



GMT Board Minutes

Date: September 18, 2018

Time: 8:30 AM

Place: VT State House Room 10
115 State St
Montpelier, VT 05601

Present:

Tom Chittenden, Chair, South Burlington
Bonnie Waninger, Vice Chair, Washington County
Denis Barton, Secretary, Shelburne
Phil Pouech, Commissioner, Hinesburg
Chapin Kaynor, Commissioner, Williston
Katherine Miles, Commissioner, Burlington
Bob Buermann, Commissioner, Grand Isle County
Chapin Spencer, Commissioner, Burlington
John Sharrow, Commissioner, Milton
Ebony Kirkland, Commissioner Winooski
Ray Coffey, Alternate Commissioner, Winooski
Catherine Dimitruk, Commissioner, Franklin County
Tasha Wallis, Commissioner Lamoille County
Robert Moore, Alternate Commissioner, Lamoille County

Mark A. Sousa, General Manager
Jon Moore, Director of Maintenance and Planning
Michelle Daley, Director of Finance and Grants
Patricia Redalieu, Director of Human Resources
Jamie Smith, Marketing and Public Affairs Manager
Rachel Kennedy, Senior Transit Planner
David Hamblin, IT Manager
Matthew Young, Administrative Support Specialist

Not Present:

Paul Bohne, Treasurer, Essex

Members of the Public:

Ross McDonald, VTrans

1. Open Meeting-

Chair Chittenden opened the meeting at 8:32 AM. A quorum of the Board was present. Commissioner Wallis was welcomed as a Commissioner and Introductions were made.

2. Adjustment to the Agenda-

There were no adjustments to the agenda.



3. Public Comment-

There were no public comments

4. Consent Agenda –

Commissioner Barton made a motion to approve the consent agenda excluding the finance report, and changing June to July in the July 2018 Board meeting minutes. Commissioner Sharrow seconded the motion. All were in favor and the consent agenda was approved with changes, excluding the finance report.

Alternate Commissioner Moore entered 8:40 am.

Mrs. Daley reviewed and discussed the finance report with the Board. Commissioner Barton motioned to approve the finance report as presented. Commissioner Miles seconded the motion. All were in favor and the finance report was approved as presented.

5. Board Priorities/Strategic Goals Update -

Chair Chittenden presented the results of the Board Survey to the Board. Chair Chittenden explained that after reviewing the survey the monthly Board meetings will stay on the third Tuesday on the month at 7:30 am.

Chair Chittenden informed the Board that we will have time at the November Board meeting to discuss/update the Strategic Goals.

6. Implementation of NextGen-

Ms. Kennedy presented the NextGen timeline that was included in the September 2018 Board packet. Ms. Kennedy explained the most cost neutral improvements will be made first. Ms. Kennedy also stated that the NextGen advisory committee will start meeting again soon. There was discussion on the NextGen timeline.

7. Financial Update-

Commissioner Coffey entered 9:15 am.

Mrs. Daley presented the FY19 Financial Update with the fare share equation. Mrs. Daley informed the Board that in the rural areas there has only been a three percent inflation increase in the dues paid to GMT. There was discussion on the fare share equation.

8. GM & Committee Reports –

General Manager Report

- A. Mr. Sousa informed the Board that RouteMatch (RM) has fixed five of the six issues remaining. The last item to be completed is the beacons at the Downtown Transit Center (DTC). RouteMatch is currently looking for a contractor to install the beacons.



- B. Mr. Sousa informed the Board that four businesses submitted bids for the electric bus procurement. Mr. Sousa explained that the bids came in higher than originally expected at \$1,000,000 per bus
- C. Mr. Sousa notified the Board that GTM has received a No-Low grant through VTrans for smaller electric buses in the Montpelier area.

Finance Committee Report

Commissioner Powers explained that a large portion of their committee meeting concerned the presentation Mrs. Daley gave today to the Board on the fare share equation.

Leadership Committee Report

Chair Chittenden informed the Board that Commissioner Barton has requested to invite past Commissioner Fred Schmidt to the October 2018 Board meeting if there are no objections.

Operations Committee Report

Secretary Barton informed the Board that we have created a new chart to show trends with the data from the Performance Improvement Plan. Also, that we are now getting "on time" performance reports using the RouteMatch software.

Strategy Committee Report

Commissioner Buermann informed the Board that the committee worked on some formatting for the strategic goals. Commissioner Buermann also noted that the Marketing plan was presented at the meeting.

Commissioner Comments and Announcements –

Commissioner Pouch ask about the status of the Berlin Facility. Mr. Sousa informed the Board that there will be no construction at the Berlin facility this year.

9. Appreciative Inquiry Exercise Part 1 –

The Board participated in an Appreciative Inquiry training until lunch at 12:15 pm

10. Lunch –

The Board recessed between 12:15 pm and 1:30 pm for lunch. Some commissioners walked to the Montpelier Transit Center for a site visit during lunch.

11. Appreciative Inquiry Exercise Part 2 –

The Board participated in an Appreciative Inquiry training until 3:30 pm

12. Adjourn –

Commissioner Kaynor made a motion to adjourn, Commissioner Sharrow seconded the motion to adjourn. All were in favor, and the meeting adjourned at 3:33 pm.

Respectfully Submitted,

Denis Barton, Secretary