

NOTICE OF OPEN MEETING

MetroWest Regional Transit Authority Advisory Board 15 Blandin Avenue Framingham, MA 01702

In accordance with M.G.L. Chapter 30A, §20, as modified by Executive Order of the Governor dated March 28, 2025, the MetroWest Regional Transit Authority (MWRTA) hereby gives notice that it will hold an open meeting of the Advisory Board on **Thursday, June 26, 2025 at 11:00 A.M.**

Join the meeting:

**On-site at 15 Blandin Avenue, 3rd Floor Conference Room, Framingham, MA
or**

Virtually from your computer, tablet or smartphone:

<https://us06web.zoom.us/j/89227698173?pwd=ZqkRIfKOb9HaShol5YLjyQzAeeLU3E.1>

Meeting ID: 892 2769 8173
Passcode: 561821

Dial by your location

+1 646 931 3860 US

ANTICIPATED AGENDA

1. Call to Order: Chair Joe Nolan, presiding
2. Roll Call; Declaration of Quorum
3. Public Questions/Comments (2 minute individual limit)
4. Review and Approval of Meeting Minutes – March 31, 2025
5. Administrator's Report - Discussion
6. Retirements:
 - a. Eva Willens
 - b. Bruce Willens
7. New Staff Introductions:
 - a. Mark McClanan (Deputy Administrator)
 - b. Scott Juppe (Fleet Director)
 - c. Jeff Coletti (Grants Assistant)
8. MWRTA Financial:
 - a. FY24 Audit Financial Statements – Discussion/Approval
 - b. FY25 YTD Report - Discussion
 - c. FY26 Final Budget - Discussion/Approval

9. MWRTA Post-Retirement Benefits - Discussion

10. Administrator Contract Matters:

- a. Non-Revenue Vehicle – Ford Explorer - Update
- b. FY25 Annual Performance Evaluation – Discussion
- c. FY25 Optional Performance Bonus – Discussion/Approval
- d. FY26 Administrator & Authority Goals – Discussion/Approval
- e. FY26 Annual Performance Evaluation Criteria – Discussion
- f. FY26 Optional Performance Bonus “Not to Exceed” Amount – Discussion/Approval

11. Board Member Comments

12. Scheduling of Next Meeting

13. MWRTA FY26 Advisory Board Reorganization

14. Adjournment