



**MAINE TURNPIKE AUTHORITY  
MEETING**

**June 12, 2024**

1. Pursuant to notice, a meeting of the Maine Turnpike Authority was held at 9 a.m. on June 12<sup>th</sup>, 2024

The following were present:

Daniel Wathen, Chair  
Michael Cianchette, Vice Chair  
Jane Lincoln, Member  
Andrew McLean, Member (*On Zoom*)  
Thomas Zuke, Member  
Bruce Van Note, Member Ex-Officio

2. Chairman Wathen called the meeting to order and said that he believed the purpose of this meeting was to review the recommendations made by John Alfano in his recent report to the MTA on internal structure and to receive reports from various employee committees that had been formed in response to Mr. Alfano's recommendations. Chairman Wathen said that if any of the employees present felt that anything essential was missing from the list of recommendations that it should be communicated to Jonathan Arey and/or to himself.
3. Chairman Wathen asked whether the recommendation on management training was being addressed by the Employee Development Committee. Kristi Van Ooyen, chair of that committee, answered that it was being discussed.
4. Chairman Wathen asked whether the recommendation on holding monthly director's meetings was being addressed. Chief of Operations Peter Merfeld said that monthly meetings had been scheduled for the rest of the year.
5. Chairman Wathen asked how the recommendation on monthly internal department meetings was being addressed. The consensus was that this had not been addressed yet but should be.

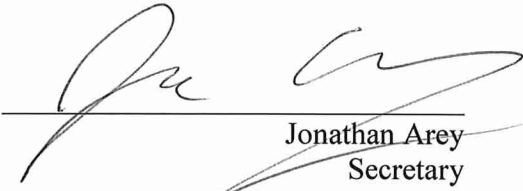
6. Chairman Wathen said that he expected the recommendation that the MTA develop a formal ethics policy would be addressed by the newly formed employee Ethics Committee.
7. Chairman Wathen said that he expected the recommendation that the MTA develop a policy manual would be addressed by the Policy Committee.
8. Chairman Wathen asked about the recommendation concerning a policy on confidential employee information. Staff Attorney Jonathan Arey answered that there was an existing policy and that the Policy Committee would recommend changes to that if necessary.
9. Chairman Wathen asked about the recommendation that a guide be developed for the payroll department regarding treatment of hourly vs. salaried employees. Director of Human Resources Lauren Carrier stated that this was being developed.
10. Director of Fare Collection Rick Barra gave the report of the Employee Appreciation Committee. He said the committee had met and discussed ideas to improve this aspect of MTA employment. He said that a survey of employees to solicit their ideas was being considered, but that in the past events like barbeques at the maintenance areas and ice cream for toll collectors in the summer had gone over well. Mr. Barra suggested that the board consider inviting employees who had attained a certain number of years of service to a board meeting as recognition.
11. Engineering Program Manager Kristi Van Ooyen gave the report of the Employee Development and Training Committee. She said the committee had met on June 4<sup>th</sup>. She reported that there were some low-cost programs, such as typing training, that she and others on the committee had previously been unaware of and said the committee was going to compile a list of available programs to provide to employees. She said the committee also felt that available transition training for toll collectors who wished to move into customer service should be more highly promoted.
12. Director of Information Technology William Yates reported that the Employee Intranet Committee had scheduled a meeting for June 18<sup>th</sup>. He said that the purpose of that committee was to establish a central place for all employees to access information. He said that he believed a dedicated website would be the best option for this.
13. Chairman Wathen said that he believed it would be appropriate to designate a board member as the point of contact for each committee to facilitate communication between the committees and the board. He said that he would assign a board member to each committee before the board's next regular meeting on June 27<sup>th</sup>.
14. Chairman Wathen stated that the board would discuss the recommendations of the employee's Ethics Committee in executive session.
15. On motion of Michael Cianchette, seconded by Thomas Zuke, and with unanimous approval of the members present it was voted to enter executive session for the purposes of:

June 12<sup>th</sup>, 2024

- Discussion, pursuant to 1 MRSA § 405 (6), of the employment, appointment, assignment, duties, promotion, demotion, compensation, and evaluation of a group of the MTA's management and confidential employees where public discussion could reasonably be expected to violate the right to privacy of one or more of the employees in that group.

The executive session began at 9:21 A.M. and ended at 11:48 A.M.

Adjourned at 11:48 A.M.

  
Jonathan Arey  
Secretary  
11/4/24  
Date