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**MINUTES OF PVTA'S  
SPECIAL ADVISORY BOARD MEETING  
April 26, 2017**

The Advisory Board Special Meeting of the Pioneer Valley Transit Authority was held on Wednesday, April 26, 2017 at the Pioneer Valley Transit Authority Office located at 2808 Main Street in Springfield, MA, at 12:00 P.M.

**1. ROLL CALL**

	<i>Present (47.77 vote)</i>	<i>Not Present (14.22 vote)</i>
Agawam	Richard Theroux	
Amherst	Douglas Slaughter	
Belchertown	Brian O'Leary	
Chicopee	Steve Huntley	
East Longmeadow	Carolyn Brennan	
Easthampton		Linda Talbot
Granby		Jessica Langlois
Hadley	David Moskin	
Hampden		Becky Moriarty
Holyoke		Mayor Alex Morse
Leverett		Peter D'Errico
Longmeadow	Mark Gold	
Ludlow		Carmina Fernandes
Northampton	Mayor David Narkewicz	
Palmer	Paul Burns	
Pelham		Mark Santos
South Hadley	Michael Sullivan	
Springfield	Mayor Domenic Sarno	
Sunderland		Sherry Patch
Ware	Nancy Talbot	
West Springfield	Jim Czach	
Westfield	Peter Miller	
Wilbraham	Paula Dubord	
Williamsburg	J.M. Sorrell	
ADA Representative		TBD
Rider Representative	Patrick Burke	

A quorum of 31.01 majority vote being present, Chairman Mayor David Narkewicz called the meeting of PVTA's Advisory Board to order at 12:10 PM; majority vote of 47.77 present.

**2. NEW ADMINISTRATOR SCREENING COMMITTEE UPDATE**

Chairman Narkewicz stated that the New Administrator Screening Committee is recommending three finalists to the Advisory Board. After much deliberation, the three finalists that the committee is bringing forward are Patricia O'Leary, Dana Roscoe, and Sandra Sheehan. The Advisory Board will need to schedule a Special Meeting to interview and vote on the new Administrator.

Paul Burns asked if any of the candidates had management experience.

Chairman Narkewicz stated yes.

J.M. Sorrell asked if the full board will receive the finalist's resumes prior to the Special Board Meeting.

Chairman Narkewicz stated yes.

Nancy Talbot asked if there will be a set of questions to ask the candidates.

Chairman Narkewicz stated that each member of the Advisory Board will be able to ask each of the candidates a question.

Mayor Sarno thanked the Search Committee for their work bringing in three finalists for the new Administrator position. Mayor Sarno stated that the next Administrator needs to understand that Union Station and bus stops are two very important items for the next Administrator and how imperative it is that the Administrator hears the public loud and clear on bus stop concerns.

### **3. DETERMINATION OF DATE, TIME, AND FORMAT OF SPECIAL MEETING FOR PVTA ADVISORY BOARD INTERVIEW OF ADMINISTRATOR FINALISTS AND VOTE TO APPOINT**

Mark Gold asked how the Administrator vote will be tallied.

Chairman Narkewicz stated the votes will be tallied by weighted vote of the members in attendance. If a member is unable to attend the meeting, the Mayor or Chair of the Selectboard can appoint a designee to attend the meeting.

Chairman Narkewicz asked if the Board had any other questions or further discussion. Hearing none, Chairman Narkewicz asked the Board their availability for scheduling a Special Meeting within the first two weeks of May.

Michael Sullivan made the motion to allow the Chairman to formulate a date for the Special Meeting on a date within the first two weeks of May that works for the majority of members and the candidates at 4:00pm.

**Motion:** Moved and seconded (Sullivan/Sarno) to allow the Chairman to formulate a date for the Special Meeting on a date within the first two weeks of May that works for majority of members and the candidates at 4:00pm.

Chairman Narkewicz asked if there was any discussion, hearing none, asked for all those in favor to say aye.

Motion passed by a unanimous vote.

Chairman Narkewicz stated that the clerk will send all the candidates resumes to the Board Members for review prior to the Special Board Meeting.

**4. APPOINTMENT OF INTERIM ADMINISTRATOR**

Administrator Mary MacInnes stated that she recommends the Board appoint Carolyn Hart-Lucien as the PVTA Interim Administrator. Ms. Hart-Lucien is currently PVTA's Chief Information Officer, has been at PVTA since 1987 and she has previously served as an Interim Chief Financial Officer.

J.M. Sorrell made the motion to appoint Carolyn Hart-Lucien as Interim Administrator of the PVTA as recommended by the current PVTA Administrator.

**Motion:** Moved and seconded (Sorrell/Sullivan) to appoint Carolyn Hart-Lucien as Interim Administrator of the PVTA as recommended by the current PVTA Administrator.

Chairman Narkewicz asked if there was any discussion, hearing none, asked for all those in favor to say aye.

Mayor Sarno voted Present.


Motion passed by a majority vote (33.94 In Favor, 13.83 Present Vote)

Chairman Narkewicz stated that Ms. Hart-Lucien will be appointed Interim Administrator Friday 4/28/16 at the close of business.

**5. ADJOURNMENT**

The meeting of the Advisory Board adjourned (Theroux/O'Leary) at 12:44 P.M.

**A TRUE RECORD**

ATTEST:   
**BRANDY PELLETIER**

**Minutes Approved 9/20/17**

