

CERTIFICATION OF MINUTES

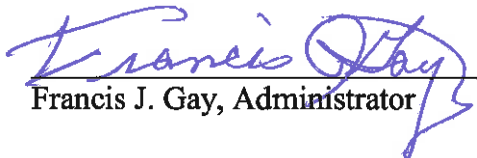
**CERTIFICATION OF NOTICE OF THE
EXECUTIVE COMPENSATION COMMITTEE MEETING**

I hereby certify that the attached minutes are a true copy of the minutes of the meeting of the Executive Compensation Committee, a Subcommittee of the Advisory Board of the Greater Attleboro-Taunton Regional Transit Authority held on **December 18, 2019**.

I further certify that the votes were taken at a meeting open to the public; that no vote was taken by secret ballot; that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the budget) was (i) filed with the Municipal Clerk of each of the member municipalities (collectively, the "Municipal Clerks") and copies thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal buildings in which the offices of the Municipal Clerks and the Authority Administrator are located, or in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b) or (ii) posted on the Authority's website in accordance with 940 CMR 29.03(3)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting; that no deliberations or decision in connection with the adoption of the budget were taken in executive session; and that the official record of the meeting was made available to the public promptly; all in accordance with G.L. c.30A, §§ 18-25 as amended.

I further certify that notice of the meeting was given to all members of the Committee and Advisory Board in accordance with the by-laws of the Authority.

Date: 1/27/2020


Francis J. Gay, Administrator



MEMO

To: GATRA Executive Compensation Committee

From: Francis Gay, Administrator

Date: December 13, 2019

Subject: GATRA Executive Compensation Committee Meeting
December 18, 2019 at 1:45 p.m.

Location: Mary Lyon Hall – Holman Room, Wheaton College, Norton, MA

AGENDA

1. Approval of Minutes from November 21, 2019 and November 22, 2019
2. Review Administrator Candidate recommendation to full Advisory Board
3. GATRA Staff wage study recommendations
4. Administrator transition
5. Committee Discussion

**GATRA Advisory Board
Executive Compensation Committee Meeting Minutes
December 18, 2019**

In attendance:

Richard Leitch, Norton Representative
Linda Hayes, COA Director Scituate

Joanne Moore, COA Director Duxbury
Francis Gay, Administrator

The meeting was called to order at 145 p.m. in Norton by Joanne Moore, Chair of the Executive Compensation Committee. Joanne Moore asked for a motion to approve the minutes of the past meeting which took place on November 21 and November 22, 2019. **Motion** by Linda Hayes to approve the minutes. **Seconded** by Richard Leitch. The minutes were **approved**.

A **motion** was made by Linda Hayes to authorize the Executive Compensation Committee to go into executive session to discuss staff salaries. The motion was **seconded** by Richard Leitch and was **passed** by the Executive Compensation Committee.

It was noted that the committee would not conduct any other business after the Executive Session.