

**SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION**

**BOARD OF DIRECTORS' MEETING**

August 28, 2018

SRDC Conference Room

8:00 am

**MEETING MINUTES**

**Present:** Doug Gurney, Dale Williamson, Bob Kendall, Rick Bibens, John Tansey, Kristi Morris, Bob Flint, and Paul Kowalski

**Absent:** Barbara LeMire, Jason Thom, Caitlin Christiana, Heather Hartford

President Doug Gurney called the meeting to order at 8:02 am

- 1) **Review of minutes from July 24, 2018:** Bob Kendall made a motion to accept the minutes from June 26, 2018, seconded by Rick Bibens. So moved.
- 2) **Review of July Financials:** Rick Bibens made a motion to accept the June financials, seconded by John Tansey. So moved.
- 3) **Executive Director's Report:** Items will be covered throughout the meeting.
- 4) **Old Business:**
  - a. **J&L 1 Update:** Bob told the Board that the Corrective Action Plan is now complete and has been submitted for review by DEC and EPA/TSCA. This will hopefully culminate in the demolition of the building in the spring.
  - b. **Jones Center Status:** Bob let the Board know that through Heather's efforts, an error in a Green Mountain Power account for security lighting at the Jones Center was found. This has resulted in a \$10,000.00 refund. Bob said that Heather is also looking into the issue of the savings from the new LED lights that were installed late last year.
  - c. **Bryants Building:** Bob said that work was being done to close out the \$200K EPA grant that SRDC had received to assist with cleanup costs in the building. Electricity is being installed for the soil-vapor intrusion system in the south end, which would wrap up the grant, by the end of September.
    1. **Renovation Project:** Doug spoke about the new overhead door that will be installed in September. He also said that the roof drain leaders are ready for hook up, and the contract for the inside wall is ready to be signed.
  - d. **Windsor Riverfront Project:** Paul said that there are still a few minor projects that need completing. The largest obstacle is the design of the front porch to be FEMA compliant. Once completed, Paul said that the property will receive a certification that will allow for greater mortgage flexibility and lower flood insurance costs.
  - e. **CRDC/WIC/SRDC Transition:** Bob said that it appears CRDC has provided everything that the State has needed to wrap up the CAP for the site. Bob said that once ANR completes their review, it will continue up to the Governor's office. The anticipated timeline from that point is 5 – 6 weeks.

1. Goodyear Tenant: Paul said that he has been working, with CRDC's blessing and assistance, on securing a tenant for the Goodyear property. It's a wire company that is bringing back some of the employees from a similar company that used to be in the building.

f. Park Street School/ Southern Windsor County Incubator:

1. Bob told the Board that the announcement for the Kauffman grant and the project website should be during the week of September 10<sup>th</sup>. He and Matt presented the Park Street conceptual plans to the Selectboard last month.

5) Other Business:

- a. Economic Development District Update: Bob said that the EDD contract has been executed for FY19 and we should be receiving our first payment soon.
- b. "Stronger Communities" Grants – Springfield, Chester & Windsor Updates: Bob said that Chester is moving forward with a Porsche car and BMW Motorcycle show over Columbus Day weekend. They are working on doing several community events over the course of the year. Springfield did a mock "Bump Out" to show where the potential curb extensions would go in the downtown area. Based on feedback, the designs will be modified slightly before construction begins this fall. Bob said that he and John attended a "Better Connections" committee meeting last month in Windsor. The committee's plan needs to be completed and submitted by December.
- c. Board Member Resignation: Bob announced to the Board that Barbara LeMire regrettably submitted her resignation as a Board member, due to her work commitments. A motion was made by Dale to accept the resignation of Barbara LeMire, seconded by Bob Kendall. So moved.
- d. Annual Meeting Date and Location: Bob asked about potentially holding our Annual Meeting in late October. The board decided to schedule the event for October 30<sup>th</sup> at the Newsbank Conference Center in Chester.
  - 1. Nominating Committee: President Doug Gurney appointed Bob Kendall and Rick Bibens to the Nominating Committee.

- 6) Executive Session: A motion was made by Rick Bibens to go into Executive Session at 8:34 am seconded by Bob Kendall. So moved.

A motion to come out of Executive Session at 8:59 am was made by Bob Kendall, second-John Tansey. So moved

No action was taken out of Executive Session.

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

Respectfully,

Sandy Clifford