

SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS' MEETING

Tuesday, April 25, 2017  
SRDC Conference Room  
8:00 am

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Meeting Minutes

**Present:** Doug Gurney, Patti Putnam, Mark Tanny, Bob Kendall, John Tansey, Jason Thom, Dale Williamson, Barbara LeMire, Caitlin Christiana, Kristi Morris, Heather Hartford, Paul Kowalski and Bob Flint.

**Absent:** Sam Coleman

President Doug Gurney called the meeting to order at 8:00 am.

- 1) **Review of minutes for 3/28/17:** A motion to accept the minutes of March 28, 2017, as written was made by Patti Putnam, seconded by Bob Kendall. So moved.
- 2) **Review of March Financials:** A motion to accept the March 28, 2017 Financial Report as submitted was made by Bob Kendall, seconded by Jason Thom. So moved.
  - a. **FY18 Budget:** Bob said he and Cynthia have been working on the FY 2018 budgets. A first draft will be available at the May Board meeting. Bob said that he and Cynthia would meet with Mark Tanny ahead of the May meeting for his input. The Board will approve the budgets at the June meeting.
- 3) **Executive Director's Report:** Bob said that items would be covered throughout the meeting and in Executive Session.
- 4) **Old Business:**
  - a. **J & L 1 Update:** Bob told the Board that there had been no developments at this point on the project. He said that there had been two inquiries about the parking lot across the road from Plant 1, which is part of the J & L/SRDC property. Doug and Bob gave background on the property to the Board and SRDC's involvement in the Bradford Oil litigation with the State involving the former MGP site, which abuts this lot. Bob said that we appraised the property in 2015 and will keep the board updated on any further discussions.
  - b. **Jones Center Status:** Heather said that she, Doug Gurney, and Bob LaPlante met last week to discuss the remaining work with the ramps. They are now waiting for Dave Thurber to get back to them regarding the costs and scheduling of paving. The Clever Cow is working on the new signage for the north end of the building. Heather said that the new sign should be up in the next few weeks.
  - c. **Bryants Building:**
    1. **VEDA Loan:** Bob said that the application has been submitted to VEDA and that he and Cynthia have provided information in response to follow-up questions. He said that the VEDA Board would be reviewing the application later this week. A likely condition will be that the final portion of the approved amount will only be available when there is

a specific prospect for the space.

- d. Windsor Riverfront Project: Paul Kowalski informed the Board that Peach Tree Builders of Windsor, VT, will be the Construction Manager for the Riverfront Project. He said that work should be starting by Memorial Day.
- e. CRDC/WIC/SRDC Transition: Bob and Paul said that we are continuing to assist WIC with reviewing the existing information on CRDC and prepare materials for evaluating whether to move forward with the project.
- f. Park Street School Update: Bob said that he, and Matt Dunne, met with the School Board earlier this month and they agreed to authorize their Board Chair to enter into the one-year option agreement with SRDC for the former Park Street School.

5) **Other Business:**

- a. Economic Development District Update: Bob said that we have completed the update of home sale prices by town/year for the EDD and we were working on current public assistance data, as well as the other tasks for this year's work plan.
- b. "Stronger Communities" Grants – Springfield, Chester & Windsor Updates: The Springfield committee has met for the last official meeting to review their plan, which will be presented to the Select Board in June. Bob said that Chester continues to move forward more slowly with their committee. The Windsor grant needs to be finalized and their work will not begin for a few months.
- c. Legislative Issues: Bob spoke about the current situation with the proposal to increase the number of TIF districts in the state. He said that the language is within S.135, which is now in the House Commerce committee.
- d. June Board Meeting Date: Bob asked the Board if anyone objected to moving the June 27<sup>th</sup> meeting up a week to June 20<sup>th</sup>. No objections were voiced, therefore the June Board of Directors meeting will be June 20, 2017, at 8:00 a.m.

6) **Executive Session:**

7) **Adjourn:**

**Next Meeting – May 23, 2017**

Enc: Membership Report  
Financial Report  
Executive Director's Report (to be emailed)  
DiFY18 Draft Budgets (to be emailed)