



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

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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.*
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10 **Present:**

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

24 Chair Davis opened the meeting at 11:04 AM.
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26 **Adjustment of the Agenda**

27 GM Clark asked that Fair Fares and the Legislative Recap be switched.
28 Chair Davis added that a discussion of the MTC shelter hours should be
29 included in this meeting.
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31 **Public Comment**

32 None
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34 **Approval of Committee Minutes**

35 Approval of the February minutes was tabled until the next committee
36 meeting in April.
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38 **March Board Meeting Agenda**

39 GM Clark outlined the March Board Agenda which included:
40 • Auditor Contract Award Recommendation for the Board
41 • FY23 Capital Budget Adjustment



- 42 • Potential Capital Procurement for Lifts and Fare Boxes
43 • Potential Risk Analysis of Low-No Grant Application

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Chair Davis asked that the draft Board Agenda and draft General Manager Update be included in Leadership read ahead emails moving forward.

48 **MTC After Hours Warming Shelter Discussion**

49 GM Clark provided an overview of the suspension of the after-hours
50 warming shelter in light of the stabbing that occurred at the MTC and the
51 desire from the city of Montpelier to bring this back. To open the discussion
52 GM Clark asked for guidance from the Board either restarting or ending the
53 program.

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Commissioner Brewer is not ready to see the program be lost especially with another partner ready to step in and help those with specific needs.

58 As the discussion continued Leadership addressed normal versus abnormal
59 behavior of patrons, the potential for additional support from the City, staffs
60 feeling about the program and potential requirements we could ask of from
61 our partners in Montpelier.

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Leadership felt comfortable moving ahead with restarting the program given that staffing stipulations are in place with the partners, we work to minimize our liability, and checking in with staff to see if there are specific things we can do to make them comfortable.

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68 **General Manager's First Year Plan**

69 GM Clark distributed his first-year plan and wanted to give Leadership the
70 opportunity to weigh in and comment on it.

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Commissioner Bohne felt the plan was well thought out but was curious if the addition of trainings were too much to handle for Clayton. He added that the Strategic Plan would be a good topic for a Board retreat at some point. Chair Davis was in favor of this and asked Clayton to think about when a good time for this may be.

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Chair Davis felt it might be nice to share this with VTrans as we are a sub-recipient of theirs. Commissioner Bohne was against getting the state involved but thought Clayton could reach out to them specifically in regards to training opportunities.



83 Based on Leadership's suggestions GM Clark will update the plan ahead of
84 Board of Commissioners Meeting on March 21st.

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86 **Fair Fares**

87 GM Clark wanted to check in with Leadership regarding bringing fares back
88 at their previous amount or at an increased rate. He also mentioned that
89 without bridge funding improvements in payment options would not be
90 ready for return to fares.

91

92 Chair Davis asked if legislators understood that these improvements were
93 contingent on bridge funds. GM Clark felt this was not understood by the
94 majority and that we need to push out the message.

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96 Commissioner Bohne asked for clarification about payments options there
97 are from other organizations that serve our clientele, and the extent of it.
98 Commissioner Dimitruk asked what GMT can do to bolster partnerships and
99 help facilitate access to less expensive ride options for impoverished people.

100 Chair Davis asked Leadership to pull together stakeholders for Clayton to
101 reach out to for this.

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103 Austin asked if CATMA has reached out to Clayton regarding their Unlimited
104 Access Program. GM Clark stated that this year we will go with a flat rate but
105 as new fare equipment comes online we will move to a pay by rider.

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107 **Legislative Recap**

108 This item was struck from the agenda based on time and it having been
109 partially discussed in the previous agenda item.

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111 **Low-No Electric Bus Application**

112 GM Clark provided a quick background on the Low-No Application and the
113 risks involved with moving forward with a max purchase of buses including:

- 114 • Lack of charging infrastructure at the ready
- 115 • Uncertainty of buses meeting service requirements
- 116 • Overnight charging limitations

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118 GM Clark wanted to make Leadership aware in case we receive pushback
119 from VTrans if we move forward with a smaller purchase order.

120 Commissioner Dimitruk stated that these concerns should be documented for
121 VTrans and partner with us on finding solutions to these infrastructure
122 problems.

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125 **Executive Session (Labor Relations)**

126 Commissioner Brewer made a motion to enter executive session pursuant to 1
127 VSA 313(a)(1)(b) to discuss matters related to labor relations inviting The
128 General Manager Clayton Clark, Director of Human resources Stephaine
129 Reid and Director of Finance Nick Foss. Commissioner Dimitruk seconded. All
130 were in favor and the motion carried.

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132 The Committee entered executive session at 11:59AM.

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134 The Committee exited executive session at 12:17 PM with no action taken.

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136 **Adjourn**

137 The meeting ended at 12:17 PM.