



## GMT Board Minutes

Date: February 12, 2019  
Time: 7:30 AM  
Place: GMT Board Room  
15 Industrial Parkway  
Burlington, VT 05401

### **Present:**

Tom Chittenden, Chair, South Burlington  
Bonnie Waninger, Vice Chair, Washington County – (via phone; in person at 7:32 am)  
Denis Barton, Secretary, Shelburne  
Paul Bohne, Treasurer, Essex  
Chapin Kaynor, Commissioner, Williston  
Bob Buermann, Commissioner, Grand Isle County  
John Sharrow, Commissioner, Milton  
Catherine Dimitruk, Commissioner, Franklin County – (via phone)  
Phil Pouech, Commissioner, Hinesburg  
Ray Coffey, Alternate Commissioner, Winooski – (via phone)  
Tasha Wallis, Commissioner, Lamoille County  
Ebony Kirkland, Commissioner Winooski  
Chapin Spencer, Commissioner, Burlington

Mark A. Sousa, General Manager  
Michelle Daley, Director of Finance and Grants  
Patricia Redalieu, Director of Human Resources  
Jon Moore, Director of Transportation  
Rachel Kennedy, Senior Transit Planner  
Jamie Smith, Marketing and Public Affairs Manager  
Chris Loyer, Public Affairs Coordinator  
Kimberly Wall, Grants Manager  
Matthew Young, Human Resources Coordinator

### **Members of the Public:**

Ross McDonald, VTrans  
Mariah Noth, Mad River Valley TAC

### **Not Present:**

Katherine Miles, Commissioner, Burlington

1. **Open Meeting** - Chair Chittenden opened the meeting at 7:31 AM. A quorum of the Board was present.



**2. Adjustment to the Agenda-** Vice Chair Waninger entered via phone at 7:32 am. Secretary Barton stated that the November 2018 meeting minutes needed to be added to the list of minutes for approval.

**3. Public Comment** - There were no public comments

**4. Approval of the November 20, 2018, December 18, 2018, January 15th, and January 29th 2019 Board Meeting Minutes** - Commissioner Kaynor made a motion to approve all meeting minutes with one grammatical adjustment to the November 2018 Minutes. Commissioner Sharrow seconded the motion. All were in favor and the minutes were approved with one grammatical adjustment.

**5. Approving the FY20 Budget\***- Ms. Daley presented the FY20 Operating and Capital Budget, that were included in this month's Board packet. Commissioner Buermann asked how the 5307 grants work. Mrs. Daley explained that when billing the 5307 grants they are billed from oldest to newest first.

There was discussion on the FY20 Budget.

Commissioner Buermann expressed concern that the way the budget is presented, it looks balanced. The budget does not reflect the deficit as the deficit is being offset by the over spending of the 5307 grants from previous years.

Mrs. Daley stated that this is information she can provide in future memos to The Board so they are more aware of the grant balances.

Commissioner Kaynor stated that this information would help to show that we have an unsustainable budget.

Secretary Barton made a motion to approve the budget as presented.

Chair Chittenden asked The Board if motions could wait until after the 10-hour rule presentation and the fare increase presentations to vote as they are all related.

Secretary Barton withdrew his motion to approve the FY20 budget.

**6. 10 Hour Rule Approval\***- Mr. Moore presented the NextGen service changes and 10-Hour rule memo that was included in this month's board packet to The Board. Mr. Moore informed The Board that the proposed service changes included the following:

Barre Hospital Hill (BHH) Demand Response: Cost-\$56.62/boarding, 1.2 boardings/hour

Plainfield d Health Shuttle: Cost-\$76.02/boarding, 0.9 boardings/hour

Mr. Moore stated that these changes would provide a \$42,847 savings in FY20.



Mr. Moore stated that staff will be working with the Stowe Mountain Resort, the Stowe Area Association, the Sugarbush Resort and other non-municipal local funding partners with a goal of realizing a total of 10% in FY20 cost savings. These savings will be realized through seasonal service modifications and/or revenue increases through increased partnership contributions to maintain as much of the current seasonal service as possible. Staff feels this is critical step in regards to the grant funding negotiations starting in April with VTrans.

Commissioner Wallis asked what the 10% increase was in a dollar amount.

Mr. Moore estimated that the Mad River Valley would be about +/- \$8,000.00 and Stowe Mountain Resort, the Stowe Area Association, the Sugarbush Resort and other non-municipal local funding partners would be about +/- \$10,000.00.

Secretary Barton asked what the time frame would be for these three changes.

Mr. Moore stated that the Plainfield Health and BHH change would be presented for approval at the March 2019 Board meeting.

Commissioner Waninger asked how much notice the public has been given about these proposed changes?

Mrs. Daley stated that a lot of these people will still be able to get these services from other programs that GMT offers.

Commissioners Coffey and Dimitruk entered at 8:05 am via phone.

Mr. Moore presented the proposed urban service changes that were included in this month's board packet. NextGen service changes are proposed to be implemented for the start of FY20 less the below hours to achieve the necessary cost savings based on the FY20 projected deficit.

- Reduction of 2,340 annual urban driver pay hours (based on the proposed June 2019 bid) that would result in a \$104,000.00 annual direct cost savings at the FY20 urban direct cost rate of \$44.41 (3% projected increase over FY19 urban direct cost rate).
- In addition to the direct cost savings noted above, GMT would decrease its vehicle fleet by at least two buses resulting in an additional \$100,000.00 in FY20 savings from local capital match funds from as it will not be necessary to purchase two new replacement transit buses.
- The NextGen service proposal would also eliminate two full time driver positions (currently not filled) for a total annual savings of \$50,000.00 in addition to the cost savings above. This is attributable to the savings in workers comp. insurance, fringe benefits, and uniform expenses.

Mr. Moore stated that we will be able to provide better service while also saving costs.

Chair Chittenden asked where should Commissioners direct questions or concerns about these proposed changes.





Mrs. Smith responded that all questions and concerns about proposed changes be directed to [feedback@ridegmt.com](mailto:feedback@ridegmt.com).

Mr. Moore stated that his staff is developing a one-page fact sheet for each member municipality that will be affected by the proposed changes.

Commissioner Kaynor stated that there will be resistance from Williston on suspending the 1V route and expressed making it clear that this is a route that is proposed be cut.

There was discussion on the proposed urban service changes.

Mr. Moore asked for a motion to freeze the FY20 member town assessments for one year, as well as suspending the 10-hour rule to implement the proposed NextGen changes. If there are any changes above those recommended by NextGen than the 10-hour rule will take precedent.

Mr. Moore stated that at the end of FY20 the member assessments will be rebalanced to reflect changes made.

Commissioner Kaynor stated that rebalancing the assessments after changes have been made was very important.

Commissioner Buermann suggested analyzing the current urban assessment method and ensure we are doing it the best way we can.

Commissioner Kirkland entered at 8:19am.

Commissioner Spencer asked for the percent of the increase/decrease of service hours be added to the presentation for each community. Also wanted to make user he understood that GMT is increasing the number our service hours provided while saving money.

Commissioner Kaynor emphasized the need to publish and reach out to communities that may have service reductions.

There was discussion on the proposed changes.

Chair Chittenden informed The Board that staff is asking The Board to approve starting the public process for these changes not approving the changes. Depending on public input the proposed changes may change.

Mr. Moore presented the fare increase analysis that was included in this month's board packet. The presentation had three different scenarios of fare increases.

Commissioner Dimitruk suggested presenting all scenarios to the public to get input on each.

Mr. Moore stated that it could be possible.



Mrs. Smith stated that GMT have not increased fares since 2005.

Commissioner Kaynor suggested looking into more ticket outlets to help riders purchase passes.

There was discussion on the suggested fare increase scenarios.

Commissioner Bohne made a motion to approve the FY20 operating budget of \$21,488,778.00 and the capital budget of 8,463,032.00. Secretary Barton seconded the motion. All were in favor and the motion passed.

Commissioner Sharrow made a motion to freeze the FY20 fixed route assessments at the current budgeted amounts, with the exception of the amount assessed for non-fare fixed route services (which shall be assessed using the current formula). The amount of fixed route service, in terms of the number of revenue hours of service, provided to member and non-member municipalities as of June 17, 2019 would be considered to be the base level of fixed route service for FY20. Beginning in FY21 the GMT Board of Commissioners would analyze and rebalance the member municipality assessment amounts including the consideration of retroactive adjustments and the 10-hour rule would be put back into effect for any future service changes as applicable. Commissioner Kaynor seconded the motion. All were in favor and the motion was approved as presented.

**7. Fare Increase Amount Approval-** Commissioner Buermann made a motion to approve starting the public process of increasing the urban base fare to \$1.50 with the options of decreasing monthly passes to \$40.00 and increasing LINK fare by \$1.00. Commissioner Sharrow seconded the motion. All were in favor and the motion passed.

Commissioner Wallis asked if the those that could not attend the public meetings could send in written feedback to GMT.

Mr. Moore responded yes, written feedback is also welcomed.

**8. 5 Year Communication and Outreach plan discussion** – Chair Chittenden encouraged commissioners to reach out to Mrs. Smith by email, copying Mark Sousa, with any thoughts or suggestions that commissioners may have. He also stated that Mrs. Smith will be emailing a memo out to request feedback.

**9. Board Consideration of Public Comment on Service Design for the Barre LINK and US 2 extension\*** - Mr. Moore informed The Board that this is the third step in this process. Steps 1 and 2 were passed by this Board in December 2018. This service has also been approved by the public. Mr. Moore noted that one change was made to the service, which is the bus will stop in Montpelier and then continue on to Barre. Local match for this has been provided by VTTrans for a three-year period.

Commissioner Dimitruk requested the Board get regular report on this route to see how effective it is, and not just run it for the three-years.



Vice Chair Waninger stated that she would like this route to be evaluated to make sure it is a good use of State and GMT resources.

Commissioner Dimitruk made a motion to approve the incorporation of the above changes to the original service design based on public feedback received. Commissioner Sharrow seconded the motion. Commissioner Kirkland abstained. All others were in favor and the motion was approved as presented.

**10. Other Business** - There was no other business.

**12. Adjourn** - Commissioner Pouech made a motion to adjourn, Commissioner Sharrow seconded the motion to adjourn. All were in favor, and the meeting adjourned at 9:26 am.

Respectfully Submitted,

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

Denis Barton, Secretary