

CAMBRIDGE WATERFRONT DEVELOPMENT, INC.  
Minutes of the Regular Meeting of Board of Directors  
Thursday, November 4, 2021  
Cambridge-Dorchester Regional Airport and via Zoom

A regular meeting of the Board of Directors (the “Board”) of Cambridge Waterfront Development, Inc., a Maryland non-stock corporation (the “CWDI or Corporation”), was held on November 4, 2021 at the Cambridge-Dorchester Regional Airport and via Zoom.

In attendance at the meeting were Daryl Butcher, Mike Frenz (via Zoom), David Deutsch (via Zoom), Frank J. Narr, Jr., Jeff Powell, and Richard Zeidman, appointees to the Board as specified in the Articles of Incorporation of the Corporation. Also in attendance were Sandra Tripp-Jones, Executive Director, Charles MacLeod, Esq., Counsel of the Board, Gwen Fike, Assistant to Executive Director, and guests – Mike Detmer of Star Democrat, Sharon Smith and Carlos Estin. Donna Lane (via Zoom) joined the meeting at 9:49am.

Ms. Tripp-Jones called the meeting to order at 9:12 a.m.

Approval of the Agenda

Ms. Tripp-Jones amended the agenda to move Item V.c to the closed session. She requested a motion to approve the amended agenda. The motion was approved –Zeidman/Butcher (6/0).

Introduction of Guests

Ms. Tripp-Jones welcomed Mike Detmer, Sharon Smith and Carlos Estin to the meeting.

Approval of Minutes:

Ms. Tripp-Jones asked for any comments on the minutes submitted for the October 21, 2021 board meeting. Mr. Narr made a minor change under the planning committee report. A motion was made to approve the minutes with the minor change. –Zeidman/Butcher (6/0).

Report on Closed Session:

Ms. Tripp-Jones reported on the October 21, 2021 closed session as follows:

Present: Daryl Butcher, Mike Frenz, Donna Lane, Frank J. Narr, Jr. (via Zoom), Jeff Powell, Richard Zeidman, Sandra Tripp-Jones, Charles MacLeod, Esq., and Gwen Fike.

Absent: David Deutsch

No reportable action was taken.

Report from Planning Committee and Team:

Mr. Narr reported that the branding subcommittee would reconvene to revisit the three name options. The next step would be to hold a community input session to review the branding effort and name options. It is his hope to hold a community presentation by the end of the year.

Executive Director's Report:

- a. Grants Update. Ms. Tripp-Jones reviewed with the group her memorandum summarizing grants that have been awarded to CWDI and those that are pending. The group discussed other potential grant opportunities.
- b. Approve payment of MacLeod Invoice No.11169 in the amount of \$5,695.00 for September legal services. A motion was made and approved to pay invoice no. 11169 – Powell/Narr (6/0).
- c. Status of contract with Network Realty Partners – to be discussed in closed session.
- d. Recommendation that the Board approve payment of BCT invoice number 35040 in the amount of \$47,652.00 for services performed by subcontractor Morris Ritchie and Assoc. (MRA) related to the engineering services for installation of broadband services plus BCT management fees. Note that CWDI has received payment from DHCD for this payment to BCT/MRA. A motion was made and approved to pay invoice number 35040 – Narr/Powell (6/0).
- e. Recommendation that the Board approve payment of BCT Design invoice number 35385 in the amount of \$1,305.41 for expenses (site visit and reproduction costs). A motion was made and approved to pay invoice number 35385 – Powell/Narr (6/0).

Mr. Detmer, Ms. Smith and Mr. Estin left the room at 9:41am.

Closed Session:

A recommendation was made that the Board take action to go into closed session:

Adopt a motion closing the meeting pursuant to:

- a. Maryland Open Meetings Act Sect. 3-305(b)(1) personnel matters because public discussion would violate privacy of candidates (Executive Director Candidates); and
- b. Maryland Open Meetings Act Sect. 3-305(b)(3) to discuss and consider real property acquisition because public discussion could negatively impact effective negotiation in the interest of CWDI. (Dorchester Hospital Property, Port Property);
- c. Adopt a motion to end the closed session and return to open session, stating that reports on the closed sessions will be made at the next regular meeting.

The motion to go into closed session was approved with no objection: Zeidman/Narr (6/0).

The closed session began at 9:42 a.m. All Board members at the regular meeting, Daryl Butcher, Mike Frenz (via Zoom), David Deutsch (via Zoom), Frank J. Narr, Jr., Jeff Powell, and Richard Zeidman were in attendance. Also in attendance were Sandra Tripp-Jones, Charles MacLeod, Esq., Gwen Fike. David Deutsch left the meeting at 9:45am. Donna Lane (via Zoom) joined the meeting at 9:49am.

There being no additional information to be discussed, a motion was proposed to end the closed session at 11:20am - Narr/Butcher (6/0).

There being no additional information to be discussed, the meeting was adjourned at 11:23am