

SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION
BOARD OF DIRECTORS' MEETING

Tuesday, August 22, 2017
SRDC Conference Room
8:00 am

MEETING MINUTES

Present: Doug Gurney, Patti Putnam, Mark Tanny, Dale Williamson, John Tansey, Kristi Morris, Bob Flint, Heather Hartford and Paul Kowalski

Absent: Jason Thom, Caitlin Christiana, Barbara LeMire, Bob Kendall and Sam Coleman

President Doug Gurney called the meeting to order at 8:03 a.m.

- 1) **Review of minutes from July 25, 2017:** A motion to accept the minutes of July 25, 2017, as Written, was made by John Tansey, seconded by Mark Tanny So moved.
- 2) **Review of Financials from July 25, 2017:** Bob commented that we just finished the first month of the new fiscal year and that cash flow was a challenge, as it normally is in the summer. He said that we did receive our first payment from ACCD. A motion to accept the July 25, 2017, Financial Report as submitted was made by John Tansey seconded by Dale Williamson. So moved.
- 3) **Executive Director's Report:** Bob gave the Board an overview of the SWFI (Strengthening Working Families Initiative) that SRDC is assisting with. He said this is the program that Pat Moulton announced at last year's Annual Meeting and that our area and Burlington are the pilot regions. He said that a cohort of participants will start classes by the end of the year.
- 4) **Old Business:**
 - a. **J&L 1 Update:**
 1. **EPA Grant:** Bob informed the Board that there may be additional leftover funds from another project that we could utilize to expand EHM's work at the site. He said they will be starting next week.
 2. **EPA Removals:** EPA Removal will be coming in next week to begin their work with removing the grinding swarf along the riverbank.
 3. **BERA – Permit Issues:** Bob stated that there has been a disagreement between the Agency of Natural Resources (ANR) and the Natural Resources Board regarding jurisdiction over the building demolition and the bike path. Bob, Heather and Doug also said that they did a site walk with the new Fish & Wildlife regional staffer, who has suggested that the Path should be 100 feet from the river instead of 50 feet.
Bob let the Board know we have retained Trey Martin from Downs Rachlin and Martin to assist us with the situation with the parties.
 - b. **Jones Center Status:** Heather and Doug updated the Board on the projects at the Jones Center. Doug said that we've set up a ramp for the new north end loading dock with gravel and sur-pack and will use that until we do a permanent concrete surface. Heather added that there were several projects that would be

taking place during September. A new boiler stack will be installed, one of the front doors will be replaced as will a window at the south end. And the work for the new vapor intrusion system will be underway as well.

c. Bryants Building:

1. Renovation Project: Bob said that Doug, Robin and himself met a week ago to discuss having the new wall be an interior, as opposed to exterior, piece. Since the specs have changed, they will need to be put the project back out for bid. Bob stated the goal is to get the building ready at least for storage before winter.

d. Windsor Riverfront Project: Paul updated the Board on the status of this project. He said that the building has been lifted three feet and is stabilized. We are working with the contractor to look closely at the project budget to keep the project on track, and within the available funds.

e. CRDC/WIC/SRDC Transition: Bob and John said that efforts were proceeding to move this forward. At this point, it looks like a transfer of assets could occur in October.

f. Park Street School Update: Bob spoke about the \$250K grant that the project received from the Seigle Foundation. We are waiting for word from USDA-RD for the \$150K application that was submitted recently and he said we are working with VTel on another application for this fall. He said that progress is being made with the potential project partners as well.

5) Other Business:

a. Economic Development District Update: The District has been awarded funding for the new fiscal year. Barb is on a sub-committee for emergency planning for businesses, which is timely given recent events with the hurricane in Texas. Heather will be working on this with her.

b. “Stronger Communities” Grants – Springfield, Chester, & Windsor Updates: Bob said that the Chester committee is presenting their completed project to the Selectboard on September 6th. It will be presented to the public during the Fall Festival on the Green next month and possibly at one other public event.

c. RDC Retreat: Bob said that workforce development was a main subject of discussion at the recent RDC Directors Retreat. Frank Cioffi, the GBIC Executive Director, is Chairing the Workforce Development Council, which is trying to look at a variety of issues, including how to expand technical education opportunities. Bob said that, since we have one of the 3 Tech Center School Districts, we are positioned to move quickly if the regulations change.

d. Springfield Marketing Project: Bob said that he, Caitlin and Stephen Plunkard have been working with a small team of people (including our own Jason Thom) to develop a set of 3 short-form videos to market the community, using digital advertising. The three organizations (SRDC, SOM, Chamber) have asked the Town for \$12K from the RLF to fund this effort, which could lead to a development of a broader marketing plan.

- 6) **Executive Session:** A motion was made by Mark Tanny to go into Executive Session at 8:37 am, seconded by Patti Putnam. So moved.

A motion to come out of Executive Session at 9 am was made by Patti Putnam, seconded by Mark Tanny. So moved.

No action taken out of Executive Session.

- 7) **Adjourn:** The meeting was adjourned at 9:01 am.

Respectfully,

Sandy Clifford

Next Meeting – September 26, 2017

Enc: Financial Report
Executive Director's Report (to be mailed)

