

**SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION**  
**BOARD OF DIRECTORS' MEETING**  
December 19, 2017  
SRDC Conference Room  
8:00 am

**MEETING MINUTES**

**Present:** Doug Gurney, Patti Putnam, Mark Tanny, Bob Kendall, Rick Bibens, Barbara LeMire, Caitlin Christiana, Bob Flint, and Paul Kowalski

**Absent:** Jason Thom, John Tansey, Kristi Morris, Dale Williamson

President Doug Gurney called the meeting to order at 8:04 a.m.

- 1) **Review of minutes from November 28, 2017:** Rick Bibens made a motion to accept the minutes from November 28, 2017, seconded by Bob Kendall. So moved.
- 2) **Review of Financials from November 2017:** Rick Bibens asked Bob for more information on the Accounts Receivable. Bob said that most of that has been resolved since the end of November. Bob Kendall made a motion to accept the November financials, seconded by John Tansey. So moved.
- 3) **Executive Director's Report:** Bob stated that items from his report would be covered throughout the meeting and in Executive Session.
- 4) **Old Business:**

a. **J&L 1 Update:**

1. **BERA- Permit Issues:** Bob Flint told the Board that he, Tom Kennedy and Trey Martin met with Diane Snelling who heads the Natural Resources Board that oversees Act 250, along with her counsel. We are waiting on feedback from subsequent conversations, but may be looking to introduce legislation to clarify statutory language that covers this situation.

2. **Rec. Center Parking:** Bob informed the Board that the Town asked for a more specific agreement between SRDC and the Southern Vermont Recreation Center Foundation in regards to the shared parking at J & L for the Edgar May Health & Recreation Center. SRDC has allowed Rec. Center parking since the facility was built and Bob sent a letter affirming that this arrangement can continue until J & L is redeveloped and that the intent is to continue shared parking in this area.

3. **TIF District Request:** Bob updated the Board on a phone call he had the other day with Springfield Town Manager Tom Yennerell and White & Burke, who the Town has retained to assist with developing a feasibility study for a potential Tax Increment Financing (TIF) District. Bob said that we are being asked if we are comfortable including the J & L and Bryants properties in the proposed TIF District. He said it would be his recommendation to allow this without committing SRDC to any expectation of use of potential TIF funding. The Board agreed with this position and Bob will notify the Town that it's ok to extend the proposed District.

b. **Jones Center Status:**

1. Lighting Project: In Heather's absence, Bob updated the Board on the Efficiency Vermont lighting program at the Jones Center. SRDC has fronted the initial cost of 55 LED light fixtures and will be reimbursed by Efficiency Vermont. Bob LaPlante is working hard to complete the installations. We expect to see a significant savings on our electrical bill.

2. Tenant Update: Bob told the Board that there has been no change in the tenant status. An expansion proposal was presented to one tenant, but as of this time, we have not received a response.

c. Bryants Building:

1. Renovation Project: Doug explained the project to secure the south end of the building, to repair the roof and build a new interior wall. He gave an overview of the various options for the wall and said that the current thinking is to use part of an existing wall and adjust the northern boundary a bit. This will allow more resources to be used for other needs of the space.

d. Windsor Riverfront Project: Paul Kowalski provided an update on the Riverfront project including the latest with the house on Jarvis Street. Paul said that he met with a surveyor and an appraiser at the site yesterday. WIC is trying to understand the potential market value before making a decision on leasing or trying to do a lease to purchase with an occupant when the house is completed this winter.

e. CRDC/WIC/SRDC Transition:

1. CRDC Real Estate Information: Bob that the Phase 1 assessments and BRELLA applications have been submitted on both sites. We are waiting for DEC feedback and approval, then WIC can move forward with the closing later this winter.

2. CRDC RLF Transfer status: Bob said that Paul is working with EDA on the mechanics of the transfer of this RLF. Since it was capitalized with Federal funds, there is a formal process to allow it to be shifted to another organization.

3. CRDC/Cone Solar Projects: Bob told the Board that another solar developer had proposed several projects in Windsor, including one at the former Cone Blanchard site, that could take all of the available transmission infrastructure in downtown. This would potentially negatively impact the proposed solar array at the former Goodyear site, which would mean that the asbestos debris piles couldn't be removed.

f. Park Street School Update: Bob told the Board about a meeting yesterday with around 35 people who were interested in a potential film/innovation center as part of the Park Street project. Bob said that it was an interesting mix of people and the conversation was exciting and might lead to something. Caitlin Christiana also attended and spoke to the Board on how well she felt the meeting went.

5) Other Business:

a. Economic Development District Update: Bob said that Heather was working on a comprehensive "Emergency Plan" for businesses. Barb

LeMire has been assisting with this. The plan is to have something available by the beginning of the new year to during our business visits. Bob also he has been speaking regularly with EDA to discuss possible funding opportunities for projects in the region.

- b. “Stronger Communities” Grants – Springfield, Chester, & Windsor Updates: Springfield’s public meeting earlier this month at the Hartness House was well attended and had a positive tone. Bob spoke to the audience about the Park Street project and Caitlin presented the three new videos that focus on Springfield’s gigabit connectivity. Chester has also completed their project and will now ask the Selectboard to close the committee that was responsible for the Master Plan and to reappoint a new committee to execute the Plan. The Windsor project has been a bit slow getting out of the gate, but Bob said that State agencies involved with this grant are pushing to get this moving forward.
- c. Southern Windsor County Incubator Update: Bob said that the Incubator Board had met yesterday. He said that the SWCI will be involved directly in the potential Park Street project, including assisting with predevelopment funding.
- d. Investor Club: Bob talked to the Board about a recent meeting he had with Jeff Graham and Bill Niquette to develop an idea for an “investor club”, which could be used for at-risk funding to help drive potential projects in the region. We are going to try to put together a small group early next year to further discuss this concept.
- e. Legislative Update: Bob shared a overview of the upcoming session that the RDC’s had received from Downs Rachlin Martin. It identified some of the key issues that are expected to be addressed, including a possible increase to the minimum wage.

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

A motion was made to come out of Executive Session at 9:40 am by Bob Kendall, seconded by Barb LeMire. So moved.

A motion was made by Mark Tanny to approve the Designee Option agreement, seconded by Patti Putnam. So moved.

A motion was made to authorize Bob Flint to submit an application to the Town of Springfield for a \$25,000 RLF to support the Park Street Project, seconded by Patti Putnam. So moved.

7) Adjourn: The meeting was adjourned at 9:33 am.

Respectfully submitted,

Sandy Clifford

Next Meeting – January 23, 2018