

MART Finance Committee/Executive Compensation Committee Meeting Minutes
Remotely
August 17, 2020

The meeting was called to order at 10:30 a.m.

MEMBERS PRESENT: (constituting a quorum)

Mayor Stephen DiNatale	Fitchburg
Ken Troup	Bolton
Richard Maki	Sterling
Robert Pontbriand	Ayer

MEMBERS ABSENT:

Selectperson Heather Billings	Westminster
Jan Robbins	Ashburnham

GUESTS PRESENT:

Bruce D. Norling, CPA, P.C.

STAFF PRESENT:

Mohammed Khan, Bruno Fisher, James Sluss, Jessica Lashua, George Kahale, Sherry Corcoran, Benilda Martinez and Keary Connors

- Approval of Finance Committee Meeting Minutes, May 18, 2020

RESOLUTION-Robert Pontbriand of Ayer moved to approve the minutes from May 18, 2020. The motion was seconded and passed unanimously.

- FY2020 Preliminary Audit Update- Bruce D. Norling, CPA, P.C. (Invited)

James Sluss informed the Committee that MART will end the year with no deficit and no surplus. There were many efforts over the last year to keep cost under control. During COVID MART was able to maintain all core services even though no revenue was collected. Federal Government supplied MART with a CARES grant of \$10.3 million and it should be used within 2 years. MART also renewed the \$19 million RAN with an interest rate of .736%. MART cannot use the CARES funds they received to reduce the RAN.

Bruce Norling stated MART has a good handle on cost and took measures to reduce cost where ever they could.

James informed the Committee the audit will be sent electronically and mailed out when complete.

James also stated MART pays \$53,000 a year to the Redevelopment Authority for the land the ITC is built on. This land was donated to MART by the Redevelopment Authority. MART will be finished paying for this in about 6 years.

RESOLUTION-Ken Troup of Bolton moved to accept the preliminary audit as presented. The motion was seconded and passed unanimously.

- FY2021 Budget P&L Review

- Executive Compensation Review

James informed the Committee that once a year the Executive Compensation Committee needs to meet without MART Present. MART will set up a time for just the members to meet. As of now the executives have only received the yearly COLA no other changes have been made to their salaries. All salaries for executives are included in the audit.

- Other Business

Bruno Fisher informed the Committee that MART has filed a second claim against Western Surety for unfair labor practices, a date for this second claim has been set in Worcester Court for later this year.

Bruno then discussed the \$300,000 settlement MART reached with the Federal Government in regards to MassHealth trips that were billed and either not performed or there were no medical appointments to match the trip. MART decided to settle this and not incur any more legal fees. MART will prevent this from happening again by doing more checking to make sure trips are needed and performed. Vendors will be penalized and new contract requirement state all vehicles will have GPS. GPS will help validate trip information and help with trip cost.

Mohammed Khan clarified with the Committee that this time period was 2011-2015 since then MART has put many more checks and balances into place. MART will be requiring signatures from the client once the ride is performed.

Richard Maki asked if there is a succession plan for hiring a new administrator.

Mohammed stated the Advisory Board will have to appoint on a new administrator. In MART's case the Deputy Administrator is very capable.

Mayor DiNatale asked if the budget has provisions in it for searching for and hiring a new administrator.

James stated there will be money allocated to the review process. This money will be put into the budget for the recruitment process.

- Adjournment The meeting adjourned at 11:17 a.m.