



GMT Board Minutes

Date: July, 16 2019

Time: 7:30AM

Place: **19 Gregory Drive**
South Burlington, VT

Present:

Tom Chittenden, Chair, South Burlington
Bonnie Waninger, Vice Chair, Washington County
Paul Bohne, Treasurer, Essex
Chapin Kaynor, Commissioner, Williston
John Sharrow, Commissioner, Milton
Phil Pouech, Commissioner, Hinesburg (phone)
Tasha Wallis, Commissioner, Lamoille County (phone)
Chapin Spencer, Commissioner, Burlington
Catherine Dimitruk, Commissioner, Franklin County
Bob Buermann, Commissioner, Grand Isle County
Ray Coffey, Commissioner, Winooski

Jon Moore, Acting General Manager
Cari Whittemore, Executive Assistant
Jamie Smith, Marketing and Public Affairs Manager
Nicholas Foss, Director of Finance (phone)
Deb Coppola, Senior Accountant
Matthew Kimball, Capital Projects Manager
Patricia Redalieu, Director of Human Resources

Open Meeting –Chair Chittenden opened the meeting at 7:34 AM. A quorum of the Board was present.

Adjustment to the Agenda- None

Public Comment- No Comment



Route 14 New Service Planning & Implementation Process*- Mrs. Smith described the conversation with VTrans regarding VTrans and RCT. The Route 14 would begin approximately October 2019. This would be fare free, M-F round trip with RCT covering the morning and GMT would cover the afternoon. Ms. Smith asked to move forward with Public meetings and a VTrans fund 1 year pilot program. VTrans is committed to continue after 1 year with a possible fee. There was discussion regarding the viability of the route. The Board asked for additional information prior to approval. Commissioner Sharrow moved to table this conversation until next month. Commissioner Spencer seconded the motion. The motion to table the Route 14 Route discussion was approved and passed unanimously.

Nextgen Update- Ms. Smith proposed that GMT table the rural NextGen implementation because the Micro transit study changed the landscape of transportation for downtown Montpelier. Also, GMT would like to give Jen Wood an opportunity to get out and have conversations with public. GMT would like to double check on the cost saving efforts that they once felt would work and do an in-depth analysis. Commissioner Kaynor would like further reporting next month from staff regarding micro transit in Montpelier. Commissioner Sharrow proposed a motion to postpone the rural NextGen implementations until September. Commissioner Kaynor seconded the motion. Motion passes unanimously. Ms. Smith also gave an overview of the Urban NextGen implementation.

Queen City Road Roof Replacement Contract Award*- Mr. Kimball presented a memo regarding the useful life of the roof at 101 Queen City Road. He discussed his conversations with bidder firms. Commissioner Dimitruk proposed a motion to accept the bid from Monahan & Loughlin for \$641,000.00. Commissioner Buermann seconded the motion. The motion passed unanimously.

FY20 Capital Budget Amendment- Mr. Kimball discussed amendments for the Montpelier transit center budget. Mr. Kimball also stated that GMT was not given the grant money for an employee to staff the transit center. Commissioner Dimitruk proposed a motion to accept the amendments to the Capital Budget. Commissioner Bohne seconded the motion. The motion passed unanimously.

State Grant Application Process & Update- Mr. Foss presented his memo and gave an update on the grant. He also gave a breakdown on the awards from VTrans.

Resolution for Check Signing Authority* Memo- Mr. Foss presented a resolution to temporarily remove Mark Sousa's check signing authority. Mr. Foss also presented a request to temporarily removed Mr. Sousa from the business credit card account. Commissioner Dimitruk proposed a motion to update the check signing policy as presented. Commissioner Waninger seconded the motion. Commissioner Dimitruk



proposed a motion to update the business credit card account as presented. Commissioner Bohne seconded the motion. The motion passes unanimously.

Board Retreat Meeting Date & Topics- No specific individuals have been chosen to present. The retreat will potentially be pushed to September.

Committee Reports

- Leadership Committee: No updates. Next meeting TBD
- Strategy Committee: No updates. Next meeting TBD
- Finance Committee: Commissioner Bohne would like to hear from staff GMTSS initiative to keep the FY20 budget in line. Next meeting TBD
- Operations Committee: Next Meeting August 12, 2019, 9:30 a.m. Commissioner Sharrow will serve as Chair of Operations.
- Commissioner Comments & Announcements -none

Chair Chittenden proposed to add Jon Moore and Ed Adrian to the executive session to discuss three personnel matters. Commissioner Dimitruk moved to find that premature knowledge of the personnel matters would clearly place GMT at a substantial disadvantage. Commissioner Bohne seconded. The motion passes. Commissioner Waninger moved to enter executive session, inviting Jon Moore and Ed Adrian to receive legal advice. Commissioner Sharrow seconded the motion. The motion passes unanimously.

Jon Moore, Phil Pouech, and Tasha Wallis left the meeting during the executive session.

Motion to exit executive session was made by Paul Bohne, seconded by Catherine Dimitruk. Passed unanimously. Executive session exited at 10:07.

In open session...

Bonnie Waninger moved to authorize the chair to resolve a personnel matter based on discussion in executive session. Seconded by Bob Buermann. Passed unanimously.



John Sharrow moved to adjourn. Seconded by Bonnie Waninger. Passed unanimously. Meeting adjourned at 10:09 AM.

Next GMT Board of Commissioners Meeting Date: August 20, 2019

Respectfully Submitted,

Chapin Kaynor, Secretary