



Green Mountain Transit Board of Commissioners Meeting
January 21, 2025 – 7:30 a.m.
101 Queen City Road, Burlington VT 05401

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

Attendees may join in-person or remotely via Zoom.

To join the meeting via Zoom:

Video Conference: <https://us02web.zoom.us/j/7507551826>

- 7:30 a.m. 1. Open Meeting
- 7:31 a.m. 2. Adjustment of the Agenda
- 7:33 a.m. 3. Public Comment
- 7:45 a.m. 4. **Action:** Consent Agenda
 - a. January 7, 2025, Board Meeting Minutes **Pages 3-6**
 - b. Check Register **Pages 7-11**
- 7:50 a.m. 5. **Presentation:** June 2025 Service Reduction Recommendations
 - 5a. **Action:** Pine Street Change **Pages 12-15**
- 8:30 a.m. 6. **Action:** FY26 Operating Budget **Pages 16-21**
- 8:45 a.m. 7. **Presentation:** CATMA Update – Sandy Thibault
- 9:00 a.m. 8. **Action:** Delegation of Approval for Final Legislative Report
- 9:10 a.m. 9. **Action:** FY26 CCRPC Unified Planning Work Program (UPWP) **Pages 22-28**



9:20 a.m. 10. **Information:** Committee Reports

9:25 a.m. 11. Commissioner Comments

9:30 a.m. 12. Adjourn

Next GMT Board of Commissioners Meeting Date: February 18, 2025, 9:00 a.m.

NOTES

- Persons with disabilities who require assistance or special arrangements to participate in programs or activities are encouraged to contact Jamie Smith at 802-540-1098 at least 48 hours in advance so that proper arrangements can be made. Hearing disabled patrons can contact GMT through the Vermont Relay Service (711).
- Free transportation to and from GMT Board Meetings is available within the GMT service area. To make advance arrangements, please call GMT's Customer Service Representatives at 802-540-2468.



Green Mountain Transit Board of Commissioners Meeting Minutes
Tuesday, January 7, 2025
101 Queen City Road, Burlington VT 05401

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit oriented development, and enhance the quality of life for all.

1 **Present**

- 2 Commissioner Amy Brewer, Williston
- 3 Commissioner Catherine Dimitruk, Franklin County
- 4 Commissioner Michael Scanlan, South Burlington
- 5 Commissioner Bob Buermann, Grand Isle County
- 6 Commissioner Chapin Spencer, Burlington
- 7 Alt. Commissioner Charlene Tallman, Williston
- 8 Clayton Clark, General Manager
- 9 Commissioner Andrea Suozzo, Burlington
- 10 Commissioner Susan Grasso, Shelburne
- 11 Alt. Commissioner Kyle Grenier, Grand Isle County
- 12 Jon Moore, Assistant General Manager
- 13 Nick Foss, Director of Finance
- 14 Chris Damiani, Director of Planning
- 15 Ross MacDonald, VTrans
- 16 Commissioner Christian Meyer, Washington County
- 17 Jamie Smith, Director of Rider Experience
- 18 Michele Boomhower, VTrans
- 19 Jason Boes, Vail
- 20 Erika Osorio, Transit Data Analyst
- 21 T Johnson, Berlin Customer Service Representative
- 22 Mike Smith, Berlin Operations Manager
- 23 Justin Chamberlin, Berlin Lead Mechanic
- 24 Elizabeth McKinney, Berlin Dispatcher
- 25 Jim Moulton, Tri-Valley Transit (TVT)
- 26 Ash LaBombard, Marketing and Outreach Coordinator
- 27 Chapin Kaynor, Member of the public
- 28 Connor Smith, Capital Projects Manager
- 29 Dave Lamm, Seasonal Operations Supervisor
- 30 Deanna Harrington, Berlin Operations Supervisor
- 31 Dan Greaves, FGI Dispatcher
- 32 Jimmy Johnson, Urban Operations Manager



- 33 Kim Smith, Staff Accountant
- 34 Melissa Pelchat, Montpelier Transit Center Supervisor
- 35 Mark Stupik, Berlin Operations Supervisor
- 36 Romeo Von Hermann, Station and Customer Service Supervisor
- 37 Tammy Masse, Controller
- 38 Tyler Austin, Maintenance Manager
- 39 Alt. Commissioner Will Anderson, Burlington
- 40 Alt. Commissioner Alec Jones, Lamoille County
- 41 Caleb Grant, Rural Community Transit (RCT)
- 42 Commissioner Paul Bohne, Essex
- 43 Alt. Commissioner Judy Rosenstreich, Shelburne
- 44 Rebecca Watarz, Administrative Assistant
- 45 Stephen Falbel, Steadman Hill Consulting
- 46 Monica White, Director of Central Vermont Services
- 47 Various Franklin County Drivers (camera in the breakroom)
- 48 Scott Ballard, IT Coordinator
- 49 Randy Schoonmaker, Southeast Vermont Transit (SEVT)
- 50 Curtis Clough, Teamsters
- 51 Nate Bergeron, Chief Steward
- 52 Ed Adrian, Legal Counsel

53

54 **Open Meeting**

55 Chair Brewer opened the meeting at 9:01 AM and led attendees in
56 introductions.

57

58 **Adjustment of the Agenda**

59 None

60

61 **Approval of Board Meeting Minutes**

62 Commissioner Suozzo motioned to approve the December minutes, and
63 Commissioner Grasso seconded. All were in favor and the motion carried.

64

65 **Public Comment**

66 None

67

68 **Introduction to Tri-Valley Transit-Jim Moulton, Executive Director**

69 Jim Moulton presented on Tri Valley Transit and answered questions related to
70 ridership, facility improvements, staff morale, rider care during a transition, etc.



71 **Introduction to Rural Community Transit-Caleb Grant, Executive Director**
72 Caleb Grant gave an overview of RCT services and read a statement of
73 intention related to the potential transfer of rural services. Caleb answered
74 Commissioner questions related to service area increases and how that would
75 be managed (regional manager), experience working within a union
76 environment, and volunteer recruitment.

77
78 **Updated Steadman Hill Study on Transfer of Rural Service-Stephen Falbel, Owner**
79 Stephen Falbel gave a presentation related to the study of rural options for
80 Green Mountain Transit. Steve answered questions related to the potential future
81 service structure, budget forecasts, and the different constraints between
82 municipalities versus non-profits.

83
84 **VTrans Recommendation on Transfer of Rural Service**
85 Ross MacDonald gave a recommendation in favor of transferring rural GMT
86 service to other providers. Ross answered questions related to funding support.

87
88 **Staff Recommendation on Transfer of Rural Service**
89 GM Clark provided an overview of the organizational assessment and
90 recommendation to defer the decision of transferring service to the state.
91 Commissioners voiced concerns related to providing the most good for the most
92 people, the advancement of service in the state, and the need for due
93 diligence. Members of the public echoed these concerns.

94
95 **Rural Transfer Recommendation for Final Legislative Report**
96 Commissioner Dimitruk introduced a motion a motion indicating that in regard
97 to Act 148, Section 9(e) of the 2024 legislative session, the Green Mountain
98 Transit Board of Commissioners supports further collaboration and additional due
99 diligence to ensure any decision is beneficial to the transit system, the riders, the
100 GMT organization and the GMT employees, TVT and RCT. GMT will continue to
101 provide service and implement efficiencies in our current service areas until 24
102 VSA Appendix, Chapter 801, Section 2 is amended and VTrans has assigned
103 service to other providers through the state grant application process. GMT
104 encourages the State of Vermont to work with TVT and RCT to ensure any
105 employee transferred to another provider retains employment with the same or
106 similar pay and benefits. If transfer to another provider is initiated but later
107 halted, GMT would welcome the opportunity to continue serving our rural areas.
108 GMT recognizes this is a partial, short term solution to funding for transit, and
109 further calls on the legislature to act upon and VTrans to implement the
110 recommendations of the transit funding studies. Commissioner Buermann



111 seconded. After discussion, the Board voted. All were in favor and the motion
112 carried.

113

114 **Review of Fare Data and Fare Adjustment Options**

115 Chief Steward Nate Bergeron provided an overview of driver sentiments and
116 suggestions to remove the “Let Them Ride” policy. Nate answered questions
117 related to the policy and driver assaults.

118

119 Director Chris Damiani presented fare collection data and the breakdown of
120 ridership. Chris answered Commissioner questions related to the breakdown of
121 ridership, free rides, fare evasion, and discount fares.

122

123 **Preview of Likely Route Reductions/Modifications**

124 Director Chris Damiani provided an overview of current route reductions and a
125 preview of upcoming and potentially upcoming reductions and modifications.
126 Chris answered commissioner questions related to stops, walkability, and cost.

127

128 **Executive Session to Discuss Labor Relations**

129 Commissioner Dimitruk moved to find that premature general public knowledge
130 of our bargaining position for our next urban operator's agreement would place
131 GMT at a substantial disadvantage. Commissioner Buermann seconded. All
132 were in favor.

133

134 Commissioner Spencer made a motion to enter an executive session inviting in
135 Jamie Smith, Nick Foss, Jon Moore, Clayton Clark, and Jimmy Johnson.

136 Commissioner Dimitruk seconded. All were in favor and the Board entered
137 Executive session at 2:33 PM

138

139 Commissioner Spencer made a motion to exit Executive Session and
140 Commissioner Bohne seconded. All were in favor and the Board exited the
141 executive session at 3:07 PM with no action taken.

142

143 **Commissioner Comments**

144 Commissioner Dimitruk thanked the driver of the Route 2 bus, which her mother
145 rides four days a week, for taking good care of her mother during the recent
146 frigid weather.

147

148 **Adjourn**

149 The board adjourned at 3:08 PM.

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V1305	Allegiant Care	12/6/24	102861	284,894.00	Insurance
V1334	Background Investigation Bureau, LLC	12/6/24	102862	102.00	
V225	Burlington Electric Department	12/6/24	102863	3,477.14	6 Electric Bills
V1227	Burlington Public Works-NON Water!!!	12/6/24	102864	252.00	
V226	Burlington Public Works-Water	12/6/24	102865	413.65	
V228	C.I.D.E.R., Inc.	12/6/24	102866	26,244.65	Medicaid Rides
V1564	Connolly Heather	12/6/24	102867	250.00	
V253	FleetWave Partners, LLP	12/6/24	102868	3,887.10	3 Radio Repeater Invoices
V261	Green Mountain Power	12/6/24	102869	24.58	
V2256	Handy Toyota Inc	12/6/24	102870	539.48	
V2257	Harbor Freight	12/6/24	102871	72.99	
V264	IBF Solutions, Inc.	12/6/24	102872	344.75	
V2094	Josephson Taylor	12/6/24	102873	2,524.34	Lawn Care
V1509	Lawson Products, Inc	12/6/24	102874	211.74	
V2013	Luneau Brothers Glass LLC	12/6/24	102875	812.26	
V1709	Monaghan Safar Ducham PLLC	12/6/24	102876	405.00	
V298	Sanel Auto Parts Co.	12/6/24	102877	36.90	
V2225	Sunoco LP	12/6/24	102878	21,553.24	Fuel
V727	Tri Valley Transit	12/6/24	102879	19,833.00	Local Funds Transfer
V1030	UniFirst Corporation	12/6/24	102880	371.42	
V796	Yipes Auto Accessories	12/6/24	102881	1,167.20	2 Marketing Invoices
V1446	M T Wallets, LLC	12/6/24	EFT000000018067	3,400.00	Lease
V1825	Ride Your Bike LLC	12/6/24	EFT000000018068	955.09	
V308	Steadman Hill Consulting, Inc.	12/6/24	EFT000000018069	11,020.00	Consulting

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V1099	Barnett, Wendy	12/13/24	102882	1,072.00	Volunteer
V2254	Baruzzi Eric	12/13/24	102883	124.62	Volunteer
V1884	Donaghy Peardon	12/13/24	102884	112.56	Volunteer
V2032	Merrill John	12/13/24	102885	174.87	Volunteer
V1911	O'Donnell Kathleen	12/13/24	102886	104.52	Volunteer
V181	Owen, Helen	12/13/24	102887	913.88	Volunteer
V2190	Robair Jasmine	12/13/24	102888	225.08	Volunteer
V1800	Sells Catherine	12/13/24	102889	34.84	
V962	Williams, Kenneth	12/13/24	102890	76.86	
V2175	Woods Barbara	12/13/24	102891	221.1	Volunteer
V279	ABC Bus Companies-Muncie	12/13/24	102892	1,999.49	4 Part Invoices
V316	Able Paint, Glass & Flooring Co.	12/13/24	102893	5.98	
V696	BANG	12/13/24	102894	428	
V2255	Bates Corie	12/13/24	102895	140	Shoe Reimbursement
V2196	Brady Industries	12/13/24	102896	1,337.23	5 Maintenance Supply Invoices
V284	Brenntag Lubricants Northeast	12/13/24	102897	2,919.96	Part Invoice
V227	Burlington Telecom	12/13/24	102898	2,310.61	IT Invoice
V228	C.I.D.E.R., Inc.	12/13/24	102899	36,918.79	E&D Medicaid, MM and Van Rides
V851	Champlain Medical	12/13/24	102900	351	
V2053	Clarke Shawana	12/13/24	102901	100	Shoe Reimbursement
V220	Class C Solutions Group	12/13/24	102902	3,088.76	4 Part and Hardware Invoices
V237	Comcast	12/13/24	102903	137.89	
V240	D & M Fire and Safety Equipment	12/13/24	102904	800	
V1799	Dahal Raju	12/13/24	102905	99.95	
V242	Danform Shoes	12/13/24	102906	710.99	
V2202	Donna Mari	12/13/24	102907	42.88	
V250	Fisher Auto Parts	12/13/24	102908	1,306.13	17 Part Invoices
V252	FleetPride, Inc	12/13/24	102909	6,120.12	11 Part Invoices
V257	Gillig Corp.	12/13/24	102910	17,459.60	12 Part Invoices
V2027	Goss Dodge	12/13/24	102911	49.44	
V259	Grainger	12/13/24	102912	44.56	
V263	Heritage Ford	12/13/24	102913	2,185.84	4 Part Invoices
V2258	Howe Merle	12/13/24	102914	150	Shoe Reimbursement
V1658	J. David White Associates, Inc.	12/13/24	102915	800	
V1779	Key Motors of South Burlington	12/13/24	102916	260.98	
V328	Kirk's Automotive Inc.	12/13/24	102917	704	
V1433	Lamm, Dave	12/13/24	102918	42.77	
V1947	Land Care Agri. Services LLC	12/13/24	102919	105	
V2029	Lift-U	12/13/24	102920	1,006.41	Part Invoice
V1545	Lovell, Daniel G dba Dan Lovell Photography	12/13/24	102921	1,500.00	Marketing Invoice
V270	Lowe's	12/13/24	102922	626.11	
V276	Metalworks	12/13/24	102923	250	
V1068	Midwest Bus Corporation	12/13/24	102924	134.03	
V278	Mohawk Mfg. & Supply Co.	12/13/24	102925	2,057.18	7 Part Invoices
V1320	NorthEast Mailing Systems, LLC	12/13/24	102926	229.95	
V950	Northern ToyotaLift	12/13/24	102927	102.88	
V2259	Nykiel Brian	12/13/24	102928	150	Shoe Reimbursement
V223	O'Reilly Auto Enterprises, LLC	12/13/24	102929	1,077.42	10 Part Invoices
V594	Offset House The, Inc	12/13/24	102930	4,872.00	Marketing Invoice Guides
V1484	Parsons Environment & Infrastructure Group Inc.	12/13/24	102931	83.62	
V1906	Pete's Tire Barns Inc	12/13/24	102932	15,085.43	21 Tire and Tire Disposal Invoices
V2220	Pierce Kylee	12/13/24	102933	909.29	FSA Reimbursement
V136	Pilav, Omer	12/13/24	102934	297	FSA Reimbursement
V545	Pitney Bowes - Leasing	12/13/24	102935	179.85	
V2048	Pokhrel Deepak	12/13/24	102936	605.33	Training and FSA Reimbursement
V1165	Posner, Jordan	12/13/24	102937	845	Consulting
V298	Sanel Auto Parts Co.	12/13/24	102938	80.53	
V301	Sovernet	12/13/24	102939	1,466.93	IT Invoice

V1560	State Industrial Products Corporation	12/13/24	102940	411.08	
V309	Stride Creative Group	12/13/24	102941	653.4	
V2225	Sunoco LP	12/13/24	102942	20,111.00	Fuel
V1875	Sunwealth Project Pool 14 LLC	12/13/24	102943	2,399.17	Solar Invoice
V2107	Sylvester Gary	12/13/24	102944	351.86	FSA Reimbursement
V2074	T-Mobile	12/13/24	102945	2,572.80	IT Invoice
V1979	Tansey Carol	12/13/24	102946	100	2 JEDI Stipend Checks
V1883	TDI Repair Facility LLC	12/13/24	102947	492.5	
V186	Tech Group, The	12/13/24	102948	16,180.60	4 IT Invoices
V734	Thermo King Northeast/Dattco	12/13/24	102949	1,625.08	Part Invoice
V868	Town, Justin	12/13/24	102950	227	FSA Reimbursement
V273	Transit Holding, Inc.	12/13/24	102951	2,166.74	8 Part Invoices
V1030	UniFirst Corporation	12/13/24	102952	744.54	
V876	Vehicle Maintenance Program, Inc.	12/13/24	102953	197.9	
V1119	Vermont League of Cities & Towns	12/13/24	102954	560	
V2226	Vermont News And Media LLC	12/13/24	102955	599	
V2133	Vital Delivery Solutions LLC	12/13/24	102956	77.14	
V336	W.B Mason Co., Inc.	12/13/24	102957	340.34	
V2248	Anthony Peter	12/13/24	EFT000000018070	697.47	Volunteer
V2186	Barabe James	12/13/24	EFT000000018071	819.41	Volunteer
V1150	Bruley SR, Mark	12/13/24	EFT000000018072	1,280.37	Volunteer
V548	Burnor, David	12/13/24	EFT000000018073	1,301.81	Volunteer
V1707	Chase, Betty	12/13/24	EFT000000018074	893.78	Volunteer
V2231	Cohen Lori	12/13/24	EFT000000018075	297.48	Volunteer
V1676	Croteau, William	12/13/24	EFT000000018076	1,160.44	Volunteer
V70	LeClair Raymond	12/13/24	EFT000000018077	944.7	Volunteer
V2118	Marsh Donald	12/13/24	EFT000000018078	147.4	Volunteer
V86	Pike, Gail	12/13/24	EFT000000018079	1,007.68	Volunteer
V771	Sammons Chandra	12/13/24	EFT000000018080	596.97	Volunteer
V1725	Utton, Debra	12/13/24	EFT000000018081	747.72	Volunteer
V1751	Foss, Nicholas	12/13/24	EFT000000018082	379.65	FSA Reimbursement
V38	Moore, Jon	12/13/24	EFT000000018083	271.5	FSA Reimbursement
V2218	Pelchat Melissa	12/13/24	EFT000000018084	469.01	FSA Reimbursement
V1994	Reid Stephanie	12/13/24	EFT000000018085	26.08	
V141	Riley, Shawn	12/13/24	EFT000000018086	48.92	
V2122	Smith Kimberly	12/13/24	EFT000000018087	78.95	
V17	Smith, Jamie L	12/13/24	EFT000000018088	192.3	FSA Reimbursement
V308	Steadman Hill Consulting, Inc.	12/13/24	EFT000000018089	10,260.00	Consulting Invoice Planning

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V279	ABC Bus Companies-Muncie	12/20/24	102989	3,827.20	10 parts invoices
V316	Able Paint, Glass & Flooring Co.	12/20/24	102995	840	
V415	Amazon Capital Services	12/20/24	102999	3,747.29	30 supply invoices
V1481	Amerigas	12/20/24	102962	805.06	
V1062	Bailey Spring & Chassis	12/20/24	102959	340.73	
V2196	Brady Industries	12/20/24	102971	1,890.47	6 supply invoices
V284	Brenntag Lubricants Northeast	12/20/24	102991	14,235.79	5 supply invoices
V225	Burlington Electric Department	12/20/24	102974	3,349.49	1 utility invoice
V226	Burlington Public Works-Water	12/20/24	102975	3,098.74	2 utility invoices
V220	Class C Solutions Group	12/20/24	102972	2,038.99	4 supply invoices
V1564	Connolly Heather	12/20/24	102963	500	CDL testing
V403	Firetech Sprinkler Corp.	12/20/24	102997	925.4	
V250	Fisher Auto Parts	12/20/24	102976	771.06	
V252	FleetPride, Inc	12/20/24	102977	3,895.70	4 parts invoices
V1814	Fred's Plumbing & Heating Inc.	12/20/24	102965	379.6	
V799	Gauthier Trucking Company, Inc.	12/20/24	103001	1,130.88	Trash service
V256	Genfare	12/20/24	102978	3,769.75	Credit card processing fees
V257	Gillig Corp.	12/20/24	102979	14,791.67	14 parts invoices
V259	Grainger	12/20/24	102980	841.25	
V260	Green Mountain Kenworth, Inc.	12/20/24	102981	164.73	
V261	Green Mountain Power	12/20/24	102982	1,814.44	3 utility invoices
V263	Heritage Ford	12/20/24	102983	51.96	
V264	IBF Solutions, Inc.	12/20/24	102984	2,262.96	2 uniform invoices
V1779	Key Motors of South Burlington	12/20/24	102964	327.31	
V328	Kirk's Automotive Inc.	12/20/24	102996	2,785.53	2 parts invoices
V2029	Lift-U	12/20/24	102970	2,003.42	1 parts invoice
V268	Loomis	12/20/24	102985	173.81	
V2013	Luneau Brothers Glass LLC	12/20/24	102969	937	
V276	Metalworks	12/20/24	102987	463.75	
V1068	Midwest Bus Corporation	12/20/24	102960	122.1	
V2161	Model 1 Commercial Vehicles, Inc	12/20/24	EFT000000018091	261,464.00	Purchase of 2 vehicles
V278	Mohawk Mfg. & Supply Co.	12/20/24	102988	2,394.92	4 parts invoices
V792	Myers Container Service Corp.	12/20/24	103000	706.99	
V283	Neopart LLC	12/20/24	102990	394.46	
V996	New England Air Systems	12/20/24	103004	314	
V223	O'Reilly Auto Enterprises, LLC	12/20/24	102973	1,930.48	15 parts invoices
V863	P & P Septic Service, Inc	12/20/24	103002	160	
V1906	Pete's Tire Barns Inc	12/20/24	102967	6,322.78	8 parts invoices
V2011	Ride-Away Inc	12/20/24	102968	118.86	
V297	Safety-Kleen Systems, Inc.	12/20/24	102992	1,209.55	Oil recycling
V298	Sanel Auto Parts Co.	12/20/24	102993	254.28	
V303	SSTA	12/20/24	EFT000000018092	166,205.00	ADA Rides
V1883	TDI Repair Facility LLC	12/20/24	102966	530	
V273	Transit Holding, Inc.	12/20/24	102986	4,772.11	13 parts invoices
V313	Travelers	12/20/24	102994	541,335.75	Insurance
V1030	UniFirst Corporation	12/20/24	102958	2,759.20	14 uniform cleaning invoices
V876	Vehicle Maintenance Program, Inc.	12/20/24	103003	4,221.56	4 parts invoices
V410	Vermont Gas Systems, Inc.	12/20/24	102998	301.9	
V1459	Vermont Information Consortium LLC	12/20/24	102961	225	
V1856	Via Transportation Inc.	12/20/24	EFT000000018090	4,500.00	Vehicle fees

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V239	Cummins Northeast LLC	12/27/24	103029	81,467.04	2 New engines
V1965	Quality Tool & Equipment Inc	12/27/24	103017	10,800.00	1 Equipment Invoice
V410	Vermont Gas Systems, Inc.	12/27/24	103038	7,377.38	5 Utility invoices
V2261	Patrick Cahill	12/27/24	103028	4,350.99	Medicaid Reimbursement
V1446	M T Wallets, LLC	12/27/24	EFT000000018106	3,400.00	Lease payment
V2074	T-Mobile	12/27/24	103019	2,572.80	1 Communications invoice
V391	Verizon Wireless	12/27/24	103037	2,050.25	1 Communications invoice
V696	BANG	12/27/24	103042	1,968.00	3 Advertising invoices
V720	Power Washer Sales, LLC	12/27/24	103043	1,959.50	1 Supply Invoice
V1150	Bruley SR, Mark	12/27/24	EFT000000018095	1,563.11	Volunteer
V1676	Croteau, William	12/27/24	EFT000000018099	1,530.28	Volunteer
V279	ABC Bus Companies-Muncie	12/27/24	103033	1,441.95	1 Part invoice
V284	Brenntag Lubricants Northeast	12/27/24	103034	1,431.88	2 Equipment invoices
V1686	Stowe Pest Control	12/27/24	103015	1,400.00	1 Service invoice
V225	Burlington Electric Department	12/27/24	103026	1,317.04	1 Utility invoice
V86	Pike, Gail	12/27/24	EFT000000018102	1,301.81	Volunteer
V548	Burnor, David	12/27/24	EFT000000018096	1,191.93	Volunteer
V260	Green Mountain Kenworth, Inc.	12/27/24	103031	999.08	
V1707	Chase, Betty	12/27/24	EFT000000018097	904.5	Volunteer
V181	Owen, Helen	12/27/24	103007	861.62	Volunteer
V1066	Cassell, Robert Jr.	12/27/24	EFT000000018105	844.5	Section 125 reimbursement
V70	LeClair Raymond	12/27/24	EFT000000018100	844.2	Volunteer
V1725	Utton, Debra	12/27/24	EFT000000018104	764.47	Volunteer
V2248	Anthony Peter	12/27/24	EFT000000018093	718.91	Volunteer
V220	Class C Solutions Group	12/27/24	103022	715.95	
V545	Pitney Bowes - Leasing	12/27/24	103040	652.48	
V223	O'Reilly Auto Enterprises, LLC	12/27/24	103024	545.96	
V2186	Barabe James	12/27/24	EFT000000018094	527.29	Volunteer
V226	Burlington Public Works-Water	12/27/24	103027	470.14	
V301	Sovernet	12/27/24	103036	451.83	
V250	Fisher Auto Parts	12/27/24	103030	442.54	
V273	Transit Holding, Inc.	12/27/24	103032	436.77	
V771	Sammons Chandra	12/27/24	EFT000000018103	422.1	Volunteer
V2090	Churchill Brenda	12/27/24	EFT000000018098	351.08	Volunteer
V224	Burlington Communications	12/27/24	103025	307.5	
V2229	Meigs Jody	12/27/24	103023	258.25	Section 125 reimbursement
V297	Safety-Kleen Systems, Inc.	12/27/24	103035	255.31	
V1564	Connolly Heather	12/27/24	103014	250	
V38	Moore, Jon	12/27/24	EFT000000018110	225.54	Section 125 reimbursement
V659	Winooski, City of	12/27/24	103041	216.45	
V2175	Woods Barbara	12/27/24	103011	212.39	Volunteer
V2032	Merrill John	12/27/24	103006	195.64	Volunteer
V17	Smith, Jamie L	12/27/24	EFT000000018107	192.3	Section 125 reimbursement
V1378	Johnson, James	12/27/24	103012	179.39	Meeting food purchase reimbursement
V1994	Reid Stephanie	12/27/24	EFT000000018109	174.95	Section 125 reimbursement
V1751	Foss, Nicholas	12/27/24	EFT000000018108	145.99	Section 125 reimbursement
V851	Champlain Medical	12/27/24	103044	130	
V451	Stowe, Town of Electric Department	12/27/24	103039	121.18	
V2084	Consolidated Communications	12/27/24	103020	120.13	
V2183	Miles Theodore	12/27/24	103021	63.56	
V2118	Marsh Donald	12/27/24	EFT000000018101	60.97	
V1700	Owen, Holly	12/27/24	103008	56.28	
V1695	Austin, Tyler	12/27/24	103016	54	
V2260	Jaylyn Whitaker	12/27/24	103005	52.08	
V2048	Pokhrel Deepak	12/27/24	103018	45	
V2158	Richardson Martha	12/27/24	103009	32.76	
V1509	Lawson Products, Inc	12/27/24	103013	27.51	
V1932	Sheridan Megan	12/27/24	103010	25.62	



MEMO

To: GMT Board of Commissioners
From: Chris Damiani, Director of Planning
CC: Clayton Cark, General Manager
Date: January 17, 2025
Subject: January 21, 2025 Board Meeting

Recommendation:

Suggested Motion to approve GMT Service Reductions:

"I move that the Green Mountain Transit Board of Commissioners approve the proposed service changes as outlined below."

Service Adjustments

- Adjust routing of #5 Pine Street to reflect changes due to the construction of the Champlain Parkway.

Related Policy

The process that was set in place at the August 27, 2024 Board meeting is guided by the [GMT Fare and Service Changes Public Hearing Policy](#) which was approved by the board on July 29, 2009.

Background

At the December 17, 2024 Green Mountain Transit Board of Commissioners meeting authorized staff to go out for public feedback on wide arrange of service.

Public Meetings were held at the following dates and times

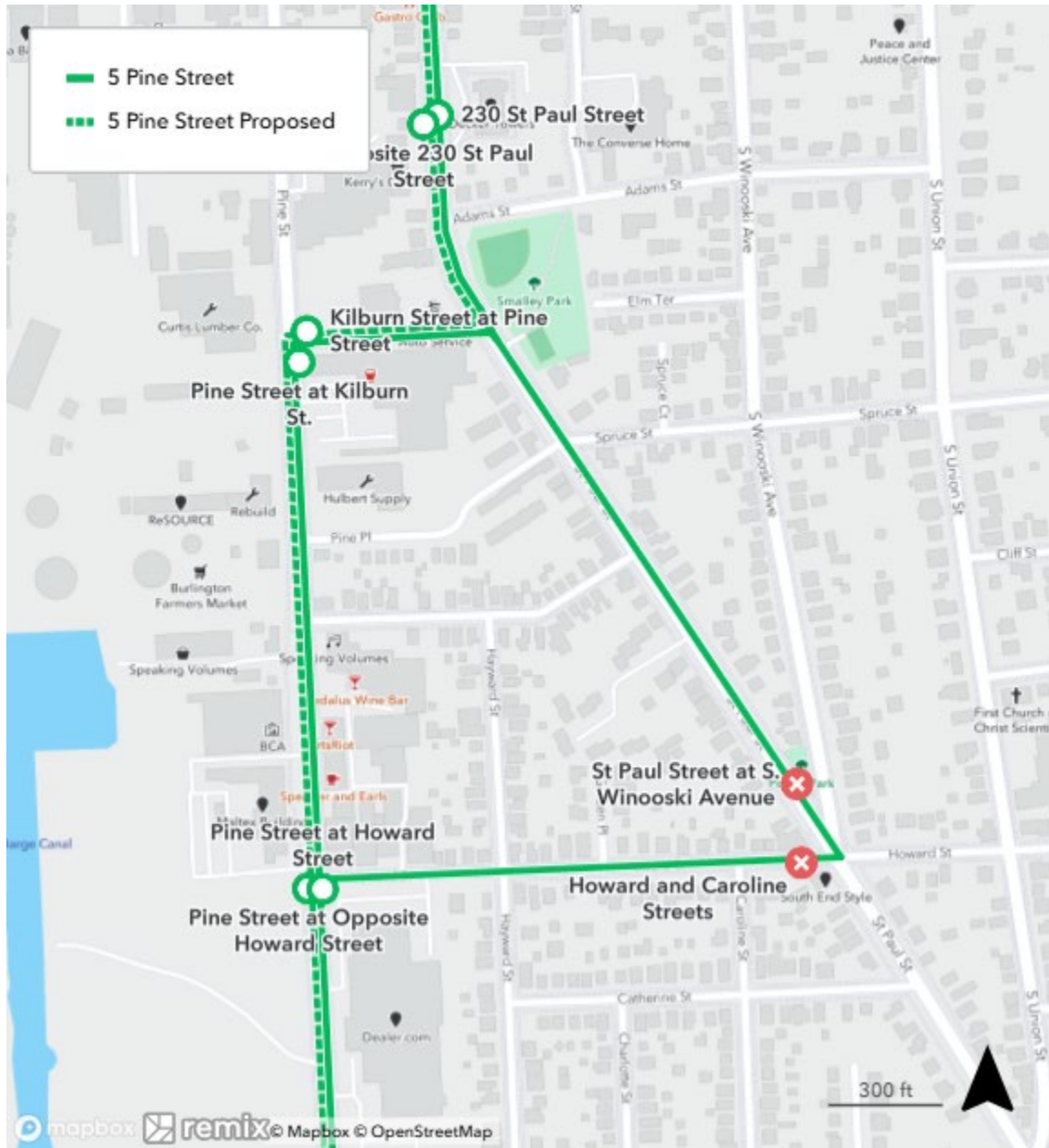
January 13, at 12:30 via zoom and at GMT Headquarters

January 14, at 5:30 via zoom and at GMT Headquarters

No comments were received related to this service change.

Routing Provided Below:









TO: GMT Board of Commissioners
CC: GMT Finance Committee
FR: Nick Foss, Director of Finance
DT: January 21, 2025
RE: Proposed FY26 Operating Budget

Per 24 App. V.S.A. ch. 801, § 7 (a) of GMT’s Municipal Charter, the Board of Commissioners are to prepare a budget for the Authority for the next fiscal year. This memo accompanies the Authority’s Proposed FY26 Operating Budget for consideration by the GMT Board of Commissioners.

Last month the Board of Commissioner’s endorsed the FY26 Operating Budget and approved staff to move forward with its annual public budget meeting which was held on January 13th and 14th at the Authority’s Burlington location. Staff presented the budget and offered to answer any questions from the members of the public that attended. Minutes from the meeting accompany this memorandum.

Staff are now asking that the Board of Commissioners ratify the previously endorsed operating budget for fiscal year 2026. A proposed motion has been provided below for consideration:

The Board of Commissioners approves the FY26 Operating Budget totaling \$30,881,167.

A copy of the Proposed FY26 Operating Budget has also been attached to this memorandum.

GREEN MOUNTAIN TRANSIT AUTHORITY

DRAFT FY26 Operating Budget

Revenues

FEDERAL, STATE AND LOCAL REVENUES

	URBAN	RURAL	Total
Municipal Member Assessments	\$3,162,722	\$0	\$3,162,722
Municipal Paratransit Assessments	\$1,200,473	\$0	\$1,200,473
Local Operating Assistance	\$7,000	\$511,942	\$518,942
Federal Urban Formula Grant (5307)	\$5,680,276	\$0	\$5,680,276
Federal Rural Operating Grant (5311)	\$0	\$1,445,000	\$1,445,000
State Regular Subsidy Operating Grant	\$2,000,000	\$1,100,000	\$3,100,000
E&D Grants and Cash Match	\$0	\$2,020,075	\$2,020,075
CMAQ Grants	\$1,975,644	\$1,567,625	\$3,543,269
Preventative Maintenance Grants	\$2,400,000	\$720,000	\$3,120,000
Other Federal/State Grants	\$1,317,500	\$227,313	\$1,544,813
Fund Balance Reserves	\$0	\$134,969	\$134,969
Local Match Fund Reserve Revenue	\$0	\$0	\$0
Total Federal, State and Local Revenues	\$17,743,615	\$7,726,924	\$25,470,538

OPERATING REVENUE

Passenger Revenue	\$1,765,832	\$0	\$1,765,832
Paratransit Fare	\$155,796	\$0	\$155,796
Advertising Revenue	\$200,000	\$10,000	\$210,000
Investment Income	\$1,000	\$87,500	\$88,500
Miscellaneous Revenue	\$5,000	\$5,000	\$10,000
Sales of Equipment	\$5,000	\$5,000	\$10,000
Medicaid Purchase of Service Revenue	\$0	\$3,100,000	\$3,100,000
Misc. Purchase of Service	\$33,000	\$37,500	\$70,500
Warranty Revenue	\$0	\$0	\$0
Operating Revenues	\$2,165,628	\$3,245,000	\$5,410,628

TOTAL REVENUES

\$19,909,243	\$10,971,924	\$30,881,167
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SALARIES AND WAGES

Other Wages	\$2,208,885	\$1,667,039	\$3,875,925
Driver Wages	\$5,519,143	\$2,725,094	\$8,244,237
Mechanic Wages	\$1,553,908	\$243,864	\$1,797,772
SALARIES AND WAGES	\$9,281,937	\$4,635,997	\$13,917,934

PERSONNEL TAXES AND BENEFITS

Payroll Taxes FICA/MC (8% of Wages)	\$750,909	\$375,052	\$1,125,961
Unemployment Tax Exp	\$25,000	\$18,000	\$43,000
Medical Insurance	\$2,547,987	\$948,215	\$3,496,202
Retirement ER Contributions	\$555,565	\$147,660	\$703,225
Employee Development	\$25,000	\$32,500	\$57,500
GM Development/training	\$0	\$0	\$0
Employee Benefits	\$158,572	\$62,012	\$220,584
PERSONNEL TAXES AND BENEFITS	\$4,063,033	\$1,583,439	\$5,646,472

GENERAL AND ADMIN EXPENSES

Admin Supplies and Expenses	\$110,160	\$34,986	\$145,146
Recruiting Expenses	\$10,000	\$8,500	\$18,500
Dues and Subscriptions	\$3,500	\$8,500	\$12,000
Travel and meetings	\$5,000	\$9,700	\$14,700
Communications	\$62,322	\$40,698	\$103,020
Computer Services	\$265,900	\$200,000	\$465,900

GREEN MOUNTAIN TRANSIT AUTHORITY

DRAFT FY26 Operating Budget

	URBAN	RURAL	Total
Board Development	\$0	\$0	\$0
Legal Fees	\$30,000	\$15,000	\$45,000
Insurance	\$1,434,262	\$702,295	\$2,136,557
Audit Fees	\$22,068	\$9,458	\$31,525
Consulting Fees	\$78,404	\$18,000	\$96,404
GENERAL AND ADMIN EXPENSES	\$2,021,616	\$1,047,136	\$3,068,752
<u>OPERATIONS EXPENSES</u>			
Employee New Hire/Background Checks	\$4,500	\$12,500	\$17,000
DOT Testing	\$6,600	\$8,000	\$14,600
Employment Recruitment Referral Program	\$800	\$400	\$1,200
Drivers' Uniforms	\$31,000	\$15,500	\$46,500
Safety Expense	\$2,500	\$0	\$2,500
Misc. Operating Expenses	\$4,000	\$1,000	\$5,000
OPERATIONS EXPENSES	\$49,400	\$37,400	\$86,800
<u>PLANNING EXPENSES</u>			
Other Planning Expense	\$0	\$50,000	\$50,000
CCRPC Planning Exp	\$387,500	\$0	\$387,500
PLANNING EXPENSES	\$387,500	\$50,000	\$437,500
<u>VEHICLE/BUILDING MAINTENANCE EXP</u>			
Parts Expense - Non-Revenue Vehicle	\$15,300	\$5,100	\$20,400
Parts Expense - Revenue Vehicles	\$904,740	\$252,960	\$1,157,700
Tires	\$158,100	\$61,200	\$219,300
Facility Maintenance	\$152,714	\$107,100	\$259,814
Passenger Facility Expense	\$19,760	\$0	\$19,760
Cleaning Expense	\$4,080	\$0	\$4,080
Repeater Fees	\$25,500	\$20,400	\$45,900
Light, Heat and Water	\$193,800	\$71,400	\$265,200
Fuel -Vehicles	\$1,096,500	\$554,916	\$1,651,416
Maintenance Tools/Supplies/Uniforms	\$150,414	\$46,744	\$197,158
Misc. Maintenance Expenses and fees	\$30,600	\$30,090	\$60,690
VEHICLE/BUILDING MAINTENANCE EXP	\$2,751,508	\$1,149,910	\$3,901,418
<u>CONTRACTED EXPENSES</u>			
ADA/SSTA PARATRANSIT	\$2,154,750	\$0	\$2,154,750
Partner Local Share	\$0	\$4,941	\$4,941
Functional Assessment Expenses	\$0	\$0	\$0
Volunteer Drivers	\$0	\$395,500	\$395,500
Other Transportation Svcs	\$0	\$1,717,453	\$1,717,453
CONTRACTOR EXPENSES	\$2,154,750	\$2,117,894	\$4,272,644
<u>MARKETING EXPENSE</u>			
Bus Tickets/Fare Media	\$10,000	\$0	\$10,000
Marketing Exp	\$26,320	\$12,000	\$38,320
Public Information	\$26,000	\$15,000	\$41,000
MARKETING EXPENSE	\$62,320	\$27,000	\$89,320
<u>OTHER EXPENSES</u>			
Debt Service/Capital Reserve	\$0	\$0	\$0
Capital Match Fund	\$351,484	\$250,415	\$601,899
OTHER EXPENSES	\$351,484	\$250,415	\$601,899

GREEN MOUNTAIN TRANSIT AUTHORITY

DRAFT FY26 Operating Budget

	URBAN	RURAL	Total
Total Expenses	\$21,123,548	\$10,899,191	\$32,022,739
Deferred Cost			
Cost Allocations	<u>\$72,734</u>	<u>(\$72,734)</u>	\$0
Balance	<u>(\$1,141,572)</u>	<u>\$0</u>	<u>(\$1,141,572)</u>

Cost Allocations Details (negative is increased expense)

Admin Allocations based on internal projection	\$330,474	(\$330,474)	
Maintenance Labor/fringe/overhead	\$210,000	(\$210,000)	
GMTA Operated Link	<u>(\$467,740)</u>	<u>\$467,740</u>	
Current Year Deferred Costs IDC			
Total Cost Allocations:	<u>\$72,734</u>	<u>(\$72,734)</u>	



FY26 Public Budget and Service Adjustment Meeting Minutes
Monday, January 13, 2025
101 Queen City Road, Burlington VT 05401

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit oriented development, and enhance the quality of life for all.

1 **Present**

- 2 Nick Foss, Director of Finance
3 Chris Damiani, Director of Planning
4 Clayton Clark, General Manager
5 Jamie Smith, Director of Rider Experience
6 Connor Smith, Capital Projects Manager
7 Ash LaBombard, Marketing and Outreach Coordinator
8 Scott Ballard, IT Coordinator
9 Katie Martin, CATMA
10 Connor Daley, Member of the Public
11 Mary, Member of the Public

12

13 **Open Meeting**

14 Director Foss opened the meeting at 12:31 PM.

15

16 **FY26 Operating Budget Presentation**

17 Nick Foss presented the FY26 Operating Budget, highlighting Urban vs. Rural
18 funding, the Urban Deficit, GMT's funding mix, municipal assessments, and
19 changes in expenses. None of the attendees had any questions for Director
20 Foss.

21

22 **Service Adjustments Presentation**

23 Chris Damiani presented on the next round of service adjustments, which
24 include approved changes to the Milton Commuter/Saint Albans LINK Express
25 and Montpelier LINK Express, and proposed changes to the #5 Pine St, #9
26 Winooski, #10 Williston/Essex, #8 City Loop, #1 Williston/#11 Airport, and Sunday
27 service. None of the attendees had any questions for Director Damiani.

28

29 **Adjourn**

30 The meeting ended at 1:25 PM.



FY26 Public Budget and Service Adjustment Meeting Minutes
Tuesday, January 14, 2025 | 5:30PM
101 Queen City Road, Burlington VT 05401

The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit oriented development, and enhance the quality of life for all.

1 **Present**

2 Nick Foss, Director of Finance
3 Chris Damiani, Director of Planning
4 Clayton Clark, General Manager
5 Jamie Smith, Director of Rider Experience
6 Commissioner Henry Bonges, Milton
7 Thomas Caswell, Member of the Public
8 Matt DeSorgher, Member of the Public

9
10 **Open Meeting**

11 Director Foss opened the meeting at 5:30 PM.

12
13 **FY26 Operating Budget Presentation**

14 Nick Foss presented the FY26 Operating Budget, highlighting Urban vs. Rural
15 funding, the Urban Deficit, GMT's funding mix, municipal assessments, and
16 changes in expenses. None of the attendees had any questions for Director
17 Foss.

18
19 **Service Adjustments Presentation**

20 Chris Damiani presented on the next round of service adjustments, which
21 include approved changes to the Milton Commuter/Saint Albans LINK Express
22 and Montpelier LINK Express, and proposed changes to the #5 Pine St, #9
23 Winooski, #10 Williston/Essex, #8 City Loop, #1 Williston/#11 Airport, and Sunday
24 service.

25
26 Matt DeSorgher asked about the routing of the Milton/St. Albans LINK Express
27 combo route. Thomas Caswell gave general feedback about the service
28 reductions.

29
30 **Adjourn**

31 The meeting ended at 6:30 PM.



To: CCRPC UPWP Committee
From: Christopher Damiani, Director of Planning
Date: January 16, 2025
RE: GMT FY26 Planning Activities

FY26 Funding Request:

The FY26 work plan for GMT covers six major areas (Service Planning, Capital Projects Planning, National Transit Database Reporting, Ride check, and Additional Planning Projects, Professional Development). A brief summary of the individual tasks within each major area can be found below.

Service Planning:

1. Route Analysis: Planning Staff will continually monitor and analyze route performance through data analysis, surveys, communication with our customers, drivers, community partners, and riding the bus to ensure we are meeting the mission of the organization.

2. Remix Planning Software: The GMT Planning Department will continue to use [Remix](#) software for our service design/redesign. This software will continue to be important as many regional construction projects move forward, which will impact current service.

3. Technology: Planning Staff will continue to work closely with our AVL partners (Swiftly, Trillium, Transit App). This technology allows us to determine schedule improvements, monitor on-time performance, monitor fleet, and identify potential routing adjustments. In addition, GMT will continue working with Swiftly in future product development enhancements of their software. This years focus will be will be working with them on a new operator log in reporting system. By understanding our data completeness through operator login's on tablets, it will help us better deploy current and future technologies such as Automatic Passenger Counters and Automatic Stop Annunciators.

5. Farebox and Ridership Data Management: In May of 2024 GMT began fare resumption. We are continuing to set up systems as we learn more about the new ridership database.



Tasks include data cleaning, analysis, and validation processes. Staff aim to roll out a new passenger counting application to track boardings and alightings by stop. This will greatly improve the efficiency of ridership data collection in our Capital and Franklin and Grand Isle regions.

6. Driver Scheduling: Planning and Operations staff will work together to manage the data within the HASTUS driver scheduling software, participate in the driver scheduling committee meetings, and utilize the software to develop driver schedules for each driver bid.

7. Transportation Working Groups: GMT staff will continue to participate in local and regional meetings including, but not limited to, Transportation Advisory Committee, Regional Planning Commission, and transportation corridor meetings.

8. Service Planning Guidelines A priority for this year which has been heightened due to the service reductions that have occurred to date with budget challenges is developing service planning guidelines. This document will focus on the strategies and best practices for designing and optimizing public transportation systems. It will address factors such as route design, frequency of service, capacity planning, integration with other transportation modes, and accessibility.

Capital Projects Planning:

1. Vehicle Replacement & Infrastructure Planning: Planning, Operations, and Capital Projects staff will continue to monitor and update or replace vehicles, facilities, and passenger amenities at bus stops. Staff will monitor and manage the organization assets following its Transit Asset Management. Staff will continue to participate in meetings related to bus electrification.

Major projects for FY 26 include the following

- Fire suppression and ventilation system upgrade projects in the bus garage to allow for future indoor bus charging. Work will include meetings with project teams, construction procurement, and administration.
- Facility upgrade planning work. We have several facility related upgrades in the planning stage currently. We are working with our design team to draft construction plans and create a scope of work for facility wide



ventilation and HVAC improvements, a new bus wash system, and creating a new covered walkway to the bus garage to improve safety and pedestrian traffic flow.

- Working with project partners on continued electric charging infrastructure deployment ahead of future electric bus deliveries. This year we are anticipating the installation of three additional EV chargers with the capacity to charge nine buses indoors.
- Vehicle Procurements related to new electric vehicles.
- Carbon Reduction Plan: This plan would help GMT understand where we are now in terms of carbon output versus where we should be aiming in the future by establishing goals for reduction through capital improvement, facility upgrades, or use of alternative fuel vehicles. Furthermore the proposed plan would help GMT align with stakeholders' efforts around carbon reduction.
- Grant Application Planning: Working with consultants, state partners, and internal partners on preparing for this year's cyclical Federal grants for facility and capital upgrades.

2. Shelter and Amenity Planning

GMT has formed an internal committee focused on stop amenities and placement standards. Over the past year that committee has worked on creating a committee charge, internal procedure documents on intake of requests for bus stops, amenities and stop maintenance requests. During this year staff will continue to work on building out and supporting the work of the committee.

Immediate stop amenity work includes deploying in stock timber frame shelters and six remaining simmie-seats

As each department who interacts with the committee builds out their own standards, this will be used to develop a public facing bus stop guidelines document as well a preferred amenity specification for GMT bus stops.

3. Automatic Passenger Counters: GMT has acquired automatic passenger counter sensors on six of our newest buses. With the technology onboard, we aim to pilot these 6 sensors and applicable software. The software will help us with data management from the raw APC files, clean the data to extract non



ridership counts(operator boardings and layover activity) as well assist in interpolating trips not found from APC observed data.

National Transit Database:

1. Monthly National Transit Database Reporting: Planning staff will compile data for the four following categories: 1) Demand Response Directly Operated 2) Coach Bus Directly Operated 3) Bus Directly Operated 4) Demand Response Purchased Transit

For each reporting category, staff must report service data: unlinked passenger trips, vehicle revenue miles, vehicle revenue hours, vehicles operated in annual maximum service.

2. Annual National Transit Database: The Federal Transit Administration requires GMT planning and finance staff with the assistance of a consultant to report on multiple facets of the organization. The NTD annual report covers the following categories:

- Service Data: These forms include data points such as vehicle revenue miles, route mileage, and ridership, passenger miles traveled.
- Financial Data: These forms include a summary of revenues and expenses for the organization such as fare revenue, local funding, salary expenses, benefits materials.
- Operational: These forms include capital reporting such as vehicle inventory, passenger stations, fare collection equipment and maintenance reports.
- Administrative Data: These forms include employee counts, hours worked, and general administrative reporting requirements.

Ridecheck:

Planning Staff, with the assistance of a consultant, conduct data collection of boarding and alighting for all GMT routes. This route survey provides valuable data to GMT not only for federal reporting requirements but also provides data for service planning efforts such as load capacity, level of amenities required for bus stops, adjustments to run times, segment performance, and route usage. This will also be used to validate data produced by an Automatic Passenger Counter System.



Additional Planning Projects:

Title VI Program Plan Update- As a federal grant recipient, is required by the Federal Transit Administration to conform to Title VI of the Civil Rights Act of 1964 and its amendments. Title VI of the Civil Rights Act of 1964 requires that no person in the United States, on the grounds of race, color or national origin be excluded from, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving federal financial assistance The Title VI Program Plan is required to be reviewed and modified every three years. It was last updated in May 2023 and will need to be updated by May 2026.

Regional Coordination: A focus this year and moving forward will be coordination at the local and regional level. In addition to regular project specific meetings that occur between the regional planning commission and GMT already, staff plans to create a process that aligns the RPC workplan and projects with where GMT should or needs to be at the table as communities think about transit. In addition when looking at the local level, something that has been heightened recently has been the various construction projects in and around our service area

Data Collaboration: Staff are working with the New Orleans Regional Transit Authority(NORTA) on an exciting collaboration to improve data management of our GFI Ridership database. This collaboration will be focused on creating systems to better automate our data cleaning processes.

Performance Committee- Planning and Capital Projects staff will be supporting the GMT board performance committee on a variety of projects including developing a performance tracking system that is more comprehensive than previous efforts as well as working through fleet planning items.

Human Services Transit- This project will be examining the feasibility of flipping the script on service access: instead of bringing riders to services, bring services to riders. This project will work with providers to examine potential solutions. This would include

TDM Development Guidelines- Area communities continue to work on creating new or updated Transportation Demand Management ordinances that can help increase ridership on existing routes or push development towards areas that work best for transit. GMT will continue to work with these municipalities on crafting that language but once



the language is development, staff aims to create a Transit Packet that is designed to provide the developer who must comply with the TDM ordinance an array of information from service to fare information, as well as potential bus stop amenities that can support their development.

Policy and Procedure- GMT recently implemented a new structure for rules established by the Board of Commissioners, policies established by the General Manager, and practices developed by Supervisory Staff. Through this new system, staff will be using this opportunity to craft a variety of new and adjusted Planning related rules, policies and practices.

Equity in Transit Advisory Committee (ETAC) Staff will be creating a new public facing committee called the Equity in Transit Advisory Committee (ETAC). This committee will be supported by the newly formed Rider Experience Department. The Equity in Transit Advisory Committee serves as a collaborative platform for engaging community organizations, advocates, and residents in shaping the future of Green Mountain Transit services. With a focus on amplifying the voices of underserved and underrepresented communities, ETAC will gather input to guide key regional transit efforts and ensure equitable access to transportation across the region.

ETAC operates independently but collaborates closely with Green Mountain Transit leadership to integrate community feedback into decision-making. By prioritizing equity and inclusion, the committee will play a vital role in fostering a transit system that reflects the needs and aspirations of all community members. Meetings are aimed to be held monthly.

Project Continuation: These two projects are slated to start in FY 25 but we anticipate continuing these projects into FY 26.

ADA Fixed Route Assessment- This is a new study that will be through consultants to help develop a new Fixed Route assessment among urban municipalities in GMT's region.

Chittenden County Microtransit Study- This will look at the feasibility and cost of a combined ADA paratransit and microtransit zone in Chittenden County.

Professional Development.

This line item is for professional development opportunities for staff to access trainings and conferences such as the American Public Transportation Association, American Planning Association, Northern New England American Planning Association, National



Transit Institute, CSched transit scheduling training and other course offerings related to transit planning and data management.

Transit Service & Operations Planning, Green Mountain Transit	
Service Planning	\$340,000
Capital Projects Planning	\$50,000
NTD reporting	\$10,000
Ridecheck	\$30,000
Additional Planning Projects	\$200,000
Professional Development	\$15,000
Total UPWP Funding Request:	\$645,000