



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

23   **Open Meeting**

24   Chair Davis opened the meeting at 11:04 AM.

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.

31   **Public Comment**

32   None

34   **Approval of Committee Minutes**

35   Approval of the February minutes was tabled until the next committee  
36   meeting in April.

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 21<sup>st</sup>.

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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.

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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.