

**Operations RFP Subcommittee  
Minutes – APPROVED  
July 15, 2021 – 1:00 p.m.  
Town of Ithaca/Zoom Conference Call**

Present: Sarah Thomas, Denise Malone, Judy Drake, Nancy Webster (arrived at 1:30 p.m.)  
Remote: Ed Fairbrother, Chris Wagner  
Excused: Sunday Earle  
Staff/Guests: Elin Dowd, Executive Director; Michelle Cocco, Clerk of the Board; Paul Pelton, Rob Spenard, Locey & Cahill; Teri Apalovich, Finance Manager; Kylie Rodrigues, Benefits Manager

**Call to Order**

Ms. Drake, Chair, called the meeting to order at 1:00 p.m.

**Changes to the Agenda**

There were no changes to the agenda.

**Executive Session**

It was MOVED by Ms. Drake, seconded by Ms. Malone, and unanimously adopted by voice vote by members present, to enter into executive session at 1:01 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. The meeting returned to open session at 1:34 p.m.

**Adjournment**

The meeting adjourned at 1:34 p.m.