



Operations Committee Meeting Agenda
December 9, 2019 10:00 AM
101 Queen City Road, Burlington VT 05401

Present:

Commissioner Chittenden
Commissioner Waninger
Commissioner Wallis (phone)
Commissioner Kaynor
Commissioner Sharrow

Jon Moore, Interim General Manager
Milia Bell, Marketing Coordinator
Nick Foss, Grants and Finance Director

1. Open Meeting – Meeting was called to order at 10:03AM by Commissioner Chittenden.

2. Adjustment of the Agenda – No adjustments.

3. Public Comment – No comments.

4. Approval of November 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. 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, 2020. 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.

Mr. Moore said that we are slated for an early March launch with a press conference. Ms. Bell briefly reviewed the pending sponsorship with Sun Common to wrap the buses. Commissioner Waninger inquired about procurement of the sponsorship. Mr. Moore and Ms. Bell suggested that the sponsorship would most likely fall under advertising. Ms. Bell agreed to look into the matter with GMT's Grants Manager.

Mr. Moore indicated that prior to the buses being ready for revenue services, there will required training for the buses.

6. FY21 Bus Purchase Plan – Mr. Moore gave a quick update about the FY21 Bus Purchase Plan, stating that the goal is to create a sustainable replacement schedule, replacing roughly 5-6 buses per year. Considerations are being reviewed to replace five urban buses with three 40ft. buses and two cutaways, lowering the operating cost per mile. One consideration is to use one of the cutaways for the Jeffersonville Commuter. GMT is also evaluating what other routes could be utilized by cutaways, saving on expense.

A brief discussion as to the process of when and how buses would affect service, and what the communication process would be moving forward in regards to letting our partners know when and if a change would be made to services in their area.

7. Facilities Updates

- Montpelier Transit Center – Mr. Moore gave an update on the MTC. GMT has hired a customer service employee for the MTC. Mr. Moore reviewed outreach efforts to customer to help direct them to the MTC.
- Berlin – Mr. Moore gave a very brief update about the Berlin facility. VTrans reached out to the Federal Highway Commission and received approval to use the earmarked grant money can be used for any facility within Washington County, opening up new possibilities for a Berlin facility.



VTrans has asked that all work on the current facility be temporarily stopped while other options are being identified and reviewed.

8. Scheduling and Dispatch Software Discussion – Mr. Moore gave an update about driver scheduling software. Three GMT employees will receive training on the new software, including the Operations Managers from Burlington and Berlin.

Mr. Foss gave an update on Pay Data, saying that GMT will go active with the software in February.

9. AVL & On-Time Performance Update - We now have an on-time performance schedule module from Swiftly, which means the GMT can now track reliably, which GMT has never been able to do. And it will also allow GMT to collect all the GPS data points, allowing us to analyze data, making sure that printed schedules are as close to reality as possible.

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

11. Adjourn – Commissioner Chittenden entertained a motion to adjourn; Commissioner Waninger moved to adjourn; Commissioner Wallis seconded. All others were in favor and the meeting adjourned at 11:02AM.