



Leadership Committee Meeting Agenda
December 9, 2019 11:00 AM
101 Queen City Road, Burlington VT 05401

Present:

Commissioner Chittenden

Commissioner Waninger

Commissioner Sharrow

Commissioner Bohne (phone)

Commissioner Wallis (phone)

Commissioner Kaynor

Jon Moore, Interim General Manager

Milia Bell, Marketing Coordinator

Nick Foss, Grants and Finance Director

1. Open Meeting – Meeting was called to order at 11:00AM by Commissioner Chittenden.
2. Adjustment of the Agenda – No adjustments.
3. Public Comment – No comments.
4. Approval of Committee Minutes – Commissioner Waninger noted that her statement regarding conflict of interest with the Berlin facility was not included in the minutes, and requested that they be added.
5. GM Updates –
 - **Employee Health Care Contribution** – Mr. Moore gave an update on employee healthcare contribution. Last month's meeting was short, therefore Mr. Moore wanted to confirm that the Committee and staff were on the same page concerning the 4% employee contribution, based on premium, and effective January 1, 2020. The Committee confirmed that GMT will move ahead with the 4% employee contribution.
 - **Electric Bus Update** – Mr. Moore gave an update about the electric buses, stating that they are due to arrive later this week or early next week. Mr. Moore indicated that the transformer installation is also on schedule and should be finished by 12/20. Mr. Moore indicated that we are waiting for an Energizer permit from the City in order to hook up the power, and that's scheduled for January 2. Once power is hooked up, Proterra will be on site early to mid-January to commission the chargers; once commissioned they will be set to go.
 - **FY20 Milton Assessment** - Mr. Moore gave a very brief update, stating that he spoke with Milton's town manager and GMT will receive the unpaid \$6,000 from Milton that was underpaid in FY20.
 - **Montpelier Transit Update** – Mr. Moore gave a brief update on the Montpelier Transit Center.
6. Board Agenda Items
 - GM Search Process – Commissioner Waninger gave a brief update, stating that the search committee has received 5 applications to date for the GM position.
 - FY21 Budget Discussion – Mr. Moore gave a brief update on the budget.
 - Member Assessment – Commissioner Kaynor requested that assessments and Colchester Service Agreement are marked as action items on the Board meeting agenda.
 - Vtrans Update – Ross MacDonald was not present for an update.



7. Board Retreat Discussion – The Committee discussed various options for holding the annual board retreat. Commissioner Waninger requested that a committee be formed to plan and coordinate the Board retreat. Commissioner Waninger will form a committee.

8. Possible Executive Session Related to Labor Relation Agreements

9. Possible Executive Session Related to FY21 Budget

Commissioner Chittenden moved that public discussion of the possible formation of a new bargaining unit would put GMT at a substantial disadvantage if prematurely disclosed; Commissioner Sharrow seconded. Passed unanimously.

Commissioner Sharrow moved to enter executive session at 11:50AM for the purpose of discussing a potential labor relations agreement and inviting Acting GM Moore to participate; Commissioner Kaynor seconded. Passed unanimously.

Commissioner Chittenden moved to exit executive session at 11:59AM; Commissioner Sharrow seconded. Passed unanimously. No action was taken as a result of the executive session.

Commissioner Chittenden moved to enter executive session at 11:59PM to discuss the employment and/or evaluation of employees and inviting Acting GM Moore to participate; Commissioner Waninger seconded. Passed unanimously.

Commissioner Chittenden left the meeting at 1:00PM.

Commissioner Sharrow moved to exit executive session at 1:39PM; Commissioner Kaynor seconded. Passed unanimously. No action was taken as a result of executive session.

Commissioner Kaynor moved to adjourn at 1:39PM; Commissioner Sharrow seconded. The meeting adjourned at 1:39PM.

10. Next Meeting Date – Next meeting is January 13, 2020 at 11:00AM