

Green Mountain Transit Board Minutes

Date: February 7, 2017

Time: 7:30 AM

Place: GMT

15 Industrial Parkway

Burlington, VT 05401

Present:

Chapin Kaynor, Chair, Williston

Tom Chittenden, Vice Chair, South Burlington

Denis Barton, Secretary, Shelburne

Marti Powers, Treasurer, Essex (Via Phone)

Catherine Dimitruk, Commissioner, Franklin County

Rob Moore, Commissioner, Lamoille County (Via Phone)

Bob Buermann, Commissioner, Grand Isle County

Katherine Miles, Commissioner, Burlington

John Sharrow, Commissioner, Milton

Phil Pouech, Commissioner, Hinesburg

Raghu Acharya, Commissioner, Winooski (Via Phone)

Bonnie Waninger, Alternate, Washington County

Mark Sousa, Interim General Manager

John Robinson, Human Resources Coordinator

Members of the Public:

Not Present:

Harold Garabedian, Commissioner, Washington County

Chapin Spencer, Commissioner, Burlington

1. Open Meeting

Chair Kaynor opened the meeting at 7:35 AM. A quorum of the Board was present.

2. Adjustment of the Agenda

There were no adjustments to the agenda.

3. Public Comment

There was no public comment.

4. CSA Discussion and Board Involvement

Mark Sousa, Interim General Manager, addressed the Board looking for volunteers to join the CSA Advisory Committee. After discussion the Board believes it is best to have both rural and urban commissioners represented on the committee as well as a member of the Strategy committee. Chair Kaynor asked for volunteers and Commissioner Sharrow, Commissioner Miles and Commissioner Pouech offered their services. Chair Kaynor appointed them to the CSA Advisory Committee. The first meeting will follow the February Board meeting on the 21st. Nelson Nygaard will attend the Board meeting to answer questions and explain the process.

5. General Manager Job Description Review

Chair Kaynor explained to the Board that with the current opening for the General Manager position he believed it was a good time to review the job description. It was last reviewed before the hiring of Ms. Walton in August 2014. The Board spoke on possible changes in areas of responsibilities, requirements and the position summary. Chair Kaynor will work

with Trish Redalieu, Director of Administrative and Support Services, to draft an updated job description based on the Board's discussion. It will be presented at the upcoming February Board meeting.

6. Personnel Matter (possible executive session)

Commissioner Dimitruk made a motion to enter executive session to discuss the appointment of a public officer with Mr. Sousa joining the session in the latter part. Vice Chair Chittenden seconded the motion. All were in favor and the motion was approved and the Board entered executive session at 8:00 AM.

Secretary Barton made a motion to exit executive session and was seconded by Commissioner Dimitruk. The motion was approved and the Board exited executive session at 10:00 AM.

Commissioner Acharya entered the meeting via phone during executive session.

7. Adjourn

Commissioner Waninger made a motion to adjourn and was seconded by Commissioner Dimitruk. The motion carried and the meeting adjourned at 10:06 AM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'D. Barton', is written over a horizontal line.

Denis Barton, Secretary