



Operations Committee Meeting Minutes
Monday, September 9, 2019 | 9:30AM
GMT Board Room, 101 Queen City Park Road, Burlington, VT 05401

Present:

Jon Moore, Interim General Manager
Trish Redalieu, Human Resources Director
Nick Foss, Director of Finance
Jamie Smith, Director of Planning and Marketing
Milia Bell, Marketing Coordinator

Commissioner Chittenden
Commissioner Wallace
Commissioner Waninger
Commissioner Sharrow

1. Meeting called to order at 9:30AM by Commissioner Sharrow
2. Adjustment of the Agenda – No adjustments.
3. Public Comment – Commissioner Chittenden thanked Commissioner Wallace for joining the committee; he went on to say that a Burlington Representative has yet to be appointed.

Jamie Smith requested an update on all Committee members so that the website could be updated accordingly.
4. Approval of August 12, 2019 Meeting Minutes – A motion was made to approve the August 2019 Committee minutes by Commissioner Chittenden; seconded by Commissioner Waninger. All others were in favor, and the minutes were approved as presented.
5. Update and Discussion of Performance Improvement (PIP) – Commissioner Sharrow reviewed the Performance Improvement Plan (PIP). Commissioner Sharrow suggested conducting another survey for Employee morale at some point.

The following potential measures were presented for tracking in the future: preventable accidents, ADA service (trips to miles), missed trips, and administrative measures.

When asked, Jamie Smith reported that the State has asked GMT Marketing to be involved in the State-wide campaign to promote the Transit app, beginning at the end of September.



6. ADA Process and Metrics – Jon Moore reviewed what type of metrics we can capture and track; number of missed trips, shortages, mechanical breakdowns, detours.

7. MTC Update – Jon Moore gave an update on the progress of the MTC. He mentioned some steps being taken by GMT to recruit employees, including working with VTrans and the City of Montpelier. The goal for GMT to begin operating from the MTC is early to mid-November.

Commissioner Waninger suggested that GMT try to be involved in the Grand Opening event, whether it's providing a tour of the facility or having information available.

8. Electric Vehicles Update – Jon Moore gave an update on the electric bus procurement. Buses are estimated to be on-site October 17, 2019. Proterra will be at GMT to offer training to Maintenance and training staff.

Mr. Moore talked about GMT's recent Request for Quotes to install the charging stations for the electric vehicles.

Jamie Smith briefly discussed how the buses will be branded. GMT will run a call for artists to enter a design competition, and we will look for a local business to sponsor the contest and cover the cost of the wraps. Wraps have a lifetime of 3 years, therefore, this is potentially an every 3 year opportunity to generate new revenue for GMT. Commissioner Waninger recommended looking into a Vermont Arts grant.

9. FY20 Fleet Update -

Mr. Moore gave a brief update on the current fleet, and spoke about future goals to create a sustainable replacement schedule for both large and small buses.

Suggestions for the next agenda: Montpelier Microtransit

10. Adjourn – Commissioner Sharrow made a motion to adjourn. Commissioner Waninger approved; Commissioner Wallace seconded the motion. All were in favor and the meeting adjourned at 10:25AM

Next meeting: October 7, 2019 at 10:00AM



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