

**BROCKTON AREA TRANSIT AUTHORITY
COMPENSATION AND PERSONNEL SUBCOMMITTEE
MINUTES**

May 23, 2019

In Attendance:

Frank Hegarty, Chairman, Town of Avon
Frank Lynam, Town of Whitman
Michael Dutton, Town of Bridgewater
Michael Lambert, Administrator
Kelly Forrester, Manager of Transit Operations
Reinald G. Ledoux, Jr., Administrator Emeritus

The meeting was called to order by Mr. Hegarty at 9:55 am for the purpose of discussing business brought before the Compensation and Personnel Subcommittee in accordance with the agenda presented and the notice sent out on May 20, 2018.

Mr. Hegarty welcomed the group. Seeing no members of the public, there were no public comments. Minutes from the meeting of May 21, 2018 were presented. Mr. Lynam made a motion to accept the minutes and Mr. Dutton seconded. There was no further discussion and the motion was unanimously passed.

Mr. Lambert directed the Committee's attention to the FY20 Administrator Goals. He stated they are the same goals he presented at the last board meeting and he intends to continue the previous Administrators focus and work to concentrate on data.

Next the Committee discussed compensation for the Administrator and CFO. Mr. Lambert addressed the committee and stated he is requesting a 2.5% increase for himself effective on November 1, 2019, and a 3% increase for Ms. Sacchetti effective on July 1, 2019. Mr. Lynam asked Mr. Ledoux for his input and if he thought this increase was appropriate. Mr. Ledoux stated that Mr. Lambert is very talented and has done a good job since becoming Administrator. He also stated that having done an informal survey of other Administrators' salaries, this increase would put Mr. Lambert in the middle range.

Mr. Lynam made a motion to increase the Administrators salary by 3% effective November 1, 2019. The motion was seconded by Mr. Dutton, all were in favor and the motion passed.

Mr. Lynam then made a motion to increase the CFO's salary on July 1, 2019 and to discuss the amount. Mr. Dutton seconded. Mr. Lambert then told the committee that Ms. Sacchetti has been extremely supportive during the transition and that all of her detailed knowledge and experience has been a critical asset. Mr. Lambert then recommended a 3% increase for Ms. Sacchetti.

Mr. Lynam then amended the previous motion to increase the CFO's salary by 3% on July 1, 2019. Mr. Dutton seconded and motion passed.

There being nothing to present under old business or new business, a motion was made by Mr. Lynam to adjourn the Compensation Committee meeting and it was seconded by Mr. Dutton.

Meeting adjourned at 10:27 am.

Respectfully submitted,

Kelly Forrester
Manager of Transit Operations