



166 Boulder Drive, Suite 104 East

Fitchburg, MA 01420

ANNUAL MEETING MINUTES

Tuesday January 21, 2020
Fitchburg Redevelopment Authority
166 Boulder Drive, Suite 104, Fitchburg, Massachusetts

MEMBERS PRESENT: Thomas Donnelly, Chairman
Charles Caron, Vice Chairman
George Leonhardt, Member
Jay Roy, Member

OTHERS PRESENT: Meagen Donoghue, Executive Director
Tom Szocik, Facilities Consultant
Jen Zumwalt, Consultant

1. CALL TO ORDER

Chairman Thomas Donnelly called the annual meeting to order at 7:30 a.m.

2. NOMINATION AND ELECTION OF OFFICERS

Chairman Thomas Donnelly opened the meeting for nominations of new officers for 2019. Chairman Thomas Donnelly asked if there were any further nominations to be heard. The following

There being none, the Chairman closed the nomination period and asked for a vote of the members concerning the slate of officers.

Mr. Caron motioned to elect the following to serve as officers for 2020: Thomas Donnelly as Chairman, Jay Roy of Vice Chairman, and Charles Caron to serve as Treasurer. Seconded by Mr. Roy. The motion carried by 4-0 vote.

3. APPROVAL OF ANNUAL REPORT

Ms. Donoghue presented the 2019 Annual Report for the approval from the Board.

Mr. Leonhardt motion to approve the 2019 Annual Report. Seconded by Mr. Roy. The motion carried by 4-0 vote.

4. REVIEW OF BUDGET

Ms. Donoghue and Ms. Zumwalt presented and discussed the 2020 budget.

Mr. Caron motion to approve the 2020 Budget.. Seconded by Mr. Roy. The motion carried by 4-0 vote.

5. REVIEW FO FRA MEETING DATE CALENDAR

Ms. Donoghue presented the 2020 FRA Meeting Date Calendar. Mr. Leonhardt suggested taking the month of August off.

Mr. Caron motion to approve the 2020 Meeting Date Calendar. Seconded by Mr. Roy. The motion carried by 4-0 vote.

6. DISCUSSION OF SALARIES

The Board discussed staff salaries.

Mr. Caron motioned to approve a staff salaries for 2020. Seconded by Mr. Roy. The motion carried by 4-0 vote.

7. ADJOURNMENT

Mr. Caron seconded by Mr. Roy made a motion, to adjourn the annual meeting at 8:50 am. The motion carried by 4-0 vote.

Respectfully submitted,

Meagen P. Donoghue
Executive Director