



**Board of Directors Meeting Minutes**  
**Sea Crest Beach Hotel – Ocean View Room**  
**350 Quaker Road, North Falmouth, MA 02556**  
**October 09, 2019**  
**5:15 PM**

**I. Call to Order – Information Only**

While waiting for a quorum, Mr. Furnari called an information-only session beginning at 5:18 PM.

**II. Old Business**

**a. Transportation**

• Invoicing

Mr. Hilton updated the Board regarding the status for FY20 invoicing to districts. He noted that, with the assistance of Mr. Erikson, operations have been increasingly streamlined. He also noted that, as the Collaborative continues to recruit and train drivers, Ms. Stobbart, Ms. Raneo, and Mr. Erikson have continued to put in long working hours, often nearing (or exceeding) seventy (70) hours per week. He explained that there would be a vote called in Open Session recommending a change to using a product called “Zonar” for GPS-tracking, vehicle checks and monitoring hours. Mr. Hilton noted the Collaborative will continue to discuss the development of “standard” hours for drivers, working toward a standard 6-hour work day, inclusive of some field trips.

• Reconciliation

Mr. Hilton shared the status of the reconciliation of costs and revenues projected for FY19 & FY20.

**b. FY2019 Closeout – Update**

Mr. Hilton noted that, although the *audited financial statements* continue to be refined, it appears that the Collaborative finished FY19 solidly in the black. He explained that this was due, in part, to the extraordinary efforts and long hours put in by transportation and program staff (and administration). Mr. Hilton noted that the audit would be presented to the Board for review in November and for a vote in December. He explained that the “allocation” of “non-annualized expenses” that have already been voted or may be considered by the Board will be reviewed and discussed.

These items include:

- \$ 60,000 – Playground Fund (voted October 2018)  
The playground at the Osterville Elementary School has been removed by the DPW. The Collaborative will seek funds to build a new, accessible playground.
- Consideration at Future Meeting
  - \$210,000 – Transportation Incentive Fund  
The Board voted to award the “new driver incentive” to all current drivers during this initial year. The Collaborative may set aside funds so that it will not impact the (annual) budget moving forward for FY20 & FY21).
  - \$ 80,000 – Bridgewater State University Cohort Funding (2020-2022)  
Mr. Hilton explained that the Collaborative has continued to explore the formation of a cohort for 2020-2022. He explained that the 2017 cohort consisted of thirteen (13) Collaborative staff with six (6) staff from member districts. Dr. Woods noted cohort members participated in eight (8) classes necessary to become eligible for provisional teaching certification in moderate or severe special needs. She explained that four (4) of the Collaborative staff that had participated are currently in teaching positions at the Collaborative.  
Dr. Woods and Mr. Hilton indicated that there are currently eight (8) to ten (10) Collaborative staff members who would be eligible to participate in a new cohort. Mr. Hilton noted that any remaining openings in the cohort/class would be made available to member districts (with a sharing of the costs).  
Ms. Enochty asked if MTEL prep assistance was available to cohort members. Dr. Woods noted that MTEL prep assistance often requires travel to Cambridge, and that classes have been found to be expensive. Ms. Enochty noted there are few programs available on the east coast and suggested that a conversation with higher education regarding this issue might be productive.

**c. Waypoint Relocation – Planning Options**

Mr. Hilton updated the Board regarding the exploration of the relocation of Waypoint Academy.

He explained that the Collaborative has continued to use approximately twenty-one (21) rooms within the Henry T Wing School in Sandwich, as well as sharing the use of the library, cafeteria, kitchen, gymnasium and fields.

He noted that the Collaborative maintains a lease through the 2019-2020 School Year and will continue to discuss the opportunity to develop the property with the Collaborative continuing to utilize a portion as a school. Mr. Hilton again reviewed options for the long term relocation of the Waypoint Academy program with the Board.

It was recommended that further discussion and decisions regarding the pursuit of any individual option occur in Executive Session to protect the “strategy” of the Board in potential real estate (or leasing) negotiations.

- ***Henry T Wing School – Sandwich***

The Board of Selectmen and the School Committee voted to enter into a 3-year lease with the Collaborative through 2020.

The Town of Sandwich, through its Town Meeting, elected to solicit proposals for the development of the property with several restrictions placed upon it. Two proposals were received, one from the Collaborative. These proposals were to have been considered by the Town Meeting in October 2019, but consideration of the proposals by Town Meeting has been postponed.

Mr. Hilton noted that the Collaborative will be meeting with Town of Sandwich representatives this month to discuss short-term planning options.

Mr. Schumacher asked what the Collaborative’s proposal entails. Mr. Hilton indicated the Collaborative has asked for an additional 3 years at half of the current rate, but with increased responsibility for the buildings. He explained that the Collaborative has been communicating with the town planner and the town administrator. Mr. Hilton noted the other proposal offered the town \$1.2 million for the building but asked for more than \$2 million in community preservation funds in return.

Mr. Schumacher asked if the Cotuit school building would be a possibility. Mr. Hilton thought it would likely be too small, and the location would add additional travel time for both students and staff. The school committee recently sought to turn the Cotuit school over to the town of Barnstable

- ***Upper Cape Cod Regional Technical School (Rear of Property)***

A study of this site had been conducted two years ago. Mr. Hilton explained that he had asked the Upper Cape Cod Regional Technical School - School Committee to consider allowing the Collaborative to build on their campus.

- ***YMCA, Camp Burgess & Hayward***

Mr. Hilton discussed options for potential development of a campus for Waypoint Academy within the grounds of Camp Burgess and/or Camp Hayward in Sandwich.

#### **d. Osterville Playground**

#### **Discussion**

Mr. Hilton updated the Board regarding replacement of the playground at the Osterville Campus (STAR Program). He explained that the cost has been estimated at \$300,000. He noted that the Board had previously voted to provide “seed” money (\$60,000) to elicit grant participation. He also noted that the Cape Cod Challenger

Club has been raising funds to build the playground and is dedicating proceeds from their 2019 calendar raffle towards the building of the playground.

It was recommended that the Facilities SubCommittee meet to discuss the installation of an accessible playground.

### **III. New Business**

#### **a. All-Cape In-Service**

Dr. Christopher Bogden and Mr. Hilton discussed the planning for the 2019 All-Cape In-Service. Dr. Bogden noted that the 2019 All-Cape In-Service would occur on Friday, October 11, 2019 and that several districts in the region had significant internal activities already planned for that date.

Dr. Bogden indicated that over five hundred and fifty (550) registration were received for the twenty-five (25) whole and half-day workshops offered by regional and national presenters. He noted that, although over thirty reservations were received from island participants, it was probable the forecasted storm would prevent many from being able to participate. Mr. Hilton and Dr. Bogden also discussed the need for sign-language interpreters.

#### **b. Finance SubCommittee**

Mr. Hilton recommended that the Finance SubCommittee be convened within the coming month to advise the entire Board on financial matters that will arise in the coming fiscal year, including but not limited to: the FY19 Audit, the FY20 Spending Plan and Budget revisions, and the Collaborative Treasurer evaluation.

It was recommended that the Finance SubCommittee meet prior to the next Board meeting, November 13, 2019, at 4:15 PM. Mr. Furnari indicated that he would reach out to all Board members to see if anyone was interested in serving on this SubCommittee.

#### **c. Transportation SubCommittee**

Mr. Hilton discussed the need for the assignment and meeting of a "Transportation SubCommittee" to discuss and make recommendations regarding items impacting Collaborative Transportation Services. These items include, but are not limited to:

- Efforts for effective driver recruitment/retention
- Service rate development & associated costs (capital / labor / depreciation)
- "Service delivery" beyond school related trips

### **IV. Cracker Barrel Discussion**

#### **a. Local District Issues**

Mr. Furnari invited Board members to share current concerns and challenges in local educational arena.

Mr. Schumacher noted Nauset has embarked on the formation of a new five-year strategic plan. He also noted the Nauset Regional High School would be renovated if approved at town meeting(s). He noted that the estimated cost is \$160 million, with SBA funding of \$49 million. He explained that the proposed renovations would utilize the existing campus grounds; with no new land being taken.

Mr. Schumacher spoke about the difficulties faced by the district in the retention of half-year language teachers. He explained that current foreign language instruction is offered once per week (@ elementary level) when it would ideally be integrated more often into the schedule. He noted that there has been discussion regarding whether increasing the school day by fifteen minutes would provide time for a more rounded curriculum.

Ms. Enochty noted that expanding the school day can be costly and would involve teacher negotiations. She explained that many districts struggle to balance the need to provide enrichment during the school day within the school schedule.

Mr. Schumacher asked Dr. Woods how the language requirement is handled in Collaborative programs. Dr. Woods noted many districts waive the requirement for students within Collaborative programming. Mr. Hilton noted the Collaborative does have teachers who may teach a foreign language when needed.

Mr. Auciello spoke about challenges faced by the Monomoy Regional School District, where teaching Spanish at the elementary level is now occurring once a week, with time being focused on the provision of STEM instruction per state guidelines.

## V. Call to Order – Open Session

The October 9, 2019 meeting of the Cape Cod Collaborative Board of Directors was called to order at 6:07 PM by Mr. Furnari, Chair. In attendance were:

Falmouth	John Furnari, Chair
Bourne	Maureel Fuller
Brewster	Marie Enochty
Dennis-Yarmouth	Phillip Morris
Mashpee	Don Meyers (non-voting alternate)
Monomoy	Joe Auciello
Orleans	Hank Schumacher
Upper Cape Tech	Robert Fichtenmayer
Wareham	Michael Flaherty
Treasurer	William (Bill) Friel
Secretary	Elizabeth (Beth) Deck

Also in attendance were:

Executive Director	Paul Hilton
Admin & Finance Coordinator	Marc Dupuis
Operations Manager	Anders Erikson
Director of Special Projects	Dr. Christopher Bogden

Director of Special Projects (ASLP)                      Dr. Joseph Gilbert  
Director of Sped Programs                                      Dr. Anita Woods  
Asst. Director of Sped Programs                              Christina Caputo

Mr. Furnari asked for a motion to suspend Provincetown, Truro, Nantucket and Mashpee, noting that Mr. Meyers is here as a non-voting alternate from Mashpee. Mr. Flaherty made a motion to suspend Provincetown, Truro, Nantucket and Mashpee. Mr. Morris seconded the motion.

SO VOTED – UNANIMOUS

## VI. Minutes

### a. September 11, 2019

**VOTE**

Ms. Enochty made a motion that the Board vote to approve the minutes of the September 11, 2019 meeting as written. Mr. Fichtenmayer seconded.

SO VOTED - UNANIMOUS

### b. FY20 Warrants

**VOTES**

- #10                      **VOTE**
- #11                      **VOTE**
- #12                      **VOTE**
- #13                      **VOTE**
- #14                      **VOTE**

Mr. Flaherty made a motion that the Board vote to approve Warrants #10, #11, #12, #13 and #14 as a slate. The motion was seconded by Mr. Fichtenmayer.

SO VOTED – UNANIMOUS

Mr. Flaherty made a motion that the Board vote to approve the slate of Warrants; Mr. Fichtenmayer seconded.

Mr. Schumacher asked for clarification on Warrant #12 regarding the check written to Comtronics. Mr. Hilton said he believed this check was one of a series of recurring payments covering the two-way radio system (antennas, base and bus radios). Mr. Hilton said he would provide the details.

Mr. Schumacher asked for clarification on Warrant #11, a check in the amount of \$1,100 written to a consulting group. Mr. Hilton noted the Collaborative does not have a technology specialist on staff. Instead, the Collaborative has hired various technical consultants to deal with network administration and technical support.

SO VOTED – UNANIMOUS

### c. FY20 Spending Plan

#### • *Updates*

- Recommended spending Plan Revision(s)

Mr. Hilton discussed the process for recommending changes in the mandated budget items (statutory required budget line items) and the

Annual Spending Plan. Mr. Dupuis reviewed revisions associated with the driver incentives and hourly wage increase for all drivers and monitors. Mr. Hilton indicated the existing plan does not include anticipated costs for the implementation of Zonar, which is coming up for a vote later in the agenda.

Mr. Hilton explained that there have been substantial changes associated with changes in remuneration for some Transportation drivers as well as the development of the Route Driver Incentive Program.

He also noted that, although the “Budget” will not need to be considered for a VOTE at this meeting, it would be necessary in a future meeting.

• ***Cafeteria Write-Off Requests***

***VOTE(s)***

Subsequent to a determination that all students in both Collaborative programs are eligible for free breakfast and lunch, Ms. Lipkind has recommended that any outstanding student balances be written off. Ms. Lipkind also recommended that any outstanding balances for terminated staff be written off. Mr. Hilton asked for a vote on these recommendations.

○ STAR Program	\$2,405.00
○ Waypoint Academy	<u>\$1,879.80</u>
<b>Total Write-Off</b>	<b>\$4,284.80</b>

Mr. Morris made a motion that the Board vote to write off student and staff lunch debt as recommended. Mr. Fichtenmayer seconded the motion. Mr. Flaherty asked whether all students are now eligible for free meals, but were not eligible before. Mr. Hilton noted the eligibility for all students occurred for this 2019-2020 school year.

SO VOTED – UNANIMOUS

• ***Authorization to enter into Contract for Fleet Management System (ZONAR)***

***VOTE***

Ms. Lipkind recommended a contract be awarded based on the vote from last April’s meeting to solicit quotes. Ms. Lipkind’s explanation indicated that all proposals that had been received were rejected due to being found “unresponsive” to the Request for Proposal.

The explanation noted that there is/was a contract for services in place through a national purchasing consortium (PEPPM) that allowed for the Collaborative to negotiate with this vendor according to the specifications of the consortium.

A Board vote in April supported the Collaborative entering into a contract up to \$200,000. The pricing from Zonar for the service necessary was \$124,100, inclusive of equipment, installation, and on-site configuration. The proposal also requires monthly fees at \$5,400 (the Collaborative is

currently paying approximately \$3,500 per month for a GPS service currently).

Mr. Erikson explained that the Zonar system will replace the existing GPS system and will tie in with Dossier, the web-based maintenance system. He noted that drivers will have to “scan” in and out, providing start and end times for each shift. He indicated that the Collaborative will work toward using this data to reduce the time currently spent on collecting and reviewing paper time cards. He also noted that the Zonar system will allow the Collaborative to track mileage-related service reminders and when vehicle inspections are due.

Mr. Hilton described the need for an integrated system, as the Collaborative’s fleet has grown to over 190 vehicles.

Mr. Schumacher asked why previous proposals had been rejected. Mr. Hilton noted the Zonar proposal did not arrive within the specified time frame. He also noted that all proposals received due to the April RFP were rejected.

Mr. Erikson described Zonar’s unique partnership with Dossier, which will be invaluable. Mr. Hilton noted that the need for refinement in the efficiency and cost effectiveness of the system increased as the Collaborative fleet has grown.

Ms. Enochty made a motion that the Board vote to authorize the Collaborative to enter into a contract with Zonar. Mr. Schumacher seconded the motion.

SO VOTED – UNANIMOUS

• ***Authorization of the Executive Director to sign contract for services for Fleet Management System with Zonar*** ***VOTE***

It was recommended that the Board vote to authorize Mr. Hilton, Executive Director, as signatory for a contract for services with Zonar. Mr. Fichtenmayer made a motion that the Board vote to authorize Mr. Hilton, as Executive Director, to sign a contract with Zonar. Ms. Enochty seconded the motion.

SO VOTED – UNANIMOUS

• ***Comprehensive School Health Services (CSHS) Grant*** ***VOTE***

Marette Power, RN, the Collaborative’s School Nurse, secured funding from the Massachusetts Department of Public Health (DPH) to support the provision of services within Collaborative programs. The Collaborative has participated in this grant in previous years as a “sub-recipient” of a regional grant. The Cape Cod Collaborative has been awarded a grant for FY2020 and a “Master Agreement Contract” with the state must be executed. Mr. Hilton recommended the Board vote to ratify this grant.



Mr. Fichtenmayer made a motion that the Board vote to ratify the Comprehensive School Health Services Grant. Mr. Schumacher seconded the motion.

SO VOTED – UNANIMOUS

• **Personnel**

○ <b>Additions:</b>	<b>VOTE</b>
• Robert Gosselin	Mechanic
• Barbara Lennon	7D Driver (Spare)
• Noella Morrison	Monitor - Monomoy
• Jack Noble	CDL Driver – Training
• Joseph Piccirilli	7D Driver (Spare)
• John Quin	CDL Driver – Training
• Richard Toland	CDL Driver Training

Ms. Enocht made a motion that the Board vote to approve the additions as listed on the agenda. Mr. Fichtenmayer seconded.

SO VOTED – UNANIMOUS

○ <b>Reductions:</b>	<b>VOTE</b>
• Zona Anderson	CDL Driver (Spare)
• Meredith Hill	SLP
• Michelle Litchman	7D Driver (Spare)
• Brandy McDonald	CDL Driver – Bourne
• Noella Morrison	Monitor – Monomoy
• Michael Patz	Paraprofessional - Waypoint
• Christopher Rodericks	CDL Driver – Training
• Judy Scola	SLP
• Barbara Umschlag	CDL Driver – Training

Ms. Enocht made a motion that the Board vote to approve the reductions as listed on the agenda. Mr. Fichtenmayer seconded the motion.

SO VOTED – UNANIMOUS

○ <b>Status Changes:</b>	<b>VOTE</b>
• Deslyn Dawkins	Mechanic & CDL Driver
• Valeriy Yadrov	CDL Driver Training to Monomoy

Mr. Enocht made a motion that the Board vote to approve the status changes as listed on the agenda. Mr. Fichtenmayer seconded.

SO VOTED - UNANIMOUS

**d. FY19 Spending Plan / Budget / Close-Out**

Mr. Hilton discussed the status of FY19 close out. The Collaborative Auditors (Powers & Sullivan) have submitted the initial DRAFT of the audited financial statements, which are being reviewed and refined.

## **e. Programs/Services**

- Waypoint Academy
  - Enrollment
  - Programming
  - Open House – October 16<sup>th</sup>
  - Camp Burgess Planning
- STAR / Osterville
  - Enrollment
  - Open House – October 16<sup>th</sup>
  - Programming

Dr. Woods and Ms. Caputo discussed enrollment and programming at both school programs. Dr. Woods noted that eight (8) students have started at Waypoint since the last Board meeting and that referrals continue to come in. She noted that one (1) student has started at the STAR Program, and another is due to start in the following week.

She also discussed recent staff trainings including a presentation by Children’s Cove and a presentation on vaping.

Dr. Woods invited Board Members to Open Houses that would be held at both programs on October 16<sup>th</sup>. Waypoint will be open from 2 – 4 PM; STAR will be open from 4:30 – 6 PM.

Dr. Woods also noted that Ms. Caputo has been asked to serve on a panel focused on the impact of trauma on a community. She explained that Ms. Caputo will be representing the educational community, and has been contacting district Special Education Directors for input.

- Transportation

Mr. Hilton provided an update regarding current issues and opportunities with Collaborative transportation.

- Monomoy Regional Schools Opening
- Nauset Opening
- Mashpee Opening
- Bourne Opening
- Truro Opening
- Nantucket Opening

Mr. Hilton provided an update regarding the provision of general education transportation services for the districts served by the Collaborative.

- Staffing

Mr. Hilton discussed ongoing coordination and changes in staffing for the Transportation area. The critical need for ongoing recruitment and training of drivers was discussed including the impact of “incentive programming” and other efforts to address the challenge. Mr. Hilton informed the Board that Mr. Erikson had done a remarkable job working (with staff) through the problems associated

with supporting services for a new school district, as did all transportation administration and drivers.

- Staffing / Routing

Mr. Hilton updated the Board regarding staffing and routing. He reminded the Board that the routing and staffing is continually monitored and modified to ensure efficiency (and effectiveness) in operation.

Mr. Morris noted the continued growth in the provision of transportation services and the need for drivers in all areas. Mr. Flaherty spoke about the difficulties involved in the provision of transportation services include vehicles as well. Mr. Hilton suggested that the Transportation Subcommittee could explore development of a Driver Institute to help full the pool of needed drivers.

- Therapies

Mr. Hilton provided an update regarding the provision of services within the Collaborative and to districts.

- FY20 Service Commitments

- Mr. Hilton noted that the Collaborative has continued to receive and review commitments for the utilization for Collaborative staff to provide services in school districts for FY20. The Collaborative has recently discontinued service provision to the Monomoy Regional Schools and the Martha's Vineyard Schools with two untimely resignations within therapy staffing.
- It was noted that the Collaborative had minimal (current) capacity to contract out the services:
  - i. Mr. Hilton will recommend that the Collaborative continue to evaluate the capacity to offer these services for contracting with districts into October with further decisions to be discussed at the Board meeting in October.

Mr. Hilton also discussed recruitment efforts for replacing Speech & Language therapists.

- Special Projects

Dr. Bogden and Mr. Hilton will provide updates regarding items considered as "Special Projects" of the Collaborative.

- Bridgewater State University

**VOTE**

Mr. Hilton and Dr. Bogden discussed efforts to coordinate activities and offerings with Bridgewater State University. Mr. Hilton referenced a copy of a DRAFT Memorandum of Agreement (MoA) outlining partnership opportunities that had been included in Board packets for consideration.

Mr. Hilton noted the Collaborative that within the MoA, the Collaborative was seeking space for professional development and a desk. He noted that this agreement will formalize the relationship. Dr. Bogden noted the availability of convenient and comfortable meeting space is important. Courses (RBT, ATSR) have been scheduled at Bridgewater's South Yarmouth location.

Mr. Fichtenmayer made a motion that the Board vote to authorize the MOA between the Collaborative and Bridgewater State University. Ms. Enochy seconded.

SO VOTED – UNANIMOUS

- Multi-Tiered Systems of Support -High Achievement for All Students  
Mr. Hilton discussed the status of the work being done through the generosity of the Peter and Elizabeth Tower Foundation. Please note that the initial grant supporting regional MTSS work ended in December 2018 and that a subsequent grant proposal was funded that supported further activities with school districts in the region.
- All-Cape In-Service  
Dr. Bogden discussed this annual programming, coordinated through the Collaborative, during the informational session.
- ASLP **VOTE**  
Dr. Gilbert and Mr. Hilton discussed the operations and events of the Summer 2019 ASLP Program as well as the status of planning for the Summer 2020 ASLP Program.  
Dr. Gilbert asked the Board for a vote to approve the Parent/Student Catalogue (Handbook), noting the need to set the dates for the program need to have the handbook available for the meeting with school liaisons on October 24<sup>th</sup>.  
Mr. Morris made a motion that the Board vote to approve the ASLP Parent / Student Catalogue (Handbook) for 2020. Mr. Fichtenmayer seconded the motion.

SO VOTED – UNANIMOUS

Dr. Gilbert discussed the situation regarding ASLP scholarships for the upcoming session. He explained that, although National Grid has generously funded scholarships in the past, no further scholarship funding were expected.

Dr. Gilbert proposed utilization of the “banked” scholarship funds to continue some level of funding over the next few years. He explained that reducing the scholarship amount from \$1000 to \$750 would stretch funds further.

Dr. Gilbert noted that Vineyard Wind provided scholarship funding for 2019, but it is unsure whether this will continue for 2020.

Mr. Schumacher asked if lowering scholarship rates would leave students behind. Dr. Gilbert observed that when parents are honest about their need for funding, funds have been found.

- Sheltered English Immersion (SEI) Course Development  
Dr. Bogden discussed planning activities that are occurring with districts to discern the need for courses and professional development to assist districts (and staff) in meeting the evolving Sheltered English Immersion needs.  
He explained that there are SEI “endorsement” courses being planned for late fall. The planned courses had initially been delayed due to insufficient enrollment. He also noted that the Truro Public Schools has recently inclusion in a planned course, which would increase enrollment.
- Research for Better Teaching (RBT) coursework  
Dr. Bogden discussed recent coursework offerings in the region in concert with RBT. He noted that RBT has engaged in efforts to support fluctuating enrollment to ensure offerings are accessible to districts in the region. The currently planned courses are expected to be offered at the Bridgewater State University campus in Yarmouth.

#### **f. International Programming**

Mr. Hilton and Dr. Bogden discussed recent and future activities of the Cape Cod Global Education Initiative. Dr. Bogden noted an opportunity coming in January for Cape Cod educators to travel to China to conduct continuing education. Ms. Enochy has had friends who did this. They found it fulfilling, but exhausting.

#### **g. Virtual High School**

Mr. Hilton discussed the consortium for Virtual High School that has existed through the Cape Cod Collaborative since 2001. Indications seem to indicate a decreased district usage during this school year.

### **VII. Other**

Mr. Furnari noted the MASC meeting is coming up in November and asked Board members whether they planned to attend.

### **VIII. Executive Session**

Mr. Furnari indicated it was necessary to enter into Executive Session:

- a. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;

(Generally, a public body must identify the specific piece of property it plans to discuss before entering into executive session under Purpose 6. A public body may withhold the identity of the property if publicly disclosing that information would compromise the purpose for which the executive session was called. While we generally defer to public

bodies' assessment of whether the inclusion of such details would compromise the purpose for an executive session, a public body must be able to demonstrate a reasonable basis for that claim if challenged.

Under this purpose, as with the collective bargaining and litigation purpose, an executive session may be held only where an open meeting may have a detrimental impact on the body's negotiating position with a third party. At the time that the executive session is proposed and voted on, the chair must state on the record that having the discussion in an open session may be detrimental to the public body's negotiating position.)

Mr. Fichtenmayer made a motion that the Board enter into Executive Session for the stated reason. This motion was seconded by Mr. Flaherty. A roll call vote was taken:

Mr. Flaherty – yes, Mr. Auciello – yes, Ms. Fuller – yes, Mr. Morris – yes, Mr. Schumacher – yes, Ms. Enochy – yes, Mr. Fichtenmayer – yes, Mr. Furnari – yes

The Board exited Open Session and entered into Executive Session at 7:12 PM.

The Board exited Executive Session and returned to Open Session at 7:22 PM.

## **IX. Adjournment**

Ms. Enochy made a motion that the Board vote to adjourn. Mr. Fichtenmayer seconded the motion.

SO VOTED – UNANIMOUS

The October 9, 2019 meeting of the Cape Cod Collaborative Board of Directors adjourned at 7:22 PM.