

CAMBRIDGE WATERFRONT DEVELOPMENT, INC.
Minutes of Regular Meeting of Board of Directors
Thursday, August 5, 2021
Cambridge-Dorchester Regional Airport

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 August 5, 2021 at the Cambridge-Dorchester Regional Airport.

In attendance at the meeting were Daryl Butcher, Mike Frenz (phone), Donna Lane (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, and Gwen Fike, Assistant to Executive Director. Patrick Comiskey was absent.

Ms. Tripp-Jones called the meeting to order at 9:16 a.m.

Approval of the Agenda

Ms. Tripp-Jones requested a motion to approve the agenda. The motion was approved – Narr/Powel (6/0).

Approval of Actions Taken on July 15, 2021 by the Committee of the Whole CWDI Board

- a. Approval of the Agenda for the 7/15/21 Board meeting.
- b. Approval of the minutes submitted for the June 3 and June 17, 2021 Board meetings
- c. Approval of the Consent Calendar
 - i. Approve payment of MacLeod Law Group invoice number 10939 in the amount of \$5,123.00 for June 2021 legal services
 - ii. Receive June 2021 Financials
- d. Approve the motion to send the draft letter to the Mayor and City Council outlining several options to alter the Board makeup
- e. Approve the motion to go into closed session
- f. Approve the motion to end closed session

Ms. Tripp-Jones indicated that a quorum was not present at the July 15, 2021 Board meeting. She reviewed the actions that were taken at that meeting and requested a motion to approve items a through f. The Board discussed the items and voted to approve items a, b, c, e, and f – Powell/Zeidman (6/0). Item d was not approved.

Approval of Minutes

Ms. Tripp-Jones asked for any comments on the minutes submitted for the July 1, 2021 and July 15, 2021 Board meetings. There being no comments, a motion was made to approve the minutes – Powell/Narr (6/0).

Report on Closed Session:

Ms. Tripp-Jones reported on the July 15, 2021 closed session as follows:

Report on Closed Session: July 15, 2021

Present: Daryl Butcher, Frank Narr, Jr., and Jeff Powell

Absent: Patrick Comiskey, Mike Frenz, Donna Lane, and Richard Zeidman.

No reportable action was taken.

Network Realty Partners

Mr. Powell provide an overview of the scope of work that could be performed by Network Realty Partners to assist CWDI and the group discussed. The scope of services will be refined by Mr. Powell and Mr. MacLeod will draft an agreement between CWDI and Network Realty Partners.

Mr. MacLeod's group will prepare the RFP to satisfy the requirements in Exhibit C, and Network Realty will review it and help to solicit it.

Ms. Tripp-Jones made a recommendation that the Board approve a contract with Network Realty Partners to provide Developer's Representative Services and Master Plan refinement services, in the amount of \$85,000 in a form approved by MacLeod Law Group, Counsel to the Board. This motion was approved – Narr/Powell (6/0).

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)(1) to discuss an appointee, employee, or official over whom it has jurisdiction or any other personnel matter that affects one or more specific individuals in order to protect the confidentiality of the individual.

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

The closed session began at 9:41 a.m. Board members in attendance at the closed session were Daryl Butcher, Mike Frenz (phone), Donna Lane (phone), Frank Narr, Jr., Jeff Powell, and Richard Zeidman. Also in attendance were Sandra Tripp-Jones, Charles MacLeod, Esq., and Gwen Fike. Patrick Comiskey was absent.

There being no additional information to be discussed, a motion was proposed to end the closed session at 10:51 a.m. - Narr/Butcher (6/0).

There being no additional information to be discussed, the meeting was adjourned at 10:56 a.m.