



WORCESTER REGIONAL TRANSIT AUTHORITY  
PERSONNEL COMMITTEE MINUTES  
October 15, 2021

WRTA ADVISORY BOARD PERSONNEL COMMITTEE MEETING

Chairperson Belanger called the meeting to order at 8:30 a.m.

ATTENDANCE

Committee members in attendance via conference call/webinar Zoom were Mark Binnall, Doug Belanger, Kristen Las, Adam Menard (Alt), Gary Rosen, and Robert Spain.

ACCEPTENCE OF THE MINUTES

Chairperson Belanger asked for a motion to accept the minutes for April 9, 2021. On motion by Mark Binnall, seconded by Kristen Las (roll call) Personnel Committee accepted the minutes of April 9, 2021, the vote was carried.

Gary Rosen	yes
Mark Binnall	yes
Doug Belanger	yes
Kristen Las	yes
Robert Spain	yes

The Chairperson announced the Administrator’s intentions for consideration of negotiating a further contract for extended employment with the WRTA. The Administrator’s existing contract is up June 30, 2022. The Chairperson opened the floor for discussion by the members.

Member spoke favorably about the benefits of extending and/or negotiating a new contract. Duration of 2 years in total was mentioned being done one and one. Kristen Las responded to a request by the chairperson regarding rate research. Outlined were cost of living averages for 2022 being between 1 to 2.5%. Performance increases and annual percentages discussed were not specific to the WRTA Administrator. Kristen Las commented on the importance of “setting up for success” in terms of outlining further plans for the Administrator’s position. Members discussed the option of having an assistant administrator. Chairperson Belanger stated that Mr. Lipka would be open to this consideration. Mark Binnall asked if Mr. Coyne would be interested in the position. Chairperson Belanger stated that Mr. Coyne as CFO is the second in command. Any change (as it would be different) would be for another discussion and should be left for now.

Kristen Las commented on the stability Mr. Lipka provided for the WRTA through the pandemic and his work with polar park. Gary Rosen commented on his excellent working relationship with Mr. Lipka. Gary Rosen highlighted his wealth of experience and practical knowledge which benefited the running of the WRTA. Members were positive about the concept of offering to enter into negotiations and to have a new contract.

**Communities Served:**

Auburn	Brimfield	Douglas	Grafton	Millbury	North Brookfield	Paxton	Southbridge	Wales	West Boylston
Barre	Brookfield	Dudley	Holden	New Braintree	Oakham	Princeton	Spencer	Warren	West Brookfield
Berlin	Charlton	East Brookfield	Holland	Northborough	Oxford	Rutland	Sturbridge	Webster	Worcester
Boylston	Clinton		Leicester	Northbridge		Shrewsbury	Sutton	Westborough	



The Chairperson taking into consideration the discussion; excused the agenda items as they were no longer applicable. Chairperson Belanger proposed that a subcommittee be formed for the purpose of negotiating a contract. Additional meetings would follow if the committee votes by motion.

Chairperson Belanger recommended a new contract for Mr. Lipka. Mr. Lipka was contracted originally as an interim Administrator then as Administrator with extensions. Gary Rosen asked if an attorney would be present. Chairperson Belanger stated that (as in prior contracts) the committee draws up the document and it is sent to an attorney for review.

Chairperson Belanger asked for a motion to create a subcommittee for the purpose of offering to enter into negotiation of Mr. Lipka's contract.

Motion: The WRTA Advisory Board Personnel Committee votes to create a subcommittee for the purpose of offering to enter into negotiation of Mr. Lipka's contract.

On motion by Robert Spain, seconded by Mark Binnall (roll call) Personnel Committee votes to approve creating a subcommittee for the purpose of offering to enter into negotiation of Mr. Lipka's contract, the vote was carried.

Gary Rosen	yes
Mark Binnall	yes
Doug Belanger	yes
Kristen Las	yes
Robert Spain	yes

Chairperson Belanger noted that he would be updating the advisory board at their upcoming meeting.

PERSONNEL COMMITTEE MEMBERS BUSINESS

There was no member business

ADJOURNMENT

Chairperson Belanger asked for a motion to adjourn. On motion by Robert Spain seconded by Mark Binnall, (by roll call vote) the Personnel Committee meeting adjourned at 8:46 a.m., the vote was carried.

Mark Binnall	yes
Doug Belanger	yes
Kristen Las	yes
Gary Rosen	yes
Robert Spain	yes

Minutes prepared by Elizabeth Pokoly

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