



1 **Leadership Committee Meeting Minutes**
2 **February 13, 2023 | 11:00 AM**
3 **101 Queen City Road, Burlington VT 05401**
4 **Hybrid in-person and Zoom**

5
6 *The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable*
7 *public transportation services in northwest and central Vermont that reduce congestion and pollution,*
8 *encourage transit oriented development, and enhance the quality of life for all.*
9

10 **Present:**

11 Jon Moore, Assistant General Manager
12 Ash LaBombard, Marketing & Outreach Coordinator
13 Commissioner Bob Buermann, Grand Isle County
14 Commissioner Austin Davis, Winooski
15 Commissioner Paul Bohne, Essex
16 Commissioner Catherine Dimitruk, Franklin County
17 Jamie Smith, Director of Planning & Marketing
18 Matt Kimball, Director of Grants & Capital Projects
19 Nick Foss, Director of Finance
20 Stephanie Reid, Director of Human Resources
21 Clayton Clark, General Manager
22 Commissioner Amy Brewer, Williston

23
24 **Open Meeting**

25 Chair Davis opened the meeting at 11:03 AM.
26

27 **Adjustment of the Agenda**

28 None
29

30 **Public Comment**

31 None
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33 **Approval of Committee Minutes**

34 Commissioner Bohne made a motion to approve the minutes; Commissioner
35 Buermann seconded. All were in favor, and the motion carried.
36

37 **General Manager Report Preview**

38 GM Clark provided a preview of the following items for the GM report:

- 39 • Development of First Year Plan and a preview of what it might look like
40 • Community Rides Vermont sub-recipient agreement



- 41 • VTrans has committed to an onsite meeting with Zoom capacity that
42 will include Michelle Boomhower
43 • Organizational Assessment
44 • Communication with Board, employees, and partners
45 • Meeting with House Transportation Committee

46

47 Commissioner Bohne asked what was being done to communicate with
48 operators and mechanics. GM Clark replied that communications are sent to
49 all GMT emails and distributed to all mailboxes.

50

51 **Draft Organizational Assessment RFP**

52 GM Clark appreciated the extra time to expand the scope of work, create a
53 system for evaluation and specify areas of particular interest, such as urban
54 v. rural and fixed route v. demand response. He asked the committee what
55 the next steps should be and at what point we proceed. Chair Davis gave his
56 opinion on the matter.

57

58 Commissioner Bohne questioned if invitation would be sent to specific
59 consultants and if we had a list of qualifications consultants must meet. GM
60 Clark did not and deferred to Director Kimball for qualifications. Director
61 Kimball stated that qualifications should be added to the scope of work and
62 evaluation criteria.

63

64 **JEDI Committee Leadership**

65 Chair Davis provided an overview of JEDI leadership, including Board
66 capacity, and plans to have GM Clark chair the committee in the interim as
67 a chance to learn more about the organization. He opened the discussion
68 by asking the committee what they felt a reasonable timeline for this interim
69 position would be. The consensus among Leadership was three to six months.
70 Leadership also touched upon the importance of the committee, the need
71 for alternate participation, and the potential for Board directed seats on
72 committees.

73

74 **Legislative Strategy**

75 GM Clark presented his current legislative strategy, including support of fare-
76 free philosophy, recommendation of return to fares based on current funding
77 models, and pursuit of a zero-fare extension until January 1, 2024, as we get
78 operations for fare collection ready, knowing VTrans will push back on
79 providing additional funding. He wanted to confirm this direction with
80 Leadership before testifying at the House Transportation Committee on
81 February 14th at 12:30 PM.



82

83 Commissioner Bohne asked if we are in competition for funding with VTrans,
84 and if they are being punitive because we don't have our fare boxes ready.
85 GM Clark replied that it was his understanding that VTrans had plans to use
86 the million dollars zero-fare would require in different areas. GM Clark worried
87 that VTrans plans to use our lack of progress on fare collection as reasoning
88 to deny our request. He stated if this does get mentioned, he will highlight the
89 departure of the Director of Transportation and significant staff turnover.
90 Chair Davis agreed with this possibility and added that he stressed VTrans not
91 making GMT make quick decisions on long-lasting impacts.

92

93 Commissioner Bohne was concerned that if we dip into the last of reserve
94 funds to provide zero-fare service through the rest of this year, we would be
95 in dire straits in FY25.

96

97 GM Clark plans to mention that maintaining current service is a struggle and
98 that returning to fares too quickly will only make challenges worse.

99 Commissioner Brewer noted that fare-free was easier for both riders and
100 operators and that we saw a decrease in conflicts, better on-time
101 performance, and allowed us to invest in things other than money collection.
102 Chair Davis replied that while all these things are true, we are in a position
103 where we cannot see these efficiencies through and are forced to resume
104 fares.

105

106 Commissioner Dimitruk felt that GM Clark should make the points
107 Commissioner Brewer raised in testimony as the reasoning behind why the
108 Board was reluctant to resume and why we have waited to make the
109 investment in infrastructure. Chair Davis added that when returning, the
110 Board would like to ensure fair fares for passengers and that GMT needs
111 infrastructure able to support this goal in the next five to ten years.

112

113 **Barre City Service Request**

114 GM Clark presented a letter from Barre City to return service that was sent to
115 House and Senate Transportation Committees and his response plan. During
116 the discussion of this letter, Leadership touched upon highlighting that GMT is
117 an independent municipality, educating Barre City on how service works, our
118 current staffing challenges, and ensuring Barre feels heard while explaining
119 and maintaining our decision on current service levels.

120

121 **Board of Commissioners Meeting Agenda**



122 GM Clark asked where the addition of the Board alternate discussion should
123 go in the agenda and if it would be beneficial to move the auditor's report
124 to an earlier time slot. Chair Davis felt it should go after lift procurement.

125

126 GM Clark noted that lift procurement may be pushed to next month's
127 meeting based on FTA approval. Chair Davis said due to its importance, a
128 special Board meeting could be set up for this if needed.

129

130 Commissioner Bohne asked if any recurring items can be moved. Chair Davis
131 felt this was fine. Director Foss mentioned that with the auditors attending
132 virtually, their report does not need to go at the start of the meeting.

133

134 **Commissioner Comments**

135 None

136

137 **Adjourn**

138 Commissioner Brewer made a motion to adjourn the meeting; Commissioner
139 Buermann seconded. All were in favor, and the meeting ended at 11:47 AM.