

Minutes of the Executive Committee Meeting of the Massport Community Advisory Committee  
June 14, 2018, 3:00 p.m.

Mass DOT Building

EC Members Present: David Carlon, Pam Hill, Wig Zamore, Jerry Falbo, Maura Zlody and Myron Kassaraba

EC members not present: Pete Navarra

MCAC members: Cindy Christiansen (Milton), Charles Gesmer (Marblehead), Irene Walczak (Hyde Park), Robert D'Amico (Nahant), Frank Tramontozza (Quincy)

Members Participating Remotely: None

Others in attendance: Jennifer Dopazo Gilbert, Counsel, Cindy Christiansen (Milton MCAC),

MPA: Anthony Gallagher

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1. Public Comment – None
2. Approval of Minutes – None
3. Executive Director Search Update

A finalist was selected, Matthew Romero currently working at the MWRA Advisory Board. Members discussed that discussions are ongoing with Massport and the finalist with respect to applicable MPA policies and benefits.

Wig asked about financing. Wig wants to make sure that there are checks and balances for payment of expenditures. There was discussion of having a second person signing the checks. Wig does not want the Executive Director signing the checks. Members discussed approval process for signing the checks going forward. There was a general consensus that there will need to be oversight and a policy to address the checks and balances required.

4. Discussion on Vote for Treasurer's request
  - a. Vote to recommend to MCAC to Engage AAF CPA to provide accounting services for the MCAC

Treasurer's report and reallocation

Vote #1 and 2:

Motion by Jerry second Maura unanimous to recommend reallocating \$25,000 from salary and \$10,000 from Administrative Support to be added to Legal to increase to \$60,000.

Discussion of FY19 budget. Charles Gesmer asked why Executive Director wasn't under Massport umbrella. Myron noted that MCAC was an independent administrative agency and some executive members did not want oversight by MPA.

Jerry asked if just for the purposes of benefits could we be under Massport. Myron did not think that was possible, but will ask the question. Myron noted that MPA pays in 40% to benefits.

Vote #3

Motion for Executive Committee to recommend approval of the FY19 Budget as recommended by Treasurer. Jerry made the Motion seconded by Maura approved unanimously.

Discussion of AAF CPA proposal dated June 8, 2018 for accounting and book keeping. Discussion of start up issues, costs, audit vs. reports.

Vote #4

Motion to accept the AAF CPA proposal for CPA services

Authorize Chair to execute Amendment to MOU made by Jerry, second Myron, Unanimous.

5. FY 19 Budget

See above.

6. MOU Amendment for Funding

Authorize Chair to execute Amendment to MOU made by Jerry, second Myron, Unanimous.

7. Vote to Extend Offer to Executive Director

Negotiations are proceeding, but there is no offer at this time.

8. New Business

None.

9. Adjournment

Motion by Jerry to adjourn at 3:46 p.m., second by Dave unanimous.

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Minutes by J. Dopazo Gilbert  
Approved on October 15, 2018

RELATED DOCUMENTS:

- Agenda
- Treasurer's Report
- AAFCPA proposal dated June 8, 2018