

**NH Community Development Finance Authority  
Meeting of the Board of Directors****14 Dixon Avenue, Suite 102  
Concord, NH 03301  
June 10, 2025, 10:00 AM  
MINUTES**

CDFA BOARD OF DIRECTORS PRESENT: Ben Gaetjens-Oleson, *Chair*; Peter Rayno, *Vice Chair*; Diane Fitzpatrick, *Secretary/Treasurer*; Ross Bartlett; Robert Tourigny; Carmen Lorentz; Cynthia Harrington; and Cody Morrison.

STAFF: Katherine Easterly Martey, *Executive Director*; Ian Hart, *Chief Financial Officer*; Melissa Latham, *Director of Policy & Communications*; Scott Maslansky, *Director of Clean Energy Finance*; Mollie Kaylor, *Director of Housing and Community Development*; Molly Donovan, *Director of Economic Development*; Priscilla Baez, *Customer Experience Manager*; Kirsten Barton, *Community Innovation Manager*; Kim Pacocha, *Accounting Director*; and Maureen Quinn, *Board Relations Manager*.

PUBLIC: Betsy McNamara, *CDFA Consultant*; Nate Olson, *Data Specialist*; and Rachael Blansett, *CDFA Summer Fellow*.

Mr. Gaetjens-Oleson opened the meeting at 10:02 AM. There was one member of the public was in attendance; no public comment was offered. Mr. Gaetjens-Oleson made an announcement. He offered appreciation and thanks for the work of the Directors and staff who worked to develop the FY26 Budget.

**A. Agenda**

Mr. Gaetjens-Oleson reviewed the meeting agenda and called for a motion to approve the agenda, as presented.

**Motion – 10:03 AM**

Mr. Rayno moved to approve the meeting agenda, as presented. Ms. Harrington seconded, and the motion was carried by a unanimous vote of the Board.

**B. Consent Agenda**

Mr. Gaetjens-Oleson reviewed the Consent Agenda, which included the following items:

- May 13, 2025 Board of Director Minutes;
- April 8, 2025 Finance Committee Minutes
- May 13, 2025 Finance Committee Minutes;
- May 8, 2025, Community Development Advisory Committee Minutes
- FY25 Quarter 3 Financials
- CDFA Base Lending Rate for Q1 FY26

**Motion – 10:04 AM**

Mr. Morrison moved to approve the consent agenda, as presented. Mr. Bartlett seconded, and the motion carried by a unanimous vote of the Board.

**C. Year End Strategic Plan Review**

Ms. Easterly Martey provided an overview of CDFA's Living Strategic Plan, and noted an annual update with goals has been developed with the input of Directors and staff. She added that the annual budget supports the continuation of

organization priorities. The data narrative will continue to be an integral part of the living strategic plan, as it helps identify trends and countertrends, and areas and communities where there are persistent gaps in housing, childcare, public infrastructure, healthcare and workforce development. Ms. Easterly Martey noted CDFA believes it is essential to have a dynamic living strategic plan so that the organization is positioned to meet the needs of communities; community impact is core to CDFA's mission and overall goals.

Ms. Easterly Martey noted CDFA aspires to create and sustain thought leadership and initiatives in each of the following areas:

#### Community Impact

- The goal for FY26 is maintain core program, and finish sunseting programs (the Community Center Investment Program and CDBG-CV) strong.
- The Tax Credit Program will continue to expand the number of engaged donors to bolster the overall business awareness and support of the program. The Board discussed some of the fundraising challenges in the current economic environment. Leadership change – and the process of needing to engage and educate new leaders - is a real issue which requires significant resources. The Board and Ms. Easterly Martey discussed ideas for engaging new donors and the role of the Board in these efforts.
- The CDBG Program is preparing to advance a new five-year Consolidated Plan; data (CPIs and Indices) will be used to research and identify need guide the development of the new Consolidated Plan.
- Efforts will include a focus on growing childcare resources and place-based community development initiatives.
- Financial resources are shrinking but targeted investment can still create significant impact.

#### Partnerships

- There is concerted effort for community engagement with CDFA engaging in ongoing community conversations and leveraging the partnership experience survey for continuous improvement.
- Efforts to improve project management tools (Status Report and Monitoring).
- Advance project development training initiative and expand to additional stakeholders.
- Develop at least three (3) new trainings, designed to inform, engage, and lead to potential implementation of projects.

#### Sustainability/Organizational Capacity

- Reduce reliance on consultants and continue to train staff for business continuity.
- Identify and take advantage of technology opportunities.
- Enhance monitoring and reporting of the budget for decision making.
- Consider new professional auditing services.
  - The Board briefly discussed protocol for audit services and whether CDFA needs to change audit firms or consider other approaches to the existing partnership, including a change of principal auditor, request for a new proposal and peer review.
  - The Board stressed the significant staff resources needed to support a change in auditors should be a consideration.
  - It was noted CDFA's current audit firm has a very good breadth of experience in understanding federal funding and how those funds impact CDFA's financial health and financial statements.

#### Governance

- Improvements in communication efforts, including a new website, quarterly donor and partner newsletters and completion of the CDBG material update project.
- Advance an organization-wide learning priority through more place-based engagements.

The Directors thanked Ms. Easterly Martey for the update on the living strategic plan and expressed their enthusiasm for the organization's commitment to adapting and improving to meet the needs of communities in New Hampshire. Ms. Easterly Martey noted the Board will be asked to take action on the narratives and goals, as outlined, later in the meeting.

#### **D. 2025 Summer Fellowship – 10:53 AM**

Mr. Nate Olson introduced himself to the Board and stated he would be providing an overview of the effort to refine and expand the use of the Community Progress Indicators (CPIs) and Core Data Index (CDI) – two tools that help guide how CDFA understands and responds to community needs across New Hampshire. To achieve this goal, CDFA has brought on Ms. Rachael Blansett, through the UNH Sustainability Institute Fellowship Program, to lead a multi-phase project to update and improve data tools. The project will be jointly overseen by CDFA and the NH Fiscal Policy Institute (NHFPI).

Mr. Olson introduced Ms. Blansett to the Board of Directors. The Directors introduced themselves.

Mr. Olson informed the Board the following deliverables can be expected:

- Refined CPI/CDI framework
- Draft materials
- Documentation of findings
- Presentation of results

He stressed these deliverables are in alignment with CDFA's work and are going to be accessible to grantees. Mr. Olson added this work is critical because it will strengthen, improve, build, and align CDFA's use of data with its work, ultimately yielding more impactful investments. Long term, applications which are closely aligned with CDFA's mission will strengthen the nonprofit pipeline and reinforce CDFA's role as a data-informed funder. The use of data points to CDFA's commitment to uplift projects and the ecosystem of New Hampshire.

The Board asked whether research could be done to determine the housing vacancy rate in New Hampshire. The Board agreed this is a critical number to understand and to be able to articulate, particularly as the State continues to grapple with severe housing shortages.

#### **E. Living Strategic Plan Updates – Narratives and Goals – 11:11 AM**

Ms. Easterly Martey stated she is seeking a motion to approve the Living Strategic Plan Updates, as outlined earlier. She noted this would include the exploration of whether to create an ad hoc committee to support fundraising for the CDFA Tax Credit Program.

#### **Motion – 11:11 AM**

Ms. Lorentz moved to approve the Living Strategic Plan Updates, including the potential for an ad hoc committee to support fundraising for the Tax Credit Program. Mr. Bartlett seconded, and the motion carried by a unanimous vote of the Board.

#### **F. SFY 2026-27 Tax Credit Round**

Ms. Easterly Martey provided a brief overview of the Tax Credit Round process. She noted discovery meetings – a new tool used to learn more about potential projects and for projects to learn more about the CDFA Tax Credit program – was incorporated in the Fall of 2024. Several points of interest include:

- Over 125 applicants participated in webinars;
- 52 pre-application meetings were held with organizations considering pursuing funding;
- 16 tax credit applications were received; and
- 24 Community Economic Development (CED) applications were received.

Ms. Easterly Martey noted there were several prominent themes in this round, which included:

- Development/preservation of housing;
- Expansion of access to childcare; and
- Community facilities expansion, with a broad range of services represented by the many different organizations exploring the CDFA tax credit program.



CED themes which emerged included:

- Strengthening staff;
- Improving governance structure; and
- Community engagement and sustainability, including funding models.

Ms. Easterly Martey acknowledged and thanked Ms. Harrington, Mr. Bartlett, and Mr. Morrison, the three Directors who served on this year's Investment Review Committee (IRC). Each of the three Directors complimented staff on the thoroughness of the review process to ensure questions were answered and a robust review and understanding of each application was readily available.

An overview of the allocation memo was provided. Funding is being deployed with consideration of an uncertain economy. Mr. Hart and Ms. Easterly Martey will monitor tax credit fundraising efforts carefully to ensure any issues or concerns may be addressed in a timely matter.

Ms. Easterly Martey stated that at the March 11<sup>th</sup>, 2025, Board of Directors meeting, Directors reviewed a complete slate of applications and disclosed any conflicts of interest. Ms. Easterly Martey confirmed that Ms. Lorentz and Ms. Fitzpatrick each disclosed conflicts of interest with applicants in this round. Ms. Lorentz and Ms. Fitzpatrick stepped away from the table.

A slate of applications recommended for funding was presented to the Board of Directors.

PROJECTS RECOMMENDED FOR FUNDING					
ORGANIZATION	PROJECT NAME	LOCATION	REQUEST	REC.	SUMMARY
Franklin Opera House Inc.	Renovations to Franklin Opera House	Franklin	\$312,500	\$312,500	Strong community and economic benefit. Renovations to bring the building up to code which will allow the building to reopen for use by schools and the public for community events which promotes economic development in Downtown Franklin. Demonstrated capacity.
Gather	Gather Community Food Center	Portsmouth	\$625,000	\$625,000	Strong community and economic development benefit. Renovations to support a Community Food Center that consolidates the organization's expanding food access and recovery operations. Demonstrated capacity.
Laconia Area Community Land Trust DBA Lakes Region Community Developers	Harriman Hill Phase III	Wolfeboro	\$500,000	\$500,000	Strong community and economic benefit. Development of 30 units of rental housing in Wolfeboro, including 27 affordable units with five units reserved for the for developmentally disabled. Demonstrated capacity.
Mark Stebbins Community Center	Mark Stebbins Community Center	Manchester	\$625,000	\$625,000	Strong community and economic benefit. Construction of a community center on Manchester's West Side focused on affordable before/after school programs, healthcare, food access, and support services. Demonstrated capacity.

<b>New Hampshire Community Loan Fund, Inc.</b>	Affordable Energy Efficient Homes	Concord	\$525,000	\$262,500	Strong community and economic benefit. Support of affordable, energy efficient homeownership opportunities for low-and - moderate-income individuals. Partial funding due to a competitive tax credit round with limited resources and the project's anticipated ability to be successful in year two without CDFA resources. Demonstrated capacity.
<b>New Hampshire Historical Society</b>	Climate Control for Collections Management Center	Concord	\$247,353.75	\$247,353.75	Demonstrated community and economic benefit. Preservation of extensive NH historical collections supports statewide public and student educational programming. Supports cultural and economic vitality of downtown Concord. Demonstrated capacity.
<b>PHA Housing Development Ltd</b>	Sherburne School Workforce Housing Project	Portsmouth	\$625,000	\$625,000	Strong community and economic development benefit. Development of 90 units of workforce housing. Demonstrated capacity.
<b>Portsmouth Music and Arts Center</b>	PMAC's Community Visual Arts Center	Portsmouth	\$625,000	\$625,000	Strong community and economic benefit. Redevelopment of historic South Meeting House to support growing arts programming and community engagement. Demonstrated capacity.
<b>The Children's Museum of New Hampshire</b>	Luckey Climber Interactive Climbing Sculpture	Dover	\$200,000	\$200,000	Demonstrated community and economic benefit. Provide play-based learning opportunity for older children and those with sensory processing differences. Increased attendance augments museum's economic impact on downtown Dover. Demonstrated capacity.
<b>The Walpole Foundation</b>	Walpole Village School & Community Room	Walpole	\$525,000	\$525,000	Strong community and economic benefit. Development of new childcare facility will replace existing substandard building and increase the number of childcare slots available. Demonstrated capacity.
<b>Theatre UP</b>	Theatre Up Masonic Temple Project	Littleton	\$500,000	\$500,000	Strong community and economic benefit. Expanding access to arts programming and education in the North Country, economic impact on downtown Littleton. Preservation and upgrade of Historic Structure. Demonstrated capacity.



<b>Wentworth-Douglass Hospital</b>	WDH Women & Children's Center Expansion	Dover	\$500,000	\$250,000	Demonstrated community benefit. Addresses the growing shortage of maternal healthcare care options. Partial funding due to a competitive tax credit round with limited resources and the project's anticipated ability to be successful in year two without CDFA resources. Demonstrated capacity.
<b>Total</b>			<b>\$5,809,853.75</b>	<b>\$5,297,353.75</b>	

Tax credit applications not recommended for funding are as follows:

PROJECTS NOT RECOMMENDED FOR FUNDING					
ORGANIZATION	PROJECT NAME	LOCATION	REQUEST	REC.	SUMMARY
<b>Butterflies are Free to Fly</b>	BFF Community Center Building	Goffstown	\$465,625	—	Undemonstrated community benefit and premature for investment in a competitive round with limited resources. Limited organizational capacity.
<b>Gateways Community Services</b>	Beard Street Supportive Housing Project	Nashua	\$625,000	—	Demonstrated community benefit but premature for investment in a competitive round with limited resources due to limited path to funding.
<b>Marguerite's Place</b>	Transitional Housing for Families in Nashua	Nashua	\$625,000	—	Demonstrated community benefit but premature for investment in a competitive round with limited resources due to limited path to funding.
<b>Nurture and Nature Children's Center</b>	Child Care Center Renovation & Expansion	Kensington	\$625,000	—	Demonstrated community benefit but premature for investment in a competitive round with limited resources due to limited path to funding.
<b>TOTAL</b>			<b>\$2,340,625</b>	—	

Ms. Easterly Martey noted for the Board of Directors that the application from the Portsmouth Housing Authority was one of three housing applications received in this round. She noted the other two applications were unable to be funded due to the lack of other secured funding sources or a articulated path to funding. Ms. Easterly Martey also noted two projects were funded 50% of the requested amount as a result of limited resources in the competitive round and demonstrated capacity to be successful in the second year of their efforts without tax credit resources.. Ms. Easterly Martey called for further questions or comments. None were offered; she called for a motion.

#### **Motion – 11:30 AM**

Mr. Bartlett moved to approve the slate of FY26-27 Tax Credit applications, as presented with the staff recommended funding amounts. Ms. Harrington seconded and the motion passed with six yeas; there were two recusals.



**Ms. Fitzpatrick returned to the table.**

Ms. Easterly Martey stated she would review the Community Economic Development (CED) Capacity Building applications received in this round. She noted that at the March 11<sup>th</sup>, 2025, Board of Directors meeting, Directors reviewed a complete slate of CED applications and disclosed any conflicts of interest. Ms. Easterly Martey confirmed that Ms. Lorentz disclosed a conflict of interest with an applicant in this round. Mr. Gaetjens-Oleson added that Ms. Easterly Martey has a conflict with one of the applicants in the CED round. The CED Capacity Building Review Committee reviewed the applications independently and conducted a blind review for the final recommendations presented to IRC. Ms. Lorentz and Ms. Easterly Martey stepped away from the table.

A slate of applications recommended for funding was presented to the Board of Directors.

PROJECTS RECOMMENDED FOR FUNDING				
ORGANIZATION	PROJECT NAME	LOCATION	REQUEST	REC.
<b>Eastern Monadnock Housing Security Coalition (Dublin Community Church fiscal sponsor)</b>	Capacity Building for Eastern Monadnock Housing Security Coalition	Peterborough	\$150,000	\$150,000.
<b>Granite United Way (fiscal sponsor)</b>	Building Capacity to End Homelessness in Concord	Concord	\$150,000	\$150,000
<b>Granite United Way (fiscal sponsor)</b>	Home for All Coalition	Seacoast	\$150,000	\$150,000
<b>Greater Nashua Habitat for Humanity, Inc.</b>	Greater Nashua Habitat for Humanity Home Repairs	Hollis	\$150,000	\$150,000
<b>New Hampshire Art Association</b>	NHAA Artist Capacity Initiative	Statewide	\$150,000	\$150,000
<b>North Country Education Services Agency</b>	Solving the Childcare Crisis in the North Country - Phase 2	Coös and Grafton Counties	\$150,000	\$150,000
<b>Queen City Bicycle Collective</b>	QC Bike - Strategic Plan 2025/2026	Manchester	\$132,187.04	\$1133,000
<b>Second Start</b>	Human Resources Director	Concord	\$150,000.00	\$150,000
<b>The Home Possible Project</b>	The Home Possible Project	Gilford	\$150,000.00	\$150,000
<b>TOTAL</b>			<b>\$1,332,187.04</b>	<b>\$1,333,000</b>



CED Applications not recommended for funding included the following:

PROJECTS NOT RECOMMENDED FOR FUNDING				
ORGANIZATION	PROJECT NAME	LOCATION	REQUEST	REC.
<b>Connections Peer Support Center</b>	Capacity Building for Expansion	Northwood	\$150,000	—
<b>County of Sullivan NH</b>	Growing for Greater Impact	Newport	\$150,000	—
<b>Granite State Adaptive</b>	STRIDES Futurity	Wolfeboro	\$150,000	—
<b>Historical Society of Cheshire County</b>	Growing the Historical Society of Cheshire County's Staff to Build Capacity	Keene	\$150,000	—
<b>Keene Downtown Group</b>	KDG 2.0 Building Capacity	Keene	\$150,000	—
<b>NH Businesses for Social Responsibility</b>	Building Brighter Futures: A Collaborative Stakeholder Project	Statewide	\$150,000	—
<b>Public Health Council of the Upper Valley</b>	To Establish a Health Equity Program	Lebanon	\$150,000	—
<b>Resist, Inc.</b>	MCAC Community Engagement Space	Manchester	\$150,000	—
<b>Safari Youth Club</b>	Safari Youth Club Child Care Program	Manchester	\$150,000	—
<b>Salem Family Resources</b>	Building Capacity to Better Help Families Thrive	Salem	\$150,000	—
<b>Sereno, Inc.</b>	NH Economic Development & Housing Plan	Dover	\$150,000	—
<b>The Aplomb Project</b>	Creative Cafe + Healing Arts Gallery	Dover	\$149,927.50	—
<b>The Center at Orchard Hill</b>	The Center at Orchard Hill Leadership	Alstead	\$150,000	—
<b>Winchester Economic Development Corporation</b>	SMBP Childcare Initiative Pilot Program	Winchester	\$150,000	—
<b>TOTAL</b>			<b>\$2,099,927.50</b>	<b>—</b>

#### Motion – 11:38 AM

Ms. Harrington moved to approve the slate of CED Tax Credit applications as presented with the staff recommended funding amounts. Ms. Fitzpatrick seconded and the motion passed with seven (7) yeas and one (1) refusal.

**Ms. Lorentz returned to the table.**

#### G. FY26 CDFA Budget – 11:39 AM

Ms. Fitzpatrick presented the proposed FY26 budget, as approved by CDFA's Finance Committee, to the Board of Directors. She thanked Mr. Ian Hart and Ms. Kim Pacocha for their commitment to the process and their support of the Finance Committee. Ms. Fitzpatrick noted there are three primary themes in the budget, and they are:

1. Resilience during uncertainty;
2. Finishing strong with programs that are concluding; and
3. Business continuity.



The Board of Directors expressed their appreciation to the Finance Committee and staff. It was noted there had been significant, thoughtful engagement around the budget at previous Committee and Board meetings. There were no questions or comments offered. Mr. Gaetjens-Oleson called for a motion.

#### **Motion – 11:40 AM**

Mr. Bartlett moved to approve the FY26 CDFA Budget, as presented. Mr. Morrison seconded and the motion carried by a unanimous vote of the Board.

#### **H. CDBG Economic Development Application – 11:41 AM**

Mr. Morrison stated he will recuse from review of this application as he is an employee of one of the subrecipients.

Mr. Morrison stepped away from the table.

Mr. Gaetjens-Oleson presented an economic development application from the County of Grafton, on behalf of the New Hampshire Alliance of Regional Development Corporations/Business Technical Assistance Program. He noted this application was approved by CDFA's Community Development Advisory Committee. Grafton County is seeking \$269,000 to provide technical assistance to New Hampshire businesses. Eligible activities include:

- Establishing and managing a budget for the business;
- Helping the business to prepare a loan request;
- Marketing or development of a marketing plan;
- Developing signage, marketing materials or a logo; and/or
- Creating a plan to provide, or partner to provide, workforce training and development.

Along with the administrative cost of \$18,000, the project would divide \$171,000 equally among the nine (9) RDCs (\$19,000 per RDC) and make available an additional \$80,000 on a competitive basis to be used for outside consultant support to businesses – services that are beyond the scope or expertise of RDC staff.

Mr. Gaetjens-Oleson called for any questions or comments. None were offered. He called for a motion.

#### **Motion – 11:43 AM**

Ms. Lorentz moved to approve the application, as recommended and with all staff recommended conditions and as approved by the Community Development Advisory Committee. Mr. Tourigny seconded, and the motion passed with seven (7) yeas and one (1) recusal.

Mr. Morrison returned to the table.

#### **I. Low-and-moderate Income Solar Program – 11:43 AM**

Mr. Maslansky noted there are two applications for review. He noted they are listed on the agenda under CDBG Action Items but should not be considered as such. He asked whether the agenda should be amended to address this correction. The Board agreed the minutes shall reflect that the Low-and-moderate Income Solar Program applications are not part of the CDBG funding.

Mr. Tourigny recused himself because of his role as a staff member of one of the organizations being considered for funding. Mr. Bartlett and Mr. Rayno noted each of their employers are considering financing packages for these projects; they stated they would recuse from discussion and action. Mr. Tourigny, Mr. Rayno, and Mr. Bartlett stepped away from the table.

Mr. Gaetjens-Oleson stated CDFA's Community Development Advisory Committee met on June 5<sup>th</sup>, 2025, at which time the Committee reviewed and consider a total of two (2) applications submitted for funding. He noted both projects were recommended for funding. He summarized the application round for the Board.

**Manchester Neighborhood Housing Services, Inc. dba Neighborworks Southern New Hampshire – Community Solar – \$150,000**

Grant resources will support the construction of a 160kW rooftop solar array as part of the construction of a 125-unit affordable housing development in Manchester. The solar project will benefit 100% LMI housing units and the estimated savings of \$31,680 in annual avoided electric costs will be used to provide free financial literacy programs and services to tenants. Mr. Gaetjens-Oleson called for questions or comments. None were offered. He called for a motion.

**Motion – 11:45 AM**

Ms. Lorentz moved to approve the Low-and-moderate Income Solar Program grant to Neighborworks Southern New Hampshire, with all staff recommended conditions, and as approved by the Community Development Advisory Committee. Ms. Fitzpatrick seconded, and the motion passed with four (4) yea votes and three (3) recusals.

**Mr. Tourigny, Mr. Rayno, and Mr. Bartlett returned to the table.**

**Avesta River Turn II – \$76,639**

Grant resources will be used to install a 65.1 kW PV solar array on the roof of the River Turn II property, a 40-unit Passive House, Multifamily, affordable housing property currently under development in Conway, NH. The array will generate 77,862 kWh per year in electricity providing approximately 32.4% of the project building's electricity use. Savings from avoided electric costs will be reserved for capital improvements. Mr. Gaetjens-Oleson called for questions or comments. None were offered. He called for a motion.

**Motion – 11:49 AM**

Ms. Lorentz moved to approve the Low-and-moderate Income Solar Program grant to Avesta River Turn II, with all staff recommended conditions, and as approved by the Community Development Advisory Committee. Mr. Rayno seconded, and the motion carried by a unanimous vote of the Board.

**J. Executive Director Update – 11:42 AM**

Ms. Easterly Martey provided a brief update to the Board, noting:

- All Directors are invited to attend the Tax Credit Award Ceremony, scheduled for Tuesday, June 17<sup>th</sup>, 2025 at the Bridges House in Concord.
- Tax Credit applicants will be informed of funding decisions on Wednesday, June 11<sup>th</sup> by staff and consultants. Applicants are requested to keep funding decisions under embargo until the Tax Credit award ceremony.
- Ms. Fitzpatrick offered to provide opening remarks at the ceremony.

**K. Executive Director Review – 11:51 AM**

Mr. Gaetjens-Oleson stated the Board of Directors would enter nonpublic session to complete the annual performance review for the Executive Director, Ms. Easterly Martey. Mr. Gaetjens-Oleson cited the RSA to authorize nonpublic session:

**RSA 91-A:3, Paragraph II.**

**Section (a):** dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted

Mr. Gaetjens-Oleson requested a motion.



### **Motion – 11:51 AM**

Mr. Tourigny moved for the Board of Directors to enter into nonpublic session. Ms. Lorentz seconded. Mr. Gaetjens-Oleson conducted a roll call vote:

- Mr. Gaetjens-Oleson      Yes
- Ms. Fitzpatrick          Yes
- Mr. Tourigny              Yes
- Ms. Lorentz                Yes
- Mr. Morrison              Yes
- Mr. Bartlett                Yes
- Ms. Harrington            Yes
- Mr. Rayno                  Yes

The Board exited nonpublic session.

### **L. Adjourn – 12:10 PM**

Mr. Bartlett moved to adjourn the meeting. Mr. Morrison seconded, and the motion carried by a unanimous vote of the Board of Directors.

Respectfully submitted,



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Maureen Quinn, Board Relations Manager



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Benjamin Gaetjens-Oleson, Board Chair