



February Operations Committee Meeting
Monday, June 7, 2021
101 Queen City Park Road | Burlington, VT 05401

Present via ZOOM:

Commissioner Wallis
Commissioner Sharrow
Commissioner Waninger

Jon Moore, GMT General Manager
Nick Foss, Director of Finance
Trish Redalieu, Director of HR
Jamie Smith, Director of Marketing and Planning
Mathew Kimball, Capital Projects Manager
Hakeem Nuru, HR Coordinator

Absent:

Commissioner Baker

Meeting called to Order

Meeting Opened- 10:01AM

Adjustment of the Agenda

There were no adjustments to the agenda.

Public Comment

No public comment.

Approval of Committee Minutes • March 6th, 2021

Quorum was present. Meeting minutes were approved.

Performance Dashboard Review

Jon Moore highlighted the additional recorded Preventable accidents in the GMT Urban operations and a steady increase in Urban Ridership & On-Time Performance. Which were attributed increased vaccination numbers in the service area and efforts of the Marketing & Planning Department, respectfully.

Moore praised the Rural maintenance team in Berlin for maintaining a 100% preventative maintenance completion rate for the entire year and discussed the decline in Rural ridership, which was a direct result of higher adoption of the MyRide service, which has reported as three thousand plus boardings monthly.

Commissioner Sharrow inquired on reasons behind the decreased Urban Mean-Distance Between Failures and Rural Vehicle Revenue Hours/Miles. Moore noted several factors that influence both metrics and assured the board he would present his findings upon further research.

Commissioner Wallis highlighted that the dropping of some routes could influence these metrics as well.

Commissioner Waninger focused on the MyRide metrics, which depicted more users booking rides via the call center, than the mobile app. Jamie Smith acknowledged this trend and attributed it to hesitancy of users to adopt the smartphone application in booking rides. Smith noted that future campaigns will be geared towards addressing this challenge, which will include how-to videos and direct outreach to key demographics in the ridership who are most affected.

Transit Asset Management (TAM) Plan Review and Update



Mathew Kimball introduced the TAM plan, which serves as a strategic and systematic practice which guides the procurement, operation, maintenance, and replacement of capital assets. With the purpose to reduce risk, support effective operations, improve reliability of service and conserve GMT resources.

Kimball discussed the requirement of the TAM plan as well as key performance targets, which were based on the age and condition of the capital assets.

Key TAMP updates included:

- Updated Accountable Executives named
- Updated number of vehicles in fixed and paratransit routes
- Extended Horizon period to 4 years (to match FTA guidelines)
- Updated condition assessment timelines to match FTA guidelines
- Remove references to ThingTech software
- Update Rolling stock and facility descriptions
- Change staff coordination frequency from quarterly to semi-annually

Within the next year, GMT intends to conduct a comprehensive review of the TAM plan across all departments and collaborate with CCRPC on key process changes, while developing improved methods of analysis of asset performance and capital planning.

Commissioner Wallis inquired about the relationship between expected vehicle depreciation and quality of the storage facilities, specifically in the Stowe area. Moore clarified that higher quality storage options would increase the longevity of buses, while also decreasing associated operational costs. Moore highlighted that the current Stowe facility (which only operates 3 months in a year) only has outside storage available for buses, but steps have been taken to ensure they are well maintained, while conversations are ongoing with RCT, to operate the facility year-round.

Kimball also highlighted that only facilities owned by GMT would be included in the TAM plan, with leased facilities (such as the Berlin facility and the Montpelier Transit Center) excluded.

Commissioner Wallis motion support to present the TAM plan to the Board, Commissioner Wallis seconded, all others agreed.

Neighborhood Tripper Service Update

Based on concerns raised that some services offered did not meet Vermont State statutes regarding student transportation, Moore reached out to the Vermont Department of Motor Vehicles to ascertain GMT's compliance. This also received the review of the Vermont Assistant Attorney General.

Moore shared the current State and Federal regulations related to school buses and vehicles who incidentally accept children as passengers, which factored into the legal analysis of the GMT Neighborhood Tripper service in Burlington.

Internal legal analysis determined that since the Neighborhood Tripper Service only operates a small percentage of the overall Chittenden County service hours and school children do not make up a majority of the riders, GMT was in compliance.

In addition to this, the current charter states GMT may "enter into contracts, leases or other transportation with any federal agency, the State, and any agency of the state, or with any other public body of the State, including municipalities, **school districts** and other authorities".

GMT was notified by the Vermont Department of Transportation, that an Assistant Attorney General disagrees with this analysis. However, no official determination has been made yet.

Conversations are on-going, with meetings being scheduled between GMT, VTrans, the Assistant Attorney General and possibly the Burlington School District to discuss GMT's compliance and the language in the GMT charter.



Commissioner Waninger inquired if micro-transit routes would be affected. Moore disclosed that a Department of Transportation review determined micro-transit service model and deemed any student transportation would be considered incidental, thus it is in compliance.

Washington County Site Selection Study Update

Moore and Kimball toured the potential new facility and with its myriad benefits (i.e.: access bus washing, bus fueling, proximity to town office/fire/police etc.). However, access to the property is hindered due to the narrow road leading to it. Potential solutions are being suggested to the property owner and Berlin Select Board.

Adjourn

Commissioner Wallis motioned to adjourn; Commissioner Waninger seconded; all others agreed. Meeting adjourned at 10:59AM.

DRAFT