

CAMBRIDGE WATERFRONT DEVELOPMENT, INC.
Minutes of Special Regular Meeting of Board of Directors
Thursday, July 1, 2021
Cambridge-Dorchester Regional Airport

A special 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 July 1, 2021 at the Cambridge-Dorchester Regional Airport.

In attendance at the meeting were Daryl Butcher, Donna Lane (via phone), Frank 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, Sharon Smith, Guest, and Caroline Varney-Alvarado, Department of Housing and Community Development (arrived 9:12). Patrick Comiskey and Mike Frenz were absent.

Ms. Tripp-Jones called the meeting to order at 9:07 a.m.

Introduction of Guests

Ms. Tripp-Jones welcomed Sharon Smith to the meeting

Approval of the Agenda

Ms. Tripp-Jones requested a motion to approve the agenda. The motion was approved – Powell/Narr (5/0).

Report on Closed Session:

Ms. Tripp-Jones reported on the June 17, 2021 closed session as follows:

Report on Closed Session: June 17, 2021

Present: Daryl Butcher, Mike Frenz, Frank Narr, Jeff Powell, Rich Zeidman, Sandra Tripp-Jones, Charles MacLeod, and Gwen Fike.

Absent: Patrick Comiskey and Donna Lane.

No reportable action was taken.

Master Plan and Marketing Materials – BCT Design

The group joined the virtual presentation provided by BCT. Mr. Northfield of BCT presented a detailed overview of the master plan. He walked the group through each area of the site and provided rationale of the plan. After the presentation, the group asked a variety questions and discussed various aspects of the master plan. The group discussed how to publicly share the master plan, and it was determined that a presentation would be made to the public and the details will be determined later.

Mr. Murray of BCT presented an overview of the branding strategy for the site. The branding focus group is proposing a positioning statement of “Lured by the water, kept by the heritage”. Mr. Murray provided an overview and background of the three name selections – 1. Port Cambridge, 2. Cambridge Harbor, and 3. Waterfront Cambridge. He presented artwork for each name. Mr. Zeidman and the group

thanked BCT for their efforts. The board will revisit the names and get back to BCT with how best to move forward.

Executive Director's Report

Status of State Approvals of Port Property and Gateway Property Transfer Agreements – The Transfer Agreements have been sent to the State. Ms. Varney- Alvarado indicated that the Transfer Agreements are in the AG office.

Ms. Lane left the meeting at 10:45am

Recruitment of an Executive Director – Ms. Tripp Jones requested that the Personnel Committee (Mr. Butcher, Ms. Tripp-Jones and Mr. Frenz) reconvene to determine a process to begin the search for a new Executive Director.

Sharon Smith left the meeting at 11:00 a.m.

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

Recommendation that the Board adopt a motion closing the meeting pursuant to Maryland Open Meetings Act (14) Article §3-305(b) (14) to discuss a matter directly related to a proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive proposal process. (Network Realty Partners).

The motion to go into closed session was approved with no objection: Powell/Narr (4/0).

The closed session began at 11:01 a.m. Board members in attendance at the closed session included Daryl Butcher, Frank Narr, Jr., Jeff Powell, and Richard Zeidman. Also in attendance were Sandra Tripp-Jones, Charles MacLeod, Esq., Gwen Fike, Caroline Varney-Alvarado, Bill Morris and Rod Lawrence of Network Realty Partners. Patrick Comiskey, Donna Lane and Mike Frenz were absent.

There being no additional information to be discussed, a motion was proposed to end the closed session at 1:28 p.m. - Narr/Zeidman (4/0)

Ms. Tripp-Jones indicated that a meeting has been set up with UMMS on July 15th. The President of UMMS will be in attendance, and Ms. Tripp-Jones requested all Board members attend. Mr. Zeidman requested that Mr. MacLeod submit a cost estimate to prepare an RFP.

There being no additional information to be discussed, the meeting was adjourned at 1:44 p.m.