

Devens Enterprise Commission

September 28, 2021

Attending: William Marshall, Robert Gardiner, Dix Davis, Martin Poutry, Paul Routhier, Debra Rivera, Chris Lilly, Duncan Chapman, Deb Seeley, Melissa Fetterhof

Absent: James De Zutter , Staff Present Neil Angus and Peter Lowitt Visitors present Donna Bulger

1. Roll Call and Overview of Virtual Meeting Process and Procedures At 6:45 PM Ms. Rivera was appointed by a motion of Chris seconded by Dix with a unanimous roll call vote. Chairman went through the roll call.
 2. Chairman's Overview of the Agenda
 3. Review Minutes: On a Motion by Deb Seeley seconded by Dix Davis the Commissioners' voted to unanimously approve the Minutes of 2/23/21; 3/4/21; 3/30/21; 9/15/21 (Special Meeting) and 9/15/21 Executive Committee Meeting .
 4. Public Hearing: Event Permit and One Day All Alcoholic Beverages License request by Clear Path for Veterans New England for the Devens Dog and Music Festival to take place on Museum Field at 27 Antietam Street (Parcel ID # 31-99-900)The chair read the public notice. Then the staff report was reviewed and Ms. Bulger updated the Commissioners on the event. Mr. Lilly asked if we could have the Director set a rain date. No per the ABCC. We could include a rain date which is publically noticed per the ABCC. Close the hearing motion by Dix, seconded by Deb Seeley. Unanimously voted by roll call vote to close the public hearing.
On a motion by , Dix seconded by Deb , the Commissioners voted to unanimously approve the event and one day all alcoholic beverages license with conditions in staff report by unanimous roll call vote.
 5. New Business: Executive Director's Performance review. The Chairman reported on the Director's performance review and recommended a salary increase to \$155,000 and a \$7,500 bonus. ON a motion by Bob seconded by Paul the Commissioners voted to unanimously approve the motion by roll call vote.
- Mr. Lowitt announced that Ms. Dawn Babcock has accepted an offer to join the DEC staff as executive assistant and will come onboard on October 12, 2021.
- Mr. Angus presented the draft Quarterly update staff has prepared for the MD Board meeting to be held virtually on October 14. Judge Gardiner suggested inviting the MD Board to visit Vicksburg Square and bring it up sooner than later.
6. Old Business: NONE
 7. Public Comment None
 8. Adjournment: On a motion by Melissa Fetterhof seconded by Deb Seeley the Commissioners voted unanimously by roll call vote to adjourn at 7:25