

BAINBRIDGE DEVELOPMENT CORPORATION  
BOARD MEETING - PUBLIC SESSION  
MAY 18, 2015 5:30PM  
PORT DEPOSIT TOWN HALL

MINUTES

Public Meeting was called to order at 5:40 pm by Chair Pugh.

ATTENDEES:

Board of Directors: Mike Pugh, Chick Hamm, Joe Brant, Mario Gangemi, Martha Barchowsky

Staff: Donna Tapley, Toni Lozzi

Ex-Oficio: Jane Roger

Others: Mary Ann Lisanti

Absent: Lisa Webb, Cynthia Rossetti, Harry Lenderman, Barry Gray, Tari Moore, Bob Brennan, Wayne Tome, Michael Day

AGENDA APPROVAL

*Motion to approve the agenda was made by Director Gangemi seconded by Director Brant . Motion unanimously approved.*

ANNOUNCEMENTS:

TREASURERS REPORT:

As of the end of April 2015, BDC stands with a liquidity of roughly \$516,609 spread over 2 CD's, 1 Money Market Account and our operating account. All fund are FDIC insured or secured. We are current on all accounts payable. Revenue through 10 months is roughly \$335,000 with our expenses around \$267,000 giving a surplus of \$69,000. We are very consistent with our budget and have been tracking the budget closely throughout the year. We will begin to prepare for our audit in June.

*Motion to accept the Treasurers report was made by Director Gangemi, seconded by Director Brant. Motion unanimously approved.*

APPROVAL OF MINUTES:

January 2015 Minutes

*Motion to approve of January 2015 minutes was made by Director Gangemi, seconded by Director Brant . Motion unanimously approved.*

## REPORTS:

### Executive Director Report:

- April 27 the BDC hosted the delegation for a tour and an interactive discussion. We had members from the County, Town, and Congressional Offices. This was to emphasize how those parties could assist the BDC with specific issues and the role they all play.
- May 11 the BDC hosted the Sustainable Growth Commission meeting at the Donaldson Brown Center. This included members from all state agencies including DBED, DNR, MDE, DHCD, MDOT and MDP just to name a few, with representation also from private businesses and non-profit organizations. BDC provided a brief on Bainbridge, how the state agencies could assist the BDC in hurdles with development and tied it to the mission of the SGC.
- BDC has been working with the County, DBED and MTPM on prospects. Several are interested. Meetings have been held with Tangent Solar and Majestic Realty. MR expressed an interest in development the entire property and when asking MTPM about their development strategy MTPM responded that their goal is to get development moving. Lisa is working closely with the BDC and Ken has hired a marketing coordinator to help define what assets they can best tout about the property. We are working with the State and the County on how to best showcase Bainbridge.
- The Navy 5 Year Review draft came last week. The Navy continues to say that the Institutional Controls are the answer so all of the environmental issues on the property. Those controls include monitoring groundwater and methane, restricted access signs, etc. It was recommended that we continue with those ICs. When BDC took the property, all of those standards for GW and Methane were supposed to have been met in 2005, they have not been met and the Navy continues to stay on the stance that they are still in compliance with federal regulations to have monitoring done. It was never expected by the BDC to have this responsibility or cost. We have sent the report to Colleen and APEX and are preparing a response to the Navy (to go through Matt Fader) and it will hit on the issue of not having compliance of the agreement.

### Tome School and Property Maintenance Update:

- The first mowing of the year was completed.
- We have conducted a property tour along 276 and identified the holes that need to be fixed in the fencing. To date we have fixed 48 holes along 276, 222 and at Tome School for an average cost of \$61 per hole.
- The new property signs have been ordered and because we ordered numerous signs, and they were an easy production

design, we received a discount from the original quote. It cost us roughly \$125 less than expected. Once the Hake Riggs changes are approved and the fencing is moved, the new signs will be hung.

- Deputy Chapman has provided information on the lock boxes for the cameras and I have met with AT&T to get costs for having the service to make cameras live feed. We will discuss the additional costs with the TSPM committee and have them make a decision on those items.
- BDC community list has been updated and we have promoted the monthly tours we will be holding. A fair amount have contacted already and registered for the May 23 tour.
- There are no further updates on the Memorial Hall Investigation.
- The Bond Bill packet was finalized and sent.
- USDA approved our reimbursement request for the past project costs totaling roughly \$17,000.
- There has been no word on the MHAA grant application.

OLD BUSINESS: NONE

NEW BUSINESS:

FY16 Budget:

We have provided the Board and the public a copy of the proposed budget. Comparing the past 3 years, we are very close to where we usually are with removing the contingency. Each category is detailed and broken down. This is a conservative budget with not fluff except for the contingency. It is important to note that in developing the budget, we want to ensure that our expenditures do not exceed our revenues. Director Hamm asked to keep Tome costs out of the budget and if we decide to do any work at Tome then we can evaluate the cost at that time. In June, we will need to vote to remote the \$50,000 restricted funds from Tome School and it be unrestricted operating funds. The budget does not include revenues from the grants or the Hake Riggs. The Board recommended that we do add in the Bond Bill funds and then also add the Tome expenses associated with that to cancel out the revenue. Budget will be revised and posted online for public to review again. If there is no reason to hold a June meeting, the Board can vote to pass the budget electronically.

Hake Riggs Update:

A reminder to the Board that we have an agreement with Barnhart Crane for a short term lease of the property. They will be using one side of the parking lot down by 222 for staging. Their estimated start date is July 1, 2015. They are paying the BDC \$15,000 as a lease fee. WE are arranging

gate improvements as part of the agreement, which are expected to be made in June.

**Bainbridge Museum:**

Executive Director Tapley had a meeting with the Bainbridge Museum board in April to discuss issues that affect the Bainbridge Property. They want to reaffirm the board's commitment of the Museum having a presence on the Bainbridge Property down the road. In the past the Board has made commitments but has never discussed details including size or what exactly they are interested in. The lease for their space at the bank is up in February and the owners of the bank would like to sell the property. The Museum has the opportunity to purchase the building but they do not want the responsibility of the building. The idea of having the Town own the building and lease it to the Museum was mentioned. Keeping the building in use for the Town fits nicely with the area designations like the LSHG, Historic Area and Sustainable Communities. We have made Ken aware about it and are looking into other spaces available in town. The Museum needs help and momentum to fundraise if that is their desired path.

**COMMENTS/QUESTIONS:**

Mary Ann Lisanti: Noted a tax credit that may be available for the BDC to use in development purposes, being forwarded to Donna and Toni. She also noted that she is appreciative of the wonderful relationship she has in working with Donna and Toni and wanted to commend them for all of their work and recognize that to the Board.

*Motion to adjourn was made by Director Gangemi and seconded by Director Brant. Motion unanimously approved.*

*Meeting adjourned at 6:23 PM.*

*Recorded by: tlozzi*

Next Meeting  
TBD