**Leadership Committee Meeting**

**January 13, 2020 11:00 AM**

**101 Queen City Road, Burlington VT 05401**

Present:

Commissioner Chittenden

Commissioner Kaynor

Commissioner Waninger

Commissioner Bohne

Commissioner Sharrow

Jon Moore, Interim General Manager

Jamie Smith, Director of Marketing and Planning

Nick Foss, Director of Finance

Public:

Spencer Smith

Andy Simon, Ward 5, Neighborhood Planning Assembly

**Open Meeting**

Commissioner Waninger opened the meeting at 11:04AM.

 **Adjustment of the Agenda**

Commissioner Kaynor asked folks in the room to introduce themselves to the members of the public present.

**Public Comment**

Mr. Simon, frequent bus user, and climate activist introduced himself to the group and introduced Ms. Smith. Ms. Smith spoke about a proposal she developed for electric passenger vans as an alternate to electric transit buses. She outlined the advantages of the vans; less money, sized for smaller routes, etc. Mr. Moore thanked her for her time and proposal. He noted that GMT is looking at smaller vehicles for parts of the urban service, however there isn’t currently a small transit vehicle that has proper testing required by the FTA. Commissioner Sharrow mentioned some safety concerns with passenger vans versus transit buses as well as concerns with the useful life of the vehicles. Commissioner Waninger mentioned that VTrans is releasing a request for information on these smaller electric transit vehicles in hopes that some of the manufacturers will have these smaller vehicles Altoona tested for future purchases.

**Approval of Committee Minutes**

Commissioner Kaynor made a motion to approve the minutes, Commissioner Sharrow seconded. All were in favor and the motion carried.

 **GM Updates**

Mr. Moore gave an update on the arrival of the electric buses. Commissioner Kaynor asked how we would assign these buses and do we have a route in mind? Mr. Moore said likely the Red Line due to both the length of the route and the topography.

Mr. Moore gave an update on the FY20 Milton Assessment. Milton still owes $6,000 and the select board is waiting for an update on the Colchester Service agreement. Mr. Moore will follow-up with the Town Manager once the Colchester agreement is finalized. Commissioner Waninger asked if the assessment isn’t paid, does GMT have any recourse? Mr. Moore noted that additional service modifications could be possible. Commissioner Sharrow gave an update on his recent communication with the select board.

Mr. Moore gave an update on the new PTSAP that FTA is requiring each agency to have by July 20, 2020. Mr. Moore said he is leaving for an FTA workshop this week to learn more about the transit safety plan.

As of 1/13/20 roughly 2/3 of the staff has attended implicit bias training. The remaining staff will be scheduled to attend in the coming months.

Mr. Moore gave an update on the Vermont Labor Relation Board (VLRB) hearing scheduled for the end of January. Staff is still gathering documents for the hearing and will work though legal counsel.

Mr. Moore gave a brief update on two pending lawsuits. One, a civil rights lawsuit from two years ago, is still in process. The second lawsuit, from a current operator, is also still pending.

**Board Agenda Items**

Board Chair Transition: Commissioner Chittenden gave an update on how the transition of Board Chair to Commissioner Waninger would work at the upcoming board meeting. Commissioner Waninger mentioned that the Board is still seeking nomination for a Vice Chair.

GM Search Process: Commissioner Waninger gave a brief update on the timeline.

FY21 Budget Discussion (Possible Executive Session): Mr. Moore gave an update on the budget as it stands. Staff recommendation is to have a budget approval in January with an identified number of savings that needs to be achieved. Staff will bring service modification suggestions to the Board in February allowing time for GMT staff to work with VTrans to identify funding impacts. Commissioner Waninger asked about the roughly $60,000 gap on the rural side. Per a conversation with VTrans, GMT can add that gap into the funding application for FY21. Commissioner Waninger also asked that “Possible” be removed from the executive session agenda item.

Colchester Service Agreement: Mr. Moore will give an update at the Board meeting on the Colchester Service Agreement.

VTrans Update: Commissioner Chittenden noted that VTrans would like to have longer time on the agenda, quarterly, allowing for a more in-depth update.

Board Retreat Discussion: Commissioner Chittenden noted that he will not be at the retreat in February, but his alternate will be.

Commissioner Kaynor suggested Mr. Moore begin sending a weekly update to the staff and Board.

Commissioner Waninger provided guidance on warning an executive session. She asked that Commission Spencer’s request to see FTA correspondence regarding the solar lease was provided at the Board Meeting.

Possible Executive Session Related to FY21 Budget

Commissioner Kaynor made a motion to go into executive session to discuss personnel matter relative to budget, and invited Mr. Moore to stay. Commissioner Bohne seconded, all were in favor and the motion carried.

Commissioner Bohne moved to leave executive session, Commissioner Sharrow seconded. All were in favor and the committee left executive session at 12:26PM.  No action was taken.

**Next Meeting Date**

No Meeting scheduled for February. The GMT all-day retreat February 11, 2020 will include the February board meeting.  Next Leadership meeting will be March 9, 2020.

Adjourn

Commissioner Sharrow moved to adjourn, Commissioner Kaynor seconded. All were in favor and the meeting Adjourned at 12:30PM.