



NextGen Advisory Committee Green Mountain Transit

Meeting Notes
Tuesday May 2, 2017
2:00 PM
15 Industrial Parkway, Burlington, VT

Present:

Catherine Dimitruk (NWRPC), Bonnie Waninger (CVRPC), Rob Moore (LCRPC), Peter Keeting (CCRPC), Eleni Churchill (CCRPC), Ross MacDonald (VTrans)

Absent: Katherine Miles (GMT Board)

GMT Staff: Mark A. Sousa (GM), Jon Moore (Director of Operations & Planning), David Armstrong (Planning Manager).

Meeting started at 2:03 PM.

Adjustment to the Agenda:

None

Public Comment:

None

GMT Staff Roles:

Mr. Moore outlined staff roles in relation to the NextGen project and the new GMT organizational structure. Mr. Moore will take on the project management and be the primary contact for the Advisory Committee and the GMT Board of Commissioners. Mr. Armstrong will take the lead on all planning related activities for the project and with the consulting team.

Advisory Committee Membership:

There was a discussion if the Advisory Committee Membership should be expanded. There was a general sentiment that it should be expanded to include the following groups.

- Workforce Creation and/or Economic Development Organizations
- Passenger Representatives
- Human Service Agencies
- Municipal Representatives

Mr. Moore will send out a group email so that the Advisory Committee can identify representatives from the above groups to be invited to serve on the committee.

Advisory Committee Meeting Schedule:



The Committee agreed it would be beneficial to set a monthly meeting schedule. There will be a standing Advisory Committee meeting on the first Tuesday of each month at 2 PM. It was also discussed to hold future Advisory Committee meetings in other regions than in Burlington.

Project Deliverables & Work Completed:

To date the consulting team has created system-wide service maps, drafted the Public Involvement Plan and conducted a majority of stakeholder one-on-one interviews. The project timeline was presented to the Advisory Committee and the committee was notified that the timeline was posted on the NextGen webpage.

Public Involvement Plan:

A draft Public Involvement Plan was presented to the committee. There was a discussion that there should be regional stakeholder meetings and focus groups that could be facilitated by the RPC's. Invitees could include regional medical providers, neighboring public transit agencies, human service agencies, multi-modal partners, non-profit groups and municipal & state representatives and planners. It was also discussed that there should be tabling events at local festivals and community events.

Upcoming Events & Deliverables:

Mr. Moore notified the group of the following NextGen presentations:

- FGI Community Partnership (5/3)
- CATMA ETC Event (5/11)

The following deliverables are due prior to the next Advisory Committee meeting:

- Assessment of Customer Markets
- Review of Existing Data & Previous Studies
- Minimum Service Guidelines

Mr. Moore also notified the committee that the consulting team would be meeting with GMT management staff and the Urban Operator Scheduling Committee on 5/16 to discuss internal operational challenges, opportunities and feedback.

Next Meeting:

The next meeting was scheduled for Tuesday June 6 at 2:00 PM at the GMT offices.

Adjourn

The meeting was adjourned at 3:00 PM.