

CAMBRIDGE WATERFRONT DEVELOPMENT, INC.
Minutes of the Regular Meeting of Board of Directors
Thursday, March 18, 2021
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 March 18, 2021 via Zoom.

In attendance at the virtual meeting were Daryl Butcher, Patrick Comiskey, Mike Frenz, 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, Robert Northfield and Troy Marrocco of BCT Design and guests - Sharon Smith, Tommy Niblett, Mike Detmer and Dave Cannon.

Ms. Tripp-Jones called the meeting to order at 9:02 a.m.

Introduction of Guests

Ms. Tripp-Jones welcomed the guests to the meeting.

Approval of the Agenda

The Board proceeded with the meeting agenda. Ms. Tripp-Jones requested a motion to approve the agenda with the removal of the approval of minutes from February 26, March 4 and March 11. The motion was approved – Narr/Powell (5/0).

Approval of Minutes

Ms. Tripp-Jones asked for any comments on the minutes submitted for the February 18, 2021 Board meeting. There were no comments concerning the minutes and a motion to approve the minutes of February 18, 2021 was approved – Narr/Powell (5/0).

Report on Closed Sessions: February 18, 2021, March 4, 2021 and March 11, 2021

Ms. Tripp-Jones reported that all Board members were in attendance at the closed session held on February 18, 2021 and no action was taken. She reported that all Board members were present at the closed session held on March 4, 2021 and no action was taken. Ms. Tripp-Jones reported that all Board members except for Daryl Butcher were present at the closed session held on March 11, 2021 and no action was taken.

Consent Calendar – Recommendation that the Board:

- a. Approve reimbursement to Sandra Tripp-Jones for Feb. 26, 2021 meeting luncheon and audio visual costs at the Hyatt Regency Hotel, Cambridge. Receipt attached.
- b. Approve payment of MacLeod Law Group invoice number 10576 in the amount of \$4,512.00 for legal services in the month of February 2021.
- c. Approve BCT Contract Cost increase of \$28,000 for MRA mapping services as part of to be paid from the Maryland State grant for broadband planning and preliminary design.
- d. Receive February 2021 Financial Reports.

Ms. Tripp-Jones reviewed with the group the items under the Consent Calendar. Mr. Narr inquired if the Hyatt AV expense would be reimbursed by Secretary Holt. Ms. Tripp-Jones replied that she submitted a grant application for reimbursement. The group discussed the BCT contract cost increase and that it has been raised by \$33,100 – not \$28,000. There were no further questions, and a motion was made to approved items a, b, c and d. The motion was approved – Powell/Butcher (5/0).

Report from Planning Committee:

Mr. Narr reported there were 350 respondents to the Citizen Survey, and there were greater than 1,500 individual responses. The group was pleased with the number of responses. BCT has completed its compilation of the survey responses. Mr. Marrocco provided an overview of how the citizen input survey was developed and presented to the community online from December 2020 to January 2021. The generated document will be used as a guide to assist CWDI and BCT in the development of the master plan.

The five topics of the report were reviewed with the group:

1. Park Programming
2. Connectivity, Streetscapes and Gateways
3. Residential Opportunities
4. Potential Commercial Uses
5. Design Considerations
6. Final Thoughts and Open Input

Mr. Marrocco and Mr. Northfield provided the Board members with an overview of the responses received for each topic. Ms. Tripp-Jones indicated that the survey report will be presented to the City Council members and broadcast over the town hall stream on March 24, 2021 at 6:00pm and it will be archived. The County Council and the Chamber will also be notified of the Survey presentation. Ms. Tripp-Jones thanked Mr. Marrocco and Mr. Northfield for their efforts and cooperation in working on the survey.

Mr. Frenz stepped out of the meeting from 9:14am until 9:41am for a fire drill.

BCT will be working on the draft master plan, and Ms. Tripp-Jones indicated that she would need to set up a few special meetings of the Board to provide feedback on the drafts.

Mr. Narr reported that he received a call from the SBDC of Salisbury. They have been asked to identify projects on the eastern shore to receive new federal pandemic funding. They were looking for highly visible projects. SBDC requested a two-page summary to identify shovel-ready projects that they could submit for funding. The summary would need to be finalized by Monday. The group discussed and concurred to submit the summary for infrastructure and public improvement area of the project.

Mr. Zeidman joined the meeting at 10:05a.m.

Ms. Tripp-Jones indicated that there was no additional business to discuss and the open portion of the meeting would end. Any reportable action taken at the closed session would be reported at the next CWDI meeting.

Closed Session

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

- I. Adopt a motion closing the meeting:
 - a. Pursuant to Maryland 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. (Port Property, Dorchester Hospital Property, Richardson Foundation Property); and
 - b. Pursuant to Maryland OMA Sect. 3-305(b)(4) to consider and discuss a preliminary matter that concerns proposals for businesses to locate, expand, or remain in the State because public discussion could negatively impact confidentiality of a business proposal (Cambridge Shipyard, Weller Development, Fairchild Properties).
 - c. Adopt a motion to end the closed sessions and return to open session, stating that reports on the closed sessions will be made at the next regular meeting.

This motion to go into closed session was approved with no objection: Butcher/Powell (6/0).

The closed session began at 10:11 a.m. All Board members at the regular meeting, Daryl Butcher, Patrick Comiskey, Mike Frenz, Frank Narr, Jr., Jeff Powell and Richard Zeidman, were in attendance at the closed session. Also in attendance were Sandra Tripp-Jones, Charles MacLeod, Esq. and Gwen Fike. Donna Lane was absent.

There being no additional information to be discussed, a motion was proposed to end the closed session at 11:28 a.m. Powell/Narr (6/0)

Report on Closed Session

The results of the closed session will be reported at the next CWDI Board Meeting on April 15, 2021.

There being no additional information to be discussed, the meeting was adjourned.