



FITCHBURG REDEVELOPMENT AUTHORITY  
renewing • revitalizing • rebuilding

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# ANNUAL MEETING MEETING MINUTES

February 25, 2026  
Fitchburg Redevelopment Authority Office  
166 Boulder Drive, Suite 104 East, Fitchburg, Massachusetts

*Meeting held in person and via Zoom*

**MEMBERS PRESENT:** Charles Caron, Chair  
Jay Roy, Vice Chair  
Laura O’Kane, Member  
Maribel Cruz, Member

**OTHERS PRESENT:** Jeff Aveni, FRA Attorney  
Samantha Squalia, Mayor, City of Fitchburg  
Brian Lipomi, Owner, Letz Rage  
Meagen Donoghue, Executive Director, FRA  
Robert Hasche, Facilities Manager, FRA  
Sarah Stebulis, Business Administrator, FRA

## 1. MEETING CALL TO ORDER

Chairman Caron called meeting to order at 8:28 a.m.

## 2. GENERAL BUSINESS

### A. Election of Officers

1. Nominate and vote on Chair, Vice Chair, and Treasurer

Mr. Bowen motioned to nominate himself for Chair of the Fitchburg Redevelopment Authority. Seconded by Ms. Cruz. Motion carried by a 4-0 vote.

Mr. Bowen motioned to nominate Charles Caron for Vice Chair of the Fitchburg Redevelopment Authority. Seconded by Ms. Cruz. Motion carried by a 4-0 vote.

Mr. Bowen motioned to nominate Maribel Cruz for Treasurer of the Fitchburg Redevelopment Authority. Seconded by Ms. Cruz. Motion carried by a 4-0 vote.

**B. 2025 Annual Report**

1. Discussion and Approval

Mr. Bowen motioned to approve the 2025 Annual Report as presented. Seconded by Mr. Roy. Motion carried by 4-0 vote.

**C. 2025 Budget**

1. Discussion and Approval of the FRA Budget

Ms. Stebulis gave an overview of the proposed annual budget, adding that there are many variables at play including building maintenance, property disposition, and lease renewals which could change the bottom line.

Mr. Roy motioned to approve the 2025 Annual Budget as presented. Seconded by Ms. Cruz. Motion carried by 4-0 vote.

**D. Staff Reviews**

Staff reviews and salaries were discussed. While the Board agreed that the staff works well together and efficiently, they determined that given the financial uncertainty of FY2026, no raises would be allocated this year.

**3. ADJOURNMENT**

Mr. Bowen motioned to adjourn the Regular Annual Board meeting at 8:52 a.m. and return to the Regular Board Meeting. Seconded by Ms. Cruz. Motion carried 4-0.

**NEXT MEETING SCHEDULED:** March 18, 2026

Respectfully submitted,

Sarah U. Stebulis  
Business Administrator