

CAMBRIDGE WATERFRONT DEVELOPMENT, INC.
Minutes of the Regular Meeting of Board of Directors
Thursday, September 30, 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 September 30, 2021 at the Cambridge-Dorchester Regional Airport.

In attendance at the meeting were Daryl Butcher, Mike Frenz (Zoom), Donna Lane, 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, Rod Lawrence (Zoom) of Network Realty Partners, Bob Northfield (Zoom) of BCTDesign, and Gwen Fike, Assistant to Executive Director, guest – Mike Detmer of Star Democrat. David Deutsch was absent.

Mr. Zeidman called the meeting to order at 9:03 a.m.

Approval of the Agenda

Mr. Zeidman requested a motion to approve the agenda. The motion was approved –Narr/Powell (6/0).

Introduction of Guests

Mr. Zeidman welcomed Mike Detmer to the meeting.

Report from September 15, 2021 meeting with Secretary Kenneth Holt

Mr. Zeidman summarized the September 15th meeting with Secretary Holt. At this meeting, Mr. Lawrence and Mr. Northfield presented the draft master plan to Secretary Holt and the State’s team and it was discussed in detail.

Report from Planning Team

Mr. Powell reported on a letter received concerning the boat ramp. He indicated that there is federal money tied to the boat ramp until 2033, and the CWDI project will need to be designed around it. Mr. Powell will follow up with DNR to better understand what is involved. BCT will be advised to revise the master plan.

Mr. Narr indicated that informal meetings were being scheduled with Pat Escher to review the site plan prior to the RFP going active. Sam Hullman, of NRP, will also be meeting with Ms. Escher in the next two weeks to walk through the plan.

Report on RFP

Mr. MacLeod has circulated the draft RFP to Board members for review and gave a timeline for comments to be returned. The RFP will then be revised and recirculated. It is anticipated that the RFP will be ready to go live in mid-October.

Ms. Tripp-Jones arrived at 9:27am.

Report and Discussion of Budget

Ms. Tripp-Jones reviewed the Memorandum Projected Budgetary Shortfalls and Options For Resolving Shortfalls. This summarizes CWDI's financial status, known receivables, pending contracts and applications. It looks out at the full FY 2022 budget and looks forward at FY 2023 operating costs. This assumes that by FY 2023 the RFP is complete, and CWDI is in operations and funding will be needed for infrastructure.

The current CWDI budget is balanced, and the documents shared show projected shortfalls, not existing. Once the discussion began it was determined that the specifics of the budget should be discussed in closed session. This memo was created at the request of DHCD.

Mr. Lawrence, Mr. Northfield and Mr. Detmer left the meeting at 9:35am.

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)(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);
- b. Maryland Open Meetings Act Sect. 3-305(b)(1) personnel matters because public discussion would violate privacy of candidates (Executive Director Recruitment and Executive Assistant); and
- 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.

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

The closed session began at 9:35 a.m. All Board members at the regular meeting, Daryl Butcher, Mike Frenz (Zoom), Donna Lane, Frank J. 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. David Deutsch was absent.

There being no additional information to be discussed, a motion was proposed to end the closed session at 10:57 a.m. Narr/Powell (6/0).

There being no additional information to be discussed, the meeting was adjourned at 10:58am.