



Green Mountain Transit Board of Commissioners Meeting Agenda
Monday, July 21, 2025 | 9:00 AM
Great Room, Main Street Landing, Burlington, Vermont

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:

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

Phone-in Audio Only: +1 309 205 3325 US

Meeting ID: 750 755 1826

1. 9:00 AM – Meeting Called to Order
2. 9:01 AM – Adjustment to the Agenda
3. 9:02 AM – Public Comment
4. 9:05 AM – **Action:** Consent Agenda
 - a. Board Meeting Minutes ([June 17, 2025](#))
 - b. Check Register
5. 9:10 AM – **Action:** Election of Officers
6. 9:20 AM – **Action:** Delegation of Authority to Approve Annual Diesel Fuel Procurement—Matt Kimball
7. 9:25 AM – **Action:** Authorization to End Fare Free Service on Burlington Portion of #11—Clayton Clark
8. 9:35 AM – **Action:** Ending ADA Let Them Ride—Clayton Clark
9. 9:45 AM – Break
10. 10:00 AM – **Executive Session:** Rural Transfer Negotiations Preparation



11. 12:45 PM – Adjourn

Next GMT Board of Commissioners Meeting Date: August 19, 2025



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
June 17, 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.

Present:

Clayton Clark, General Manager
Stephanie Reid, Director of Human Resources
Jamie Smith, Director of Rider Experience
Connor Smith, Capital Projects Manager
Jimmy Johnson, Director of Transportation
Matt Kimball, Director of Transit Infrastructure
Nick Foss, Director of Finance
Tammy Masse, Controller
Will Hodgson, Transit Planner
Monica White, Director of Central VT Services
Tim Bradshaw, Director of Grants
Rich Carmo, Senior Staff Accountant
Commissioner Amy Brewer, Williston
Commissioner Andrea Suozzo, Burlington
Commissioner Bob Buermann, Grand Isle County
Commissioner Catherine Dimitruk, Franklin County
Commissioner Christian Meyer, Washington County
Commissioner Chapin Spencer, Burlington
Commissioner Paul Bohne, Essex
Commissioner Henry Bonges, Milton
Commissioner Tasha Wallis, Lamoille County
Commissioner Susan Grasso, South Burlington
Alt. Commissioner Charlene Tallman, Williston
Alt. Commissioner Alec Jones, Lamoille County
Alt. Commissioner Judy Rosenstreich, Shelburne
Alt. Commissioner Kyle Grenier, Grand Isle County
Dan Currier, VTrans
Eliana Fox, CCRPC
Ilona Blanchard, South Burlington
James Smith, University of Vermont



Sandy Thibault, CATMA
Ganna Kadnikova

Open Meeting

Chair Brewer opened the meeting at 7:31 AM.

Adjustment of the Agenda

None

Public Comment

None

Action: Consent Agenda

Commissioner Grasso made a motion to approve the consent agenda, and Commissioner Bohne seconded. All were in favor and the motion carried.

Action: Service Adjustments to the #1, #11, and #9

Chris Damiani gave an overview of the public process and the final plan for service adjustments.

Commissioner Spencer made a motion to approve the service adjustments as outlined in the board packet, and Commissioner Bohne seconded. All were in favor and the motion carried.

Action: Approve Public Meetings for #11 Fare Adjustment

Clayton Clark presented the reasons identified to return to fare service on the #11 route.

Commissioner Suozzo made a motion to approve going to public comment with the proposed fare changes, and Commissioner Dimitruk seconded. All were in favor and the motion carried.

Discussion: Board Operations During Transition

Clayton Clark gave an overview of board structure and committee work during the next year of the rural transition. Commissioners shared comments and concerns that they would like to see addressed in the coming months.

Information: VTrans Update



81 Dan Currier presented a VTrans update.

82
83 **Information: CATMA Update**

84 Sandy Thibault presented a CATMA update.

85
86 **Information: GM Update**

87 Clayton Clark presented a GM Report.

88
89 **Information: Committee Reports**

90 Committees that met in the last month gave an overview of their meeting.

91
92 **Information: Commissioner Comments**

93 Commissioner Scanlan gave an update that he will be moving on from the
94 Board due to a move out of state. South Burlington representatives will be
95 present at the next meeting.

96
97 **Executive Session: Labor Relations**

98 Commissioner Spencer made a motion that premature public knowledge of
99 negotiations would place GMT at a substantial disadvantage and
100 Commissioner Dimitruk seconded. All were in favor and the motion carried.

101
102 Commissioner made a motion to enter executive session inviting in Clayton
103 Clark, Stephanie Reid, Nick Foss and Jimmy Johnson. Commissioner
104 seconded. All were in favor and the motion carried. The board entered
105 executive session at 9:07 AM.

106
107 Commissioner Bohne made a motion to exit executive session, and
108 Commissioner Spencer seconded. The Board exited at 9:16 AM with no
109 action taken.

110
111 **Adjourn**

112 Commissioner Grasso made a motion to adjourn and Commissioner Suozzo
113 seconded. All were in favor and the motion carried.

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V279	ABC Bus Companies-Muncie	6/6/25	104102	844.10	
V219	Aubuchon C/O Blue Tarp Financial, Inc.	6/6/25	104103	124.99	
V1334	Background Investigation Bureau, LLC	6/6/25	104104	1,249.50	Background Invoice
V2196	Brady Industries	6/6/25	104105	755.03	
V284	Brenntag Lubricants Northeast	6/6/25	104106	4,076.99	3 Part Invoices
V224	Burlington Communications	6/6/25	104107	1,182.80	2 Radio Maintenance Invoices
V1227	Burlington Public Works-NON Water!!!	6/6/25	104108	168.00	
V226	Burlington Public Works-Water	6/6/25	104109	906.16	
V227	Burlington Telecom	6/6/25	104110	2,401.69	Communication Invoice
V851	Champlain Medical	6/6/25	104111	250.00	
V570	Chittenden County Regional Planning Commission	6/6/25	104112	38,251.89	Raise Grant
V2067	Cintas Corporation	6/6/25	104113	1,413.45	8 maintenance Uniform Invoices
V220	Class C Solutions Group	6/6/25	104114	1,642.88	2 Part Invoices
V1564	Connolly Heather	6/6/25	104115	260.00	
V239	Cummins Northeast LLC	6/6/25	104116	979.57	
V250	Fisher Auto Parts	6/6/25	104117	409.84	
V252	FleetPride, Inc	6/6/25	104118	2,785.10	2 Part Invoices
V253	FleetWave Partners, LLP	6/6/25	104119	3,887.10	3 Radio Repeater Invoices
V256	Genfare	6/6/25	104120	6,960.93	3 Bank Fee Invoices
V257	Gillig Corp.	6/6/25	104121	1,393.33	Part Invoice
V259	Grainger	6/6/25	104122	14.64	
V1677	Jasper Engine Exchange, Inc.	6/6/25	104123	4,710.00	Part Invoice
V327	Keller, J.J. & Associates, Inc.	6/6/25	104124	465.12	
V1545	Lovell, Daniel G	6/6/25	104125	1,500.00	Marketing
V278	Mohawk Mfg. & Supply Co.	6/6/25	104126	667.76	
V1709	Monaghan Safar Ducham PLLC	6/6/25	104127	3,217.50	3 Legal Invoices
V2247	Necrason Group PLLC	6/6/25	104128	3,000.00	Consulting Invoice
V223	O'Reilly Auto Enterprises, LLC	6/6/25	104129	441.39	
V1484	Parsons Environment & Infrastructure Group Inc.	6/6/25	104130	61.02	
V1906	Pete's Tire Barns Inc	6/6/25	104131	1,822.47	3 Tire Invoices
V864	Rick's Towing & Repair, Inc.	6/6/25	104132	262.50	
V2225	Sunoco LP	6/6/25	104133	31,603.00	Fuel
V1875	Sunwealth Project Pool 14 LLC	6/6/25	104134	4,206.71	Solar Invoice
V273	Transit Holding, Inc.	6/6/25	104135	318.96	
V410	Vermont Gas Systems, Inc.	6/6/25	104136	65.33	
V2133	Vital Delivery Solutions LLC	6/6/25	104137	80.34	
V336	W.B Mason Co., Inc.	6/6/25	104138	255.42	
V1446	M T Wallets, LLC	6/6/25	EFT000000018314	3,400.00	Lease St Albans
V1467	Charles schwab	6/6/25		44,164.16	
V265	Mission Square	6/6/25		2,034.83	
V311	Teamsters	6/6/25		7,663.00	
V1953	WEX	6/5/25		31,312.46	Fuel

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V225	Burlington Electric Department	6/20/25	104197	1,171.02	Electric Bill DTC
V226	Burlington Public Works-Water	6/20/25	104198	2,717.15	2 Water and Sewer Bills
V2084	Consolidated Communications	6/20/25	104199	122.35	
V928	Conway Office Solutions	6/20/25	104200	2,912.22	10 Office supply invoices
V417	Dion Security, Inc.	6/20/25	104201	349.89	
V799	Gauthier Trucking Company, Inc.	6/20/25	104202	215.00	
V2217	GovOptics LLC	6/20/25	104203	8,250.00	Software Invoice
V261	Green Mountain Power	6/20/25	104204	1,932.44	3 Electric Bills Rural
V2015	M&T Bank	6/20/25	104205	6,655.94	Meals, Travel, Marketing and Parts
V1891	Minuteman Security Technologies	6/20/25	104206	977.50	
V792	Myers Container Service Corp.	6/20/25	104207	316.73	
V1320	NorthEast Mailing Systems, LLC	6/20/25	104208	228.90	
V2093	Polli Construction, Inc.	6/20/25	104209	1,385.08	Repair Work at the DTC
V854	S2Technology	6/20/25	104210	145.00	
V302	Sports & Fitness Edge Inc.	6/20/25	104211	513.57	
V451	Stowe, Town of Electric Department	6/20/25	104212	245.88	
V186	Tech Group, The	6/20/25	104213	8,384.60	Tech support
V1459	Vermont Information Consortium LLC	6/20/25	104214	4,905.00	Annual back Ground Checks
V1683	VHV Company	6/20/25	104215	806.14	

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V2293	Cane Carolyn	6/23/25	104216	96.00	
V2297	JJ's Landscaping	6/26/25	104266	2,620.00	
V1099	Barnett, Wendy	6/27/25	104217	1,008.00	Volunteer
V942	Bushey, Cynthia	6/27/25	104218	56.00	
V1957	Clark Barbara	6/27/25	104219	100.80	Volunteer
V1884	Donaghy Peardon	6/27/25	104220	51.80	
V2032	Merrill John	6/27/25	104221	605.50	Volunteer
V1800	Sells Catherine	6/27/25	104222	24.04	
V2009	Weber Laura	6/27/25	104223	67.20	
V962	Williams, Kenneth	6/27/25	104224	148.68	Volunteer
V2175	Woods Barbara	6/27/25	104225	432.60	Volunteer
V279	ABC Bus Companies-Muncie	6/27/25	104226	740.60	
V217	Airgas USA, LLC	6/27/25	104227	850.00	
V1305	Allegiant Care	6/27/25	104228	260,602.00	Health Insurance
V1062	Bailey Spring & Chassis	6/27/25	104229	1,966.57	Repair Invoice
V2272	Boulerice Allen	6/27/25	104230	67.41	
V2196	Brady Industries	6/27/25	104231	377.76	
V284	Brenntag Lubricants Northeast	6/27/25	104232	10,163.63	4 Part Invoices
V851	Champlain Medical	6/27/25	104233	345.00	
V2067	Cintas Corporation	6/27/25	104234	591.68	
V220	Class C Solutions Group	6/27/25	104235	800.79	
V1973	Cummings Electric, P.C.	6/27/25	104236	1,010.98	Service Call Invoice
V2134	D'Amico Mike	6/27/25	104237	160.02	Mileage
V417	Dion Security, Inc.	6/27/25	104238	115.67	
V2062	Donald Rob	6/27/25	104239	291.58	Boot Allowance
V250	Fisher Auto Parts	6/27/25	104240	17.31	
V252	FleetPride, Inc	6/27/25	104241	1,151.53	2 Part Invoices
V2296	Gainwell Technologies	6/27/25	104242	778.60	
V799	Gauthier Trucking Company, Inc.	6/27/25	104243	932.93	
V257	Gillig Corp.	6/27/25	104244	5,589.50	2 Part Invoices
V259	Grainger	6/27/25	104245	70.23	
V1797	Gurung Parsu	6/27/25	104246	130.00	DOT physical Reimbursement
V263	Heritage Ford	6/27/25	104247	61.45	
V472	Irving Energy Distribution	6/27/25	104248	1,560.92	Heating Oil Invoice
V328	Kirk's Automotive Inc.	6/27/25	104249	1,294.76	Part Invoice
V1509	Lawson Products, Inc	6/27/25	104250	321.39	
V2276	Lenny's Shoe & Apparel	6/27/25	104251	260.00	
V1068	Midwest Bus Corporation	6/27/25	104252	885.50	
V278	Mohawk Mfg. & Supply Co.	6/27/25	104253	151.16	
V996	New England Air Systems	6/27/25	104254	465.47	
V223	O'Reilly Auto Enterprises, LLC	6/27/25	104255	109.11	
V1906	Pete's Tire Barns Inc	6/27/25	104256	618.59	
V1165	Posner, Jordan	6/27/25	104257	900.00	
V2059	Remix Technologies LLC	6/27/25	104258	20,274.00	Planning Invoice
V2225	Sunoco LP	6/27/25	104259	17,238.00	Fuel
V273	Transit Holding, Inc.	6/27/25	104260	331.10	
V315	United Parcel Service	6/27/25	104261	29.96	
V876	Vehicle Maintenance Program, Inc.	6/27/25	104262	268.00	
V1683	VHV Company	6/27/25	104263	248.00	
V336	W.B Mason Co., Inc.	6/27/25	104264	428.56	
V1722	Wolcott, Corey	6/27/25	104265	117.60	Mileage

V2248	Anthony Peter	6/27/25	EFT000000018334	728.70	Volunteer
V2186	Barabe James	6/27/25	EFT000000018335	688.80	Volunteer
V2289	Boulerice Judy	6/27/25	EFT000000018336	244.30	Volunteer
V1150	Bruley SR, Mark	6/27/25	EFT000000018337	1,238.30	Volunteer
V548	Burnor, David	6/27/25	EFT000000018338	982.10	Volunteer
V1707	Chase, Betty	6/27/25	EFT000000018339	917.00	Volunteer
V1676	Croteau, William	6/27/25	EFT000000018340	1,535.10	Volunteer
V70	LeClair Raymond	6/27/25	EFT000000018341	1,362.20	Volunteer
V2118	Marsh Donald	6/27/25	EFT000000018342	238.70	Volunteer
V2295	Perry Ethan	6/27/25	EFT000000018343	326.90	Volunteer
V771	Sammons Chandra	6/27/25	EFT000000018344	653.80	Volunteer
V2100	Wood Jeremy	6/27/25	EFT000000018345	539.00	Volunteer
V101	Bradshaw, Tim	6/27/25	EFT000000018346	411.00	FSA Reimbursement
V38	Moore, Jon	6/27/25	EFT000000018347	258.59	FSA, Mileage and Meal reimbursement
V1994	Reid Stephanie	6/27/25	EFT000000018348	73.60	
V303	SSTA	6/27/25	EFT000000018349	242,673.11	ADA and E&D invoices
V537	Vermont Public Transportation Association	6/27/25	EFT000000018350	239.08	

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	
V545	Pitney Bowes - Leasing	6/9/25	V545 2025 0609	158.09	
V1423	Alling, Andrew	6/13/25	104139	77.00	
V2273	Audy Timothy	6/13/25	104140	65.52	
V942	Bushey, Cynthia	6/13/25	104141	112.00	Volunteer
V2032	Merrill John	6/13/25	104142	478.80	Volunteer
V2214	Mitchell Susanna	6/13/25	104143	106.40	Volunteer
V2009	Weber Laura	6/13/25	104144	309.12	Volunteer
V2175	Woods Barbara	6/13/25	104145	383.60	Volunteer
V2294	Young Donna	6/13/25	104146	53.76	
V2236	Aaron Mangan	6/13/25	104147	155.00	
V279	ABC Bus Companies-Muncie	6/13/25	104148	4,892.40	Part Invoice
V415	Amazon Capital Services	6/13/25	104149	4,627.90	36 Office Supply, Part and IT Invoices
V99	Bergeron, Nathan	6/13/25	104150	121.80	FSA Reimbursement
V2196	Brady Industries	6/13/25	104151	64.00	
V1227	Burlington Public Works-NON Water!!!	6/13/25	104152	84.00	
V228	C.I.D.E.R., Inc.	6/13/25	104153	39,054.10	E&D and Medicaid Rides
V2067	Cintas Corporation	6/13/25	104154	672.01	
V220	Class C Solutions Group	6/13/25	104155	770.09	
V2104	Community Rides Vermont, Inc.	6/13/25	104156	27,775.31	E&D,MFA, RJA and MM Invoices
V1260	Dahal, Santi	6/13/25	104157	66.00	
V242	Danform Shoes	6/13/25	104158	171.00	
V401	Dell Business Credit	6/13/25	104159	5,357.43	2 Laptop Invoices
V250	Fisher Auto Parts	6/13/25	104160	1,952.17	25 Part Invoices
V256	Genfare	6/13/25	104161	140.14	
V257	Gillig Corp.	6/13/25	104162	721.42	
V259	Grainger	6/13/25	104163	61.72	
V2212	Greaves Daniel	6/13/25	104164	262.71	Training Reimbursement
V263	Heritage Ford	6/13/25	104165	600.41	
V2292	Hodgson-Walker William	6/13/25	104166	126.42	Mileage Reimbursement
V264	IBF Solutions, Inc.	6/13/25	104167	831.88	
V1658	J. David White Associates, Inc.	6/13/25	104168	3,000.00	Part Invoice
V2224	Jeanne Lamica	6/13/25	104169	675.00	
V1082	Jusupovic, Mustafa	6/13/25	104170	85.00	
V328	Kirk's Automotive Inc.	6/13/25	104171	518.00	
V1509	Lawson Products, Inc	6/13/25	104172	53.52	
V1811	Liebrecht Patrick	6/13/25	104173	142.00	FSA Reimbursement
V268	Loomis	6/13/25	104174	192.65	
V270	Lowe's	6/13/25	104175	238.67	
V1924	Mark Keahey	6/13/25	104176	85.00	
V1923	Mcgee Ford Of Montpelier	6/13/25	104177	1,187.83	7 Part and repair Invoices
V2288	Nelson John	6/13/25	104178	401.38	Training Reimbursement
V283	Neopart LLC	6/13/25	104179	422.24	
V1576	New England Auto Glass LLC	6/13/25	104180	975.00	
V2226	New England Newspaper	6/13/25	104181	599.00	
V2010	Nucar Automall of Saint Albans	6/13/25	104182	397.95	
V223	O'Reilly Auto Enterprises, LLC	6/13/25	104183	2,146.77	5 Part Invoices
V1906	Pete's Tire Barns Inc	6/13/25	104184	2,306.32	Tire Invoice
V232	Petty Cash	6/13/25	104185	73.24	

V864	Rick's Towing & Repair, Inc.	6/13/25	104186	437.50	
V298	Sanel Auto Parts Co.	6/13/25	104187	40.94	
V300	Seven Days	6/13/25	104188	2,977.50	2 Marketing Invoices
V302	Sports & Fitness Edge Inc.	6/13/25	104189	593.79	
V1011	Sprague, Brian	6/13/25	104190	130.00	DOT Reimbursement
V2225	Sunoco LP	6/13/25	104191	17,240.87	Fuel
V2050	Thomas Parker	6/13/25	104192	343.01	
V158	Thomas Stacy	6/13/25	104193	450.00	
V273	Transit Holding, Inc.	6/13/25	104194	1,627.50	Part Invoice
V68	Vermont Agency of Transportation	6/13/25	104195	326.72	
V410	Vermont Gas Systems, Inc.	6/13/25	104196	66.66	
V2248	Anthony Peter	6/13/25	EFT000000018315	637.70	Volunteer
V2186	Barabe James	6/13/25	EFT000000018316	670.60	Volunteer
V2289	Boulerice Judy	6/13/25	EFT000000018317	192.50	Volunteer
V1150	Bruley SR, Mark	6/13/25	EFT000000018318	1,035.30	Volunteer
V548	Burnor, David	6/13/25	EFT000000018319	1,531.60	Volunteer
V1707	Chase, Betty	6/13/25	EFT000000018320	748.30	Volunteer
V2231	Cohen Lori	6/13/25	EFT000000018321	384.30	Volunteer
V1676	Croteau, William	6/13/25	EFT000000018322	1,432.20	Volunteer
V70	LeClair Raymond	6/13/25	EFT000000018323	1,135.40	Volunteer
V771	Sammons Chandra	6/13/25	EFT000000018324	285.60	Volunteer
V2100	Wood Jeremy	6/13/25	EFT000000018325	759.50	Volunteer
V1066	Cassell, Robert Jr.	6/13/25	EFT000000018326	544.54	FSA Reimbursement
V1770	Damiani Christopher	6/13/25	EFT000000018327	1,589.87	Training Reimbursement
V1044	Draper, Scott	6/13/25	EFT000000018328	85.00	
V2070	Masse Tammy	6/13/25	EFT000000018329	87.50	
V38	Moore, Jon	6/13/25	EFT000000018330	134.62	FSA Reimbursement
V2075	New Flyer of America Inc.	6/13/25	EFT000000018331	192,866.00	EV Charging System Invoice
V2218	Pelchat Melissa	6/13/25	EFT000000018332	579.61	FSA Reimbursement
V1994	Reid Stephanie	6/13/25	EFT000000018333	75.40	



To: GMT Board of Commissioners
From: Matt Kimball, Director of Transit Infrastructure
CC: Clayton Clark, General Manager
Connor Smith, Capital Projects Manager
Date: July 17, 2025
RE: Delegation of Approval Authority for Burlington Diesel Fuel IFB

Over the past year, GMT has received weekly or biweekly fuel deliveries for its Burlington operations under an existing 12-month fixed fuel contract. This contract expires at the end of July and GMT is in need of a new fuel contract for the upcoming year. To support fuel needs for FY26, GMT staff issued an Invitation for Bids (IFB) for Ultra-Low Sulfur Diesel Fuel (ULSD) and Renewable Diesel on July 2, 2025. The IFB is requesting bids for a fixed price fuel contract providing 300,000 gallons of fuel over a 12-month contract term. This procurement is capturing the fuel needs for GMT's Burlington diesel bus fleet and does not include any other locations. GMT has executed one-year fixed fuel contracts with success over the previous two fiscal years and has determined this to be an advantageous approach due to stability in fuel price for the year and the reduction in staff time in diesel fuel procurements. GMT is requesting pricing for ULSD fuel as well as an alternate price for renewable diesel fuel. Renewable diesel fuel is a "drop-in" fuel (i.e. chemically similar to petroleum diesel and utilized by diesel engines without modification) produced from renewable sources such as vegetable oils, plant biomass, and animal fats. Staff will compare prices between ULSD and renewable diesel as part of its award determination for this procurement.

As of the date of this memo, ten (10) companies have requested and received the IFB document. Questions were received from one vendor by the deadline stated in the IFB, and GMT staff are currently preparing responses to be issued to



all vendors no later than Monday, July 21st. Bids will be due at 4:00pm on Monday, July 28, 2025, and will be publicly opened by GMT staff immediately following the deadline. Bid prices for fixed fuel contracts are determined based on price quotes obtained by bidders on the 12-month ULSD futures market. As such, bidders have a limited amount of time that they can “lock-in” their bid price due to market price fluctuations occurring throughout the trading day. To enable bidders to lock into a fixed price agreement at the bid price, GMT commits to issuing an award no later than 1:00pm on the next business day from the bid deadline. In order to facilitate this tight schedule, staff are requesting that the Board of Commissioners delegate authority to the Board Chair and Treasurer to approve staff's recommendation for contract award. A memo outlining the recommendation from staff as well as the bid tabulation, responsibility determination, and price analysis will be provided to the Chair and Treasurer to support the award recommendation. Upon approval from the Chair and Treasurer, GMT will execute a fixed price fuel contract covering the 12-month period from July 31, 2025 to July 31, 2026 for a maximum of 300,000 gallons of fuel.

GMT staff request that the Board of Commissioners delegate authority to the Board Chair and Treasurer to approve recommendations from staff on behalf of the full Board for the award of a 12-month fixed price fuel contract.



MEMO

To: GMT Board of Commissioners
From: Chris Damiani, Director of Planning
CC: Clayton Cark, General Manager
Jamie Smith, Director of Rider Experience
Date: July 17, 2025
Subject: July 21, 2025 Board Meeting- #11 Fare Adjustment

Recommendation:

Motion to approve fare adjustment:

"I move that the Green Mountain Transit Board of Commissioners approve to remove the Fare Free portion on the #11 Airport Route effective August 25th"

Related Policy

This process is guided by the [GMT Fare and Service Changes Public Hearing Policy](#) which was approved by the board on July 29, 2009.

Public Meetings & Public Comment

GMT staff held one public meeting on July 9th at noon over zoom. There was one attendee who worked for the UVM College of Medicine who attended. They wanted to learn how they would get to work as they lived over by the Williston Rd. and Kennedy Drive intersection. Staff explained how the three options that were available with the #1 and walking, #1 and transferring to the #2, and the ADA paratransit service. They will be unaffected by the fare change as their transportation pass is covered under the CATMA agreement.

GMT staff met with the Burlington Transportation, Energy, Utilities Committee of the City Council on June 24th to go over the changes. Council members appreciated the dialogue with General Manager Clark and understood the operational challenges and potential for increased rider confusion if the #11 continued to be fare free with the new routing the Board approved last month.

Background

The College Street Shuttle originated about 30 years ago and over the years as the schedule, routing, and vehicle type have changed, the Burlington portion of this route has remained fare free to all users through a contribution from the City of Burlington. This route in its various iterations has served a variety of purposes from tourism, to providing free transit access between downtown and the hospital, as well as access to the airport.



With the pending board approval on June 17th to adjust the routing of the #11 to Main Street in Burlington which removes its direct access to UVM Medical Center and new connection to South Burlington City Center, GMT is looking to reinstate fares on this route.

When GMT resumed fares in May 2024, fare free continued on this route through support from the City of Burlington. Currently when passengers get on the bus anywhere between the Downtown Transit Center and the UVM Medical Center regardless of which way they are traveling their ride is free. If passengers board in Burlington and continue on into South Burlington, they continue to get a fare free ride. Riders who board in South Burlington must pay the applicable fare.