

MASSACHUSETTS DEVELOPMENT FINANCE AGENCY

**Meeting of the Board of Directors
Thursday, October 13, 2022
10:00 a.m.**

MINUTES

DIRECTORS PRESENT: Mike Kennealy, Secretary of Housing & Economic
Development, Chair
Brian Kavoojian, Vice Chair
Jessica Andors
Gary Campbell
Joan Corey
Kristina Spillane
Julieann Thurlow

DIRECTORS ABSENT: Mark Attia, Designee for Secretary of Administration &
Finance
James Chisholm
Juan Carlos Morales

Agency Staff: Dan Rivera, President and CEO
Theresa Park, Deputy Director and SEVP
Simon Gerlin, Chief Financial Officer
Ricks Frazier, General Counsel and Secretary
Laura Canter, EVP, Finance Programs
Tania Hartford, EVP, Real Estate
David Abdoo, Chief of Staff
Victoria Stratton, Recording Secretary
David Bancroft
Sean Calnan
Rob Carley
Jennifer Cohen
Karen Davis
Meg Delorier
Amanda Gregoire
Robert Jenkins
Chief Tim Kelly, Devens Fire Department
Noah Koretz
John Marc-Aurele
Jim Moore
Shay Plummer
Rebecca Sullivan

Guests: Ashley Stolba, Assistant Secretary of Housing & Economic Development
Members of the Devens Community and the General Public

A Meeting of the Board of Directors of Massachusetts Development Finance Agency (“MassDevelopment” or the “Agency”) was held Thursday, October 13, 2022, at MassDevelopment’s office, 33 Andrews Parkway, Devens, Massachusetts, pursuant to notice duly given.

The Chair welcomed everyone and, confirming the presence of a quorum, he called the meeting to order at 10:04 a.m.

MINUTES

1. VOTE – Meeting Minutes (September 8, 2022)

The Chair asked if there were any comments on the draft minutes of the September 8, 2022 Board meeting, and there were none. He asked for a vote to approve these minutes and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the minutes of its September 8, 2022 Board meeting, which are attached and made a part of the minutes of this meeting.

2. VOTE – Executive Session Meeting Minutes (September 8, 2022)

The Chair stated that if there are any comments on the draft Executive Session minutes of the September 8, 2022 Board meeting, they must be discussed in Executive Session. There were no comments. He asked for a vote to approve these minutes and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the Executive Session minutes of its September 8, 2022 Board meeting, which are attached and made a part of the minutes of this meeting.

PRESIDENT / CEO REPORT

Mr. Rivera reported the following highlights:

Transformative Development Initiative (“TDI”) Fellows. Ten new TDI Fellows have begun their 3-year commitment of work on the ground providing economic development expertise in TDI Districts in thirteen Gateway Cities. The Chair, as well as Lt. Gov. Polito

and others, joined the TDI Fellows and other staff members for a visit to Polar Park, Worcester, last month.

Myles Standish Industrial Park, Taunton. The Real Estate Department announced the sale of 21 acres in Taunton's industrial park for \$7.125 million to Rhino Capital, LLC. Rhino Capital is developing two medical/pharma buildings on spec, similar to the King Street/Pathway project in Devens, designed to attract life sciences / medical device companies. Kudos to Mike Mitchell and the Real Estate Team.

Lending. In September, Northeast Biodeisel closed on \$1.3 million in start-up loans, including \$500,000 from MassDevelopment, which allowed the company to commence operations. Mr. Rivera advised that the Board will see more of this type of transaction as the Agency works to grow its Green Finance Division; he congratulated Cyndy Tonucci and the lending team for their efforts.

Mr. Rivera advised that he joined Sen. Jo Comerford for a meeting with Bombyx/ArtsHub, in Florence, Northampton, and toured this Cultural Facilities Fund grant recipient's facility. The Bombyx/ArtsHub facility is a church, synagogue, childcare center, performance venue, working kitchen, and community center that has stretched its investments. He attended and provided the keynote at the Lowell Plan's annual event downtown, along with staff and Board member Gary Campbell, who is part of the Lowell Plan's leadership. He joined Gov. Baker and other dignitaries for a groundbreaking at Barnes Air National Guard Base. He also joined Secy. Kennealy and others to participate in *El Mundo's* Latino Small Business & Entrepreneurial Summit to promote the State Small Business Credit Initiative, or SSBCI. Mr. Rivera advised that while due diligence on the responses to the New Bedford State Pier Request for Proposals ("RFP") is ongoing, a decision is eminent.

Here in Devens, Mr. Rivera stated that the Devens Team, under Meg Delorier's leadership, applied for and was awarded a \$4.2 million Defense Community Infrastructure Pilot Program grant from the U.S. Department of Defense to support the Public Safety Building. This victory was secured by the efforts of John Beatty and the Massachusetts Military Task Force, together with the Agency's military consultants, The Roosevelt Group. Constructive conversations related to finding permanent homes for the Fort Devens Museum and the Ayer Council on Aging continue. MassDevelopment recently obtained an autonomous robot to paint boundary lines on recreational fields and in a naming contest, Agency staff named the painting robot "Li'l Ro," after longtime Recreation and Field Coordinator, Roman Ferguson, who has been painting the athletic fields in Devens for more than 25 years. Li'l Ro is expected to significantly reduce the amount of time used throughout the year for this purpose, so DPW staff members can focus on other important work in the Devens community. Mr. Rivera said he had some very productive in-person and virtual meetings with the Ayer and Harvard Boards of Selectmen; Shirley is next week.

Mr. Rivera was happy to report that MassDevelopment conducted its first in-person All Staff meeting since the pandemic canceled the 2020 event, and fun was had by all. A special congratulations to the 2022 Cornhole Champs: DPW's Peter Pearson and Michael

Olivera who took first place and Engineering's Zac Raslin and TDI's George Durante who came in second. He also wanted noted that MassDevelopment employees contributed over 218 pounds of donations for the Loaves & Fishes Food Pantry at the All Staff.

3. Employee Introduction(s). Mr. Rivera introduced the following new hires – Ariola Molla, Contracts Manager; Corey Farrar, Devens Firefighter and EMT; Thomas Conboy, Devens Firefighter and EMT – who each made brief comments.

GENERAL

4. – VOTE – Contract Extension with Inspiration Zone, LLC

Ms. Park briefly described this request to extend the Agency's contract with Inspiration Zone, LLC, its consultant related to diversity, equity, and inclusion efforts. Ms. Park reported satisfaction with this consultant in carrying out its initial assignments and requested authority to extend the agreement for a 3 year term. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment authorizes the contract extension with Inspiration Zone, LLC, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

BOND TRANSACTIONS

5. Bond Detail Memorandum

For informational purposes, the Bond Memorandum is attached and made a part of the minutes of this meeting. Ms. Sullivan provided a brief summary, noting no changes to the October Board materials.

The Chair then advised that the Board would vote on the approval and findings for the matters in Tabs 6 through 15, to be considered following the opportunity for discussion, pursuant to Section 8 of Chapter 23G of the General Laws, as amended.

Bonds: Official Action Approvals

Official Action Project without Volume Cap Request

6. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the resolution that is attached and made a part of these minutes regarding:

a project of Glenmeadow, Inc., in Longmeadow, Massachusetts, for the issuance of a Non-Profit Housing Bond to finance such project in an amount not to exceed \$5,000,000.

Official Action Projects with Volume Cap Requests

7. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the resolution that is attached and made a part of these minutes regarding:

a project of 25 Garvey Street Housing, LLC, in Everett, Massachusetts, for the issuance of a Tax-Exempt Bond to finance such project in an amount not to exceed \$35,000,000

8. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the resolution that is attached and made a part of these minutes regarding:

a project of Worcester Common Ground, Inc., in Worcester, Massachusetts, for the issuance of a Tax-Exempt Bond to finance such project in an amount not to exceed \$18,130,000.

9. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the resolution that is attached and made a part of these minutes regarding:

a project of 190 Harvard LLC, in Brookline, Massachusetts, for the issuance of a Tax-Exempt Bond to finance such project in an amount not to exceed \$16,800,000.

10. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the resolution that is attached and made a part of these minutes regarding:

a project of 25-33 Hamilton Limited Partnership, in Boston (Dorchester), Massachusetts, for the issuance of a Tax-Exempt Bond to finance such affordable housing project in an amount not to exceed \$11,781,900.

Bonds: Final Approvals

Final Approval Projects without Volume Cap Requests

11. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the Official Action / Final Approval (“OA/FA”) resolution that is attached and made a part of these minutes regarding:

a project of the Trustees of Boston University, in Boston, Massachusetts, for the issuance of a 501(c)(3) Tax-Exempt Bond to finance such project in an amount not to exceed \$125,000,000.

12. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the OA/FA resolution that is attached and made a part of these minutes regarding:

a project of Benjamin Franklin Classical Charter Public School, in Franklin, Massachusetts, for the issuance of a Tax-Exempt Bond to finance such project in an amount not to exceed \$27,500,000.

13. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the OA/FA resolution that is attached and made a part of these minutes regarding:

a project of D’Youville Senior Care, Inc., in Lowell, Massachusetts, for the issuance of a 501(c)(3) Tax-Exempt Bond to finance such project in an amount not to exceed \$25,500,000.

14. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the OA/FA resolution that is attached and made a part of these minutes regarding:

a project of CIL Realty of Massachusetts Incorporated, in several Massachusetts locations, for the issuance of a 501(c)(3) Tax-Exempt Bond to finance such project in an amount not to exceed \$25,000,000.

15. Upon motion duly made and seconded, by a vote of the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves and adopts the OA/FA resolution that is attached and made a part of these minutes regarding:

a project of New England Life Flight, Inc., d/b/a Boston MedFlight, in various Massachusetts locations, for the issuance of a 501(c)(3) Tax-Exempt Bond to finance such project in an amount not to exceed \$10,000,000.

[Secretary's Note: Mr. Campbell advised that Tufts Medical Center, Inc., on whose Board he sits, uses the services of the proposed bond recipient, and he, therefore, recused himself from the consideration of the bond transaction above; he left the room and did not participate in any discussion, deliberation, or vote on the matter. He returned to the meeting room at the conclusion of the above vote.]

STANDING BOARD COMMITTEE REPORTS

Origination & Credit Committee

The Origination & Credit Committee did not meet this month.

Real Estate Development & Operations Committee

Mr. Kavogian advised that the Real Estate Development & Operations Committee also did not meet this month.

Real Estate and Devens

16. – VOTE – Devens Fire Department – Purchase of New Ladder Truck

After responding to between 300 and 400 calls for assistance per year for more than 25 years, Chief Kelly explained how the Devens Fire Department's current ladder truck is approaching the end of its usable life. He advised that current build time for a new ladder truck is 2+ years and the estimated cost is \$1.6 million. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment authorizes the purchase of a new ladder truck for the Devens Fire Department, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

17. – VOTE – Site Readiness Program – FY2023 Grant Awards

Ms. Gregoire described this request for approval to make 12 grant awards totaling \$2,989,957.50 from the Site Readiness program, resulting from an RFP for which 42 applications seeking more than \$35 million in finding were received and vetted. The total includes \$142,807.50 in administrative and management costs for MassDevelopment. Ms. Gregoire stated that this is the seventh year of the Site Readiness program and the second year this program has been included in the Commonwealth’s One Stop for Growth portal (“One Stop”). The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the FY2023 Site Readiness program grant awards, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

18. – VOTE – Underutilized Properties Program – FY2023 Grant Awards

Ms. Plummer briefly described this request for approval to award 49 grants totaling \$22,183,685 from the Underutilized Properties program, resulting from an RFP for which 143 applications seeking nearly \$100 million in funding were received and vetted. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the FY2023 Underutilized Properties program grant awards, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

Community Development

19. – VOTE – Brownfields Redevelopment Fund – Transfer of Funds from the General Fund to the Brownfields Restricted Fund

Mr. Gerlin described this request for approval of the transfer of \$10 million from the Agency’s General Fund to the Brownfields Restricted Fund, which he pointed out last received an appropriation from the Commonwealth in 2014 and is now exhausted. Ms. Andors asked if there was a legislative strategy with respect to funding the Brownfields program, and the Chair explained that the Legislature can only address this matter when it returns to holding formal sessions in January. Upon motion duly made and seconded, the Chair asked for a vote, by the directors present, and it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the transfer of funds, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

20. – VOTE – TDI – Transfer of Funds for Make-it Springfield Buildout

Mr. Koretz briefly explained this request for authority to transfer \$50,000 originally received from MassMutual for the TDI program to Make-it Springfield, so it can continue work started by a former TDI Fellow. In essence, these funds are simply being redeployed for their original purpose. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the transfer of funds, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

21. – VOTE – Cultural Facilities Fund – Grant Round 15 – Program Guidelines

Mr. Calnan described this request to approve guidelines for Grant Round 15, noting that changes from the prior grant round are outlined in the attached materials. He said Cultural Facilities Fund program has been incredibly successful since its inception in 2006. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the program guidelines for the Cultural Facilities Fund Grant Round 15, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

22. – VOTE – Cultural Facilities Fund – Grant Round 14A – Grant Awards

Mr. Calnan described this request to award 15 new grants that, in the judgment of the MassCultural Council, satisfy all five required statutory findings: the project is an “eligible project” as defined by the statute; there is a demonstrated community need for the project; the project will benefit tourism in the local area; there is a demonstrated financial need for the grant; and there is local support for the project. He noted that two grant awards – Punto Urban Arts in Salem and Community Fair in Chester – are conditioned upon these organizations receiving 501(c)(3) designations from the Internal Revenue Service, which are in process and pending. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the 15 grant awards in Grant Round 14A, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

23. – VOTE – MassDevelopment/HEFA Charitable Trust – Community Health Center Grant Program – FY2023 Allocation of Funds

Mr. Calnan briefly described this request to recommend to the Trustees of the MassDevelopment/HEFA Charitable Trust that they approve an allocation of \$500,000 of Trust income and principal for the FY2023 round of grants under the Community Health Center Grant program, as is customary, noting that each individual grant will be capped at \$50,000. Staff proposes to begin the grant solicitation in November and requests that following the selection process, the Executive Director and President/CEO be delegated authority to approve the successful applicants, again, as is customary. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment recommends that the Trustees of the MassDevelopment/HEFA Charitable Trust approve the allocation of \$500,000 for the FY2023 round of the Community Health Center Grant program, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

24. – VOTE – Brownfields Redevelopment Fund – FY2023 Recommended Grant Awards – Community One Stop for Growth

Mr. Bancroft described this request that the Board approve 13 FY2023 Brownfields Redevelopment Fund applications received through the One Stop portal totaling \$2,612,740. Upon approval today, these 13 grant awards will be subject to partial or full repayment from future net land sale proceeds. These projects will result in almost 100 acres of environmentally impacted land being returned to productive use. The 7 applicants not recommended for grant awards at this time will be provided with additional technical assistance by Agency staff to identify and cure deficiencies. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the 13 Brownfields grant awards, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

25. – VOTE – Collaborative Workspace Program – FY2023 Recommended Grant Awards – Community One Stop for Growth

Mr. Calnan described this request to approve 39 FY2023 Collaborative Workspace program applications received through the One Stop portal totaling \$1,197,000, in this seventh round of program grants. This solicitation focused on fit-out grants for collaborative workspaces (up to \$100,000) for building improvements and equipment purchases, and seed grants (up to \$15,000) to aid in feasibility analyses and to support predevelopment costs for more early stage spaces. These co-work grants require a one-to-one match. The goal of the program is to accelerate the pace of new business formation,

job creation, and entrepreneurial activity in communities by supporting infrastructure – such as innovation centers, maker spaces, artists spaces, collaborative kitchens and co-working spaces – that fuels community-based innovation. The Chair asked for a vote and, upon motion duly made and seconded, by the directors present, it was, unanimously

VOTED: that the Board of Directors of MassDevelopment approves the 39 Collaborative Workspace program grant awards, as outlined in the memorandum and vote dated October 13, 2022, which are attached and made a part of the minutes of this meeting.

[Secretary's Note: Noting her position in relation to the overall economic development of Lawrence, Massachusetts, Ms. Andors recused himself from the consideration of the \$100,000 grant for the Essex Art Center project in Lawrence, individually; she left the room and did not participate in any discussion, deliberation, or vote on the matter. She returned to the meeting room at the conclusion of the above vote.]

INFORMATIONAL ITEMS

- **Devens presentation**

Ms. Delorier and Chief Kelly summarized this presentation, attached and made a part of the minutes of this meeting, with Ms. Delorier noting first that the Devens office represents MassDevelopment's largest division, with 49 employees. MassDevelopment/Devens directly provides municipal functions for the community, including all utilities (gas, electricity, water and wastewater), environmental services, fire and emergency management, public works and recreation, as well as all police and education services through contracts with others.

The Devens Regional Enterprise Zone, or DREZ, was contemplated by Chapter 498 of the Massachusetts Acts of 1993, in anticipation of the closure of Ft. Devens in 1996 under the Base Realignment and Closure Act, after 79 years as an active military base. To date, more than 230,000 soldiers have come through Ft. Devens. MassDevelopment purchased the property to redevelop the region into a sustainable and diverse mixed-use community of 4,400 acres, using proceeds from an approved \$200 million bond for capital and operating expenses.

Next, Chief Kelly reported on the history, personnel and services of the Devens Fire Department. Devens Fire has 23 staff members (22 firefighter/EMTs and 1 EMT, including a Chief, Deputy and Captain) deployed in crews of 4 firefighters, soon to be crews of 5. Devens Fire provides 24/7 coverage and maintains experts in medical, hazmat and fire rescue.

The Devens Fire Department currently protects nearly 8 million square feet of occupied industrial space (not including current construction projects) and includes a federal prison, a senior housing center, a job corps, and other facilities, with a daytime work population

of approximately 10,000. Its coverage responsibilities have increased from approximately 3.1 million square feet in 2004 to the current total while staff numbers at the fire station have decreased. Chief Kelly advised that Devens is unlike other communities in the Commonwealth because numerous tenants are in the biotech industry, which often involves hazardous materials used in state-of-the-art applications. In addition, Devens' military history has made it necessary for every single firefighter to be trained on unexploded ordinance. Ms. Spillane commented that these scenarios equip the Devens Fire Department staff with a specific hazmat skill set. The Chief agreed, pointing out that Devens conducts continuous, in house and other training(s), in which thousands of firefighters from other regions come to Devens to take part.

Turning to the Devens Fire Department's capital plan, Chief Kelly summarized the following: the ambulance is being replaced (per the Board's approval in August); the ladder truck will be replaced (per today's approval); and soon, the need for all new radio equipment/communications system will become critical. Also, "turnout gear," which is required to be worn on emergency responses, has a shelf life of ten years, and its 2024 anniversary date is approaching.

26. Real Estate Services – Technical Assistance Program – FY2023 Recommended Grant Awards – Community One Stop for Growth

For informational purposes only, the memorandum regarding Technical Assistance program FY2023 grant awards is attached and made a part of the minutes of this meeting. There was no discussion of this item.

27. Community Investment – Delegated Authority Report

For informational purposes only, the Community Investment Delegated Authority Report is attached and made a part of the minutes of this meeting. There was no discussion of this report.

28. Approved Minutes of Brownfields Advisory Board Meeting (January 18, 2022)

For informational purposes only, the approved minutes of the January 18, 2022 Brownfields Advisory Group meeting are attached and made a part of the minutes of this meeting. These minutes were not discussed.

29. Approved Minutes of Brownfields Advisory Board Meeting (May 3, 2022)

For informational purposes only, the approved minutes of the May 3, 2022 Brownfields Advisory Group meeting are attached and made a part of the minutes of this meeting. These minutes were not discussed.

30. Approved Minutes of Cultural Facilities Fund Advisory Committee Meeting (April 27, 2022)

For informational purposes only, the approved minutes of the April 27, 2022 Cultural Facilities Fund Advisory Committee meeting are attached and made a part of the minutes of this meeting. These minutes were not discussed.

31. Lending – Delegated Authority Report for Loan Approvals (August 2022)

For informational purposes only, the Delegated Authority Report regarding Loan Approvals is attached and made a part of the minutes of this meeting. There was no discussion of this report.

32. Media Report (September 2022).

For informational purposes only, the Communications & Marketing Report for the previous month is attached and made a part of the minutes of this meeting. No discussion of this item took place.

MISCELLANEOUS: OLD BUSINESS / NEW BUSINESS

The Chair asked if there was any new or old business to consider, and there was none.

At this time, Ms. Jannice Livingston, Chair of the Ayer Select Board and member of the Devens Jurisdiction Framework Committee (“DJFC”), asked and was allowed to speak. She introduced herself and read a statement from the DJFC, which is made up of representatives from Ayer, Devens and Devens’ businesses, Harvard, Shirley, and the Devens Enterprise Commission, and which until March of this year, also included MassDevelopment among its members. Speaking on behalf of all members of the DJFC, Ms. Livingston respectfully requested that MassDevelopment’s Board reconsider the Agency’s decision to step back from engagement in the discussions of the DJFC.

The Chair then suspended the meeting at 11:07 a.m. until commencement of the Devens’ Community session at 11:30 a.m.