed the Committee that GMT will be presenting our TAM plan to CCRPC in September 2019 for approval and creating a FTA required safety plan by July 2020
 - f. Montpelier Transit Center (MTC) Staffing- Mr. Moore stated that staff is working on funding for a Customer Service Representative for the MTC.
7. Micro-transit Presentation (VTrans) - Mr. McDonald presented the Micro-transit presentation to the Committee.

Mr. McDonald stated that VTrans submitted a grant proposal for \$912,912.00 annually, for a two-year pilot. If this grant is not awarded, it will potentially be funded through up to the state budget process to see if this pilot becomes a priority for 2020 transit program.

There was discussion on the presentation.

Mr. Moore informed the Committee that GMT has presented a letter of support to VTrans for Micro-Transit.

8. Next Meeting Date and Location- Next Leadership Committee Meeting is Monday, September 9, 2019 at 10:30am at 10:30 a.m.



9. Possible Executive Session to Discuss Personnel Matter- Commissioner Kaynor made a motion to enter executive session with the inclusion of Mr. Moore to discuss personnel and pay matters. The motion was seconded by Commissioner Bohne. All were in favor and the Committee entered executive session at 11:24 a.m.

The Committee exited executive session at 11:37 a.m. No action was taken.

10. Adjourn- Commissioner Bohne made a motion to adjourn, Commissioner Waninger Seconded the motion. All were in favor the meeting adjourned at 11:38 am.