

CENTER AT TRIANGLE PARK, INC.
BOARD OF DIRECTORS
Minutes of May 20, 2022

BOARD OF DIRECTORS PARTICIPATING:

Dean, Russell, Town Manager, Exeter, <i>Chair</i>	Hilchey, Susan, Director of HR, SAU #25
Stacey, Cathy Ann, Reg of Deeds, Rockingham Cnty, <i>Vice Chair</i>	Rapp, Brian, Captain, Claremont Fire Dept
Beaudin, K. Jeanne, Town Admin, Belmont	Rossner, Daniel, Bus Admin, SAU #48
Clark, Michelle, Bus Admin, SAU #66	Sheing, Jill, HR/Payroll Coord, Strafford Cnty
Dunn, Scott, Town Admin, Gilford	

BOARD MEMBERS UNABLE TO PARTICIPATE:

Steel, Adam, Superintendent, SAU #39	Trahan, Sarah, Teacher, Winnacunnet H. Sch
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OTHERS PRESENT:

Herrick, Jeanne, HealthTrust General Counsel	Parker, Wendy, Secretary
Keith, Shane, HealthTrust Enrollment Rep	Thompson, Jennifer, HealthTrust Risk & Control Off
Olson, Barbara, HealthTrust Executive Assistant	Tsiopras, George, HealthTrust Chief Financial Officer

Russell Dean opened the meeting at 9:01 a.m.

Minutes of the March 15, 2022 CTP Board of Directors Meeting

Russell Dean asked if Board members had reviewed the minutes and did they have any revisions. None were made.

MOTION by Cathy Ann Stacey, seconded by K. Jeanne Beaudin, to accept the minutes of the March 15, 2022 Center at Triangle Park, Inc. (CTP) Board of Directors meeting.

MOTION passed unanimously.

Financials FY2022 Year-to-Date through March 31, 2022

George Tsiopras reviewed the FY2022 year-to-date financials through March 31, 2022, in detail. He offered to answer any questions. A brief discussion ensued.

MOTION by Michelle Clark, seconded by Brian Rapp, to accept the FY2022 Year-to-Date financials through March 31, 2022, as presented.

MOTION passed unanimously.

FY2022 Budget Request – Building & Grounds Maintenance

George Tsiopras reviewed the proposed recommendation to preserve the Capital Reserve Account for future unanticipated requirements and price increases, by granting authority to staff to exceed the Building and Grounds Maintenance budget line by \$43K to cover the cost for painting of interior spaces. The action would preserve funding in the Capital Reserve account to cover future uncertainties including the current inflation in materials costs and services. Discussion ensued.

MOTION by Daniel Rossner, seconded by Michelle Clark, to authorize staff to exceed the Building and Grounds Maintenance budget line by \$43K to cover cost for painting of interior spaces.

MOTION passed unanimously.

Status of Pembroke Road Property Sale

Wendy Parker, Secretary for CTP, informed the Board that sale of the property on Pembroke Road closed on April 28, 2022, and the net proceeds from the sale (\$158,944.55) have been received and deposited.

Building Maintenance Update

George Tsiopras notified the Board that interior painting is ongoing and that the next project will be carpeting of the spaces. He anticipates that to be completed in the first half of FY2023. He also noted that it has been difficult getting quotes for siding work that needs to be done on the exterior of building.

Rental Space at CTP

George Tsiopras reported that the State of NH and CTP have come to an agreement regarding leasing space at CTP and that will occur once FEMA's lease runs out in November 2022. The State would not occupy as much square footage as FEMA, and the State would enter into a five year lease agreement. Mr. Tsiopras also notified the Board that the NH Association of School Principals (NHASP) will not be renewing their lease ending in June of 2023, as they do not need such a large space. Mr. Tsiopras will begin work with the realtor to market the space NHASP currently leases.

Other Business

There was no additional business to discuss.

MOTION by Scott Dunn, seconded by Michelle Clark, to adjourn the meeting.

MOTION passed unanimously at 9:15 a.m.

Respectfully submitted,



Barbara Olson, Executive Assistant