

SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION
BOARD OF DIRECTORS' MEETING

Tuesday, January 31, 2017
SRDC Conference Room
8:00 am

RECEIVED

FEB 27 2017

MEETING MINUTES

Present: Dale Williamson, John Tansey, Bob Kendall, Mark Tanny, Carlin Christiana, Kristi Morris, Bob Flint, Heather Hartford, and Paul Kowalski.

Absent: Barb LeMire, Doug Gurney, Jason Thom, and Sam Coleman

In the absence of President Doug Gurney, Executive Director Bob Flint ran the meeting. Meeting called to order at 8:00 am.

- 1) **Review of minutes for 12/20/16:** Motion to accept the minutes of the December 20, 2016, as written was made by John Tansey, seconded by Bob Kendall. So moved.
- 2) **Review of December Financials:** Motion to accept the December 20, 2016, Financial report as submitted was made by Bob Kendall, seconded by Dale Williamson.
- 3) **Executive Director's Report:** Bob said items would be covered during the meeting.
- 4) **Old Business:**
 - a. **J & L 1 Update:**
 1. **BERA Update:** The group will meet in the near future.
 2. **EPA Involvement:** Bob Flint informed the Board that the EPA removals program is looking at tentatively doing approximately \$360,000.00 worth of work on the grinding swarf along the riverbank and in removing some existing barrels that remain on site. Bob, Heather, and Dan Voisin, of Stone Environmental, conferred on what the best option would be on where to use the remaining money from the original EPA Grant. The decision was made to remove the boiler house from the premises. Bob said that we are continuing to work with EPA and DEC on this process.
 - b. **Jones Center Status:**
 1. **Building Renovations:** Heather updated the Board on the progress and completion of projects that have occurred. The overhead door is in place on the north end and an air curtain will be installed in the very near future. On the Clinton Street side, the new ramps are in place and railings will be put on the middle ramp in the next few weeks. The water leak issues have all been rectified. Heather said that the valves, which were original, have been replaced in that area of the building. She said that, now, Bob LaPlante can shut off the water main from inside the building if the need arises in the future.
 - c. **Bryants Building:** Bob stated that Imerys has reduced the amount of space they are leasing for storage as their Ludlow project progresses. He said that we expect they will be out of the area by the end of April. They have expressed an interest in ongoing leased storage space at the Jones Center

Bob also that the loan application has been submitted to VEDA for the south end renovation work.
 - d. **Windsor Riverfront Project:** Paul and John updated the Board on the Jarvis Street project. WIC purchased two empty Jarvis Street area properties, which are located in a flood plain, on November 30, 2016. Paul stated that we are working with Heritage Engineering to see how the two properties can be elevated (above the flood level) and to determine what's needed for foundation and structural repairs. They will be presenting

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their renderings within the next few weeks.

1. SRDC role with WIC: Paul and John spoke to the Board on the new role SRDC will have in working with WIC. WIC recently reviewed and changed some of their written policies. At the recent WIC Board of Directors meeting, SRDC was assigned the role of Executive Director for the organization. Bob's appointment will help some processes move along in a timelier manner. John Tansey stated that WIC needed some of the operational capabilities that SRDC has. He also stated that WIC has evolved from coordinating and planning to becoming an operational entity. Bob noted that the policies WIC adopted, specifically financial oversight, mirror ones used by SRDC. He also said that Paul, John, Cynthia Porter, and himself all worked together on this process, which would be good for both SRDC and WIC.

e. CRDC/WIC/SRDC Transition: Bob provided a brief update on the transition of the CRDC real estate to WIC and the RLF to SRDC, which is expected to take place before the end of the year.

5) **Other Business:**

- a. Economic Development District: Bob said that one of the EDD tasks that we were working on with SWCRPC is studying ways to improve grand list values in our area towns. He said that a report would be completed by the end of June.
- b. "Stronger Communities" Grants – Springfield & Chester Update: Bob said that the Springfield project would likely be completed by late spring. The expectation is that the plan will propose a variety of potential projects, ranging from a riverwalk on River Street to a possible roundabout by the SRDC office. He said that Chester held a public hearing recently to get input for their potential plan, which is still in the development stage.
- c. Legislative Issues: Bob said that Gov. Scott has proposed merging the Department of Labor with the Agency of Commerce & Community Development into what would be a new "Agency of Economic Opportunity". He said that the initial legislative reaction has not been supportive.
- d. Board Appointment: Bob indicated that there still was an open Board seat. Bob Kendall made a motion to appoint Patti Putnam, of Mascoma Bank, to fill this position. Motion seconded by Mark Tanny. So moved.

6) **Executive Session:** A motion was made at 8:40 a.m. by Bob Kendall to go in to Executive Session, seconded by Dale Williamson. So moved

A motion was made to come out of Executive Session at 9:09 a.m. by John Tansey, seconded by Bob Kendall. So moved.

No action taken out of Executive Session.

The meeting was adjourned at 9:10 a.m.

7) **Adjourn**

Respectfully submitted,

Sandy Clifford

Next Meeting – February 28, 2017

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