

MINUTES OF THE EXECUTIVE COMMITTEE MEETING  
Massport Community Advisory Committee

March 15, 2018  
10:00 a.m.

Mass DOT Board Room  
10 Park Plaza, Boston, MA

Members Present: Dave Carlon, Myron Kassaraba, Pete Navarra, Maura Zlody and Wig Zamore

Participating by Phone –Jerry Falbo (member) and also Jennifer Dopazo Gilbert (counsel)

Others Present: Anthony Gallagher (Massport), Cindy Christiansen (Milton CAC member)

Not present: Pam Hill

Dave Carlon called the meeting to order at 3:18 p.m. and noted that Jerry and Jennifer would be participating remotely due to location and medical condition respectively. All votes will be by roll call.

1. Public Comment

Cindy Christiansen, Milton member spoke. First, she has not received the materials she requested and it is a transparency issue. Second, MCAC still doesn't have the MPA Board materials from September. Third, with respect to the vote from October and the request for information; the MCAC still has no financials, no scope of work and no conflict information relative to the RNAV. In her opinion it is embarrassing and not professional to be so far in to this project without this information.

2. Meeting Minutes

Wig requested an amendment and clarification at p. 4 halfway down Wig noted ... please add "and find the flight path information by themselves."

Motion to approve by Peter, second by Myron to approve as amended, roll call vote all voted in favor unanimous approval.

3. Update Executive Director Search

New information produced which needs to be discussed at the search committee. The search committee will reconvene to discuss the information and take further action. Myron asked what the next steps are. Jennifer explained the possible next steps and Wig noted the value of the consultant and the excellent quality and pool of candidates.

#### 4. Treasurer's Report

Myron reviewed that \$63,000 had been spent year-to-date for MPA services, legal, consultant and administrative services. Legal is running a bit high because of extra expenses related to the Executive Director search and ongoing legal issues. Since we thought we would have the Executive Director on board, we are significantly under budget. Myron recommended that \$25,000 be reallocated from Payroll and \$10,000 from Administrative Support and moved to Legal, bringing the FY'17 Legal budget to \$60,000.

Jerry made a Motion to recommend to MCAC to reallocate underspent budget for legal services, second by Wig. Roll Call vote and all voted in favor.

Fiscal Year 2019 budget was discussed. Myron noted the meeting with MPA CFO and some of the state and MPA policies and procedures that we will need to follow. With respect to dispersal of funds from MPA we will need to work on that and determine whether it will be quarterly or annually. FY 19 will be up to \$300,000 which is consistent with what we showed last year and is enabled by the new the legislation. He has \$35,000 in for legal for FY19 but hopes it will be less. He wants to submit this budget to MPA. Jerry asked how funds will be received. Myron noted that it will be like the MBTA or MWRA Boards either annually or quarterly. Myron and Jerry agreed that as long as the funds are there in advance in order to pay bills this will suffice. Myron discussed some of the logistics going forward with MPA. The sense of the Committee was that it was fine to present the DRAFT budget to the Membership and share with MP.

#### 5. Correspondence

None.

Pete asked when the by-laws will be reviewed and by who. It was noted that there is no By-Law Committee at this time. Wig said that once we have an ED then we can discuss sign-offs for accounts. Myron will make sure there are checks and balances.

Motion to adjourn at 3:41 by Myron, second by Pete, roll call unanimous vote.

Documents associated with meeting:

- Draft Executive Committee minutes from February
- Treasurer's Report

Minutes by Maura Zlody

Approved on September 6, 2018