

**CENTER AT TRIANGLE PARK, INC.**  
**BOARD OF DIRECTORS**  
**Minutes of March 28, 2023**

**BOARD OF DIRECTORS PARTICIPATING:**

Dean, Russell, Town Manager, Exeter , <i>Chair</i>	Ford, Duane, Bus Admin, SAU #67
Stacey, Cathy Ann, Reg of Deeds, Rockingham Cnty, <i>Vice Chair</i>	Hilchey, Susan, Director of HR, SAU #25
Clark, Michelle, Bus Admin, SAU #66	Rossner, Daniel, Bus Admin, SAU #48
Codling, Brigitte, Town Manager, Haverhill ( <i>virtual</i> )	Sheing, Jill, HR/Payroll Coord, Strafford Cnty
Dunn, Scott, Town Admin, Gilford,	Trahan, Sarah, Teacher, Winnacunnet H. Sch

**BOARD MEMBERS UNABLE TO PARTICIPATE:**

Rapp, Brian, Deputy Chief, Claremont Fire Dept	
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**STAFF PARTICIPATING:**

DeRoche, Scott, MES Manager	Saucier, Pamela Executive Assistant
Herrick, Jeanne, General Counsel	Tsiopras, George, Chief Financial Officer
Parker, Wendy, Executive Director	

Russell Dean opened the meeting at 9:07 a.m. He noted that Brigitte Codling is participating remotely and all votes will be by roll call. Chair Dean asked Ms. Codling if it was not reasonably practical for her to attend in-person and if there was anyone with her. She responded that it was not practical and there was no one in the room with her.

**Minutes of the February 2, 2023 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 Sarah Trahan, to accept the minutes of the February 2, 2023 Center at Triangle Park (CTP) Board of Directors meeting.

**Roll Call Vote**

Clark, Michelle	Ab	Dunn, Scott	Y	Sheing, Jill	Y
Codling, Brigitte	Y	Ford, Duane	Ab	Stacey, Cathy Ann	Y
Dean, Russell	Y	Rossner, Daniel	Y	Trahan, Sarah	Y

**MOTION** carried.

*Susan Hilchey arrived at 9:09a.m.*

**Financials FY2023 Year-to-Date through February 2023**

Chair Russell Dean invited George Tsiopras to review the FY2023 year-to-date financials. Mr. Tsiopras reviewed the FY2023 year-to-date financials through February 2023, in detail. He offered to answer any questions. Discussion and questions ensued.

**MOTION** by Daniel Rossner, seconded by Scott Dunn, to accept the FY2023 Year-to-Date financials through February 2023, as presented, with appreciation.

Roll Call Vote

Clark, Michelle	Y	Dunn, Scott	Y	Sheing, Jill	Y
Codling, Brigitte	Y	Ford, Duane	Y	Stacey, Cathy Ann	Y
Dean, Russell	Y	Rossner, Daniel	Y	Trahan, Sarah	Y

**MOTION** carried.

**Review & Approval of Proposed FY2024 Budget**

George Tsiopras reviewed the proposed FY2024 CTP budget, in detail. He offered to answer any questions. Chair Russell Dean asked Mr. Tsiopras to go into detail on electric rates and increased costs associated with building operations. Discussion ensued.

**MOTION** by Michelle Clark, seconded by Cathy Ann Stacy, to adopt the proposed FY2024 budget, as presented, with gratitude.

Roll Call Vote

Clark, Michelle	Y	Dunn, Scott	Y	Rossner, Daniel	Y	Trahan, Sarah	Y
Codling, Brigitte	Y	Ford, Duane	Y	Sheing, Jill	Y		
Dean, Russell	Y	Hilchey, Susan	Ab	Stacey, Cathy Ann	Y		

**MOTION** carried.

**Facility Management Report**

George Tsiopras reported that there has been no activity related to the rental of the 3,900 square feet of vacant space on the first floor of the CTP facility. He also noted that the NH Association of School Principals has provided written notice that they will not be renewing their lease, which expires June 30, 2023. Questions and discussion ensued.

**Other Business**

There was no additional business to discuss.

**MOTION** by Cathy Ann Stacey, seconded by Sarah Trahan, to adjourn the meeting.

Clark, Michelle	Y	Dunn, Scott	Y	Rossner, Daniel	Y	Trahan, Sarah	Y
Codling, Brigitte	Y	Ford, Duane	Y	Sheing, Jill	Y		
Dean, Russell	Y	Hilchey, Susan	Y	Stacey, Cathy Ann	Y		

**MOTION** passed unanimously at 9:25 a.m.

Respectfully submitted,



Pamela Saucier, HealthTrust Executive Assistant