

MART Finance Committee Meeting Minutes  
August 5, 2015

The meeting was called to order at 1:37p.m.

**MEMBERS PRESENT: (constituting a quorum)**

Keith Bergman (Chairman)	Littleton
Ken Troup	Bolton
Shaun Suhoski	Athol
Phyllis Luck	Lunenburg

**MEMBERS ABSENT:**

Mayor Lisa Wong	Fitchburg
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**STAFF PRESENT:**

Mohammed Khan, Bruno Fisher, James Sluss, Bonnie Mahoney, Jessica Lashua, Keary Connors

**GUESTS PRESENT:**

Thomas Schiavone, MassDOT  
Phil Rocca, Management of Transportation Services  
George Kahale, Montachusett Regional Planning Commission

- Approval of Minutes from March 24, 2015 Meeting  
Ken Troup of Bolton moved to approve the minutes from March 24, 2015. The motion was seconded and passed unanimously.
- Recommend Formation and Designation of Audit Sub-Committee by MAB Chairman  
James informed the committee that there will be a meeting with the Auditors in September to go over the audit. The Finance Committee has been performing the function of several committees and these new committees will take some of the responsibilities off of the Finance Committee, while following best practices.

The members discussed doing training for all the communities of MART so that each community knows their responsibilities to the MART Advisory Board.

Shaun Suhoski of Athol moved to recommend to the MART Advisory Board the formation of an Audit Sub-Committee. The Audit Sub-Committee should consist of 3-5 members from the MART Advisory Board. The motion was seconded and passed unanimously.

- Recommend Formation and Designation of Executive Compensation Sub-Committee by MAB Chairman  
Ken Troup of Bolton moved to recommend to the MART Advisory Board the formation of an Executive Compensation Sub-Committee. The Executive Compensation Sub-Committee should consist of 3-5 members from the MART Advisory Board. The motion was seconded and passed unanimously.
- Recommendation to add James Sluss as MART Contract Signatory  
Bruno informed the Committee that there may be times where both the Administrator and the Deputy Administrator are out of the office and contracts still need to be signed. The Advisory Board can appoint other people to sign in place of the Administrator.

Shaun Suhoski of Athol moved to recommend to the MART Advisory Board to add James Sluss as MART Contract Signatory. The motion was seconded and passed unanimously.

- Review of FY2016 Preliminary Financials  
James went over the financials.

Bruno informed the committee that MART will get its portion of Boston and Worcester UZA funding this year. He also went over several projects that MART will be doing within the next fiscal year.

James went over the proposed cost of living increase and merit based increase.

- Discuss Pending FY2015 Audit and Timeline  
MART has a surplus of \$330,000 compared to last year's deficit of \$1.4 million.

Mohammed informed the committee that MART did many things to help turn the deficit into a surplus but MART did not cut services.

- Open Items
- Adjournment

The meeting adjourned at 2:40 p.m.