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Springfield Regional Development Corporation
Meeting Minutes
October 27, 2015
800am

OFFICE OF THE MANAGER

Present: Doug Gurney, Patti Putnam, Bill Dakin, Bob Kendall, John Tansey, Jason Thom, Mark Tanny, Caitlin Christiana, Paul Kowalski, and Bob Flint.

Absent: Sam Coleman, and Tom Kennedy. The meeting was called to order at 8:06 am by Doug Gurney.

- 1) Review of Minutes for September meeting: Motion made by Patti Putnam to accept the minutes as written, seconded by Bob Kendall. So moved.
- 2) Review of September Financials: Motion made by Patti Putnam to accept the financials as written, seconded by John Tansey. So moved.
- 3) Executive Director's Report: Bob reported that having Cynthia Porter here one day a week is working out very well and has helped free him up more. Cynthia and Sandy have done a good deal of cleaning out and reorganizing.
- 4) Old Business:
 - a. J & L 1 Update:

Grant Activities: No further news on this front. The grant was extended for a year.

BERA: The first BERA meeting went very well according to both Doug and Bob. The second meeting is scheduled for tomorrow, October 28, 2015, here at the SRDC offices.

Lot Appraisal: Bob reported that we do have an appraisal on the parking lot across the street from J & L and there is an interested potential purchaser. This item will be discussed further in Executive Session.

b. Jones Center:

Lease Authorization: Bob said that the prospective tenant, we have been working with, will likely be renting more space than originally thought. He said that the expectation is that it will end up around 17,000 square feet with a lease beginning some time this winter. PCM is in negotiations about their cable assembly business with an area firm. It would remain in the current space at the Jones Center. Bob asked for a motion to authorize him to proceed with new leases for this space. Motion made by Bill Dakin, seconded by Bob Kendall. So moved.

Possible VEDA Application Authorization:
No documents were ready today but Bob said will be asking the Board to authorize applications to VEDA for loans on both the Jones Center and the Bryants building at the November meeting.

c. Bryants Building:

VEDA Loan: Bob and Doug discussed the list of items, exterior and interior, that would be funded under a VEDA loan. The hope was to make an announcement at the Annual Meeting, but it won't come together before then.

- d. DCGBR2 Grant: Paul said that he has been working tirelessly at this. He said that he is hustling to get the remaining projects into requisition before the end of the month deadline.

5. Other Business :

Regional Educational Facilities: Bob said that there is some movement by VTC to absorb some of the space and function of Vermont Interactive Television at the Dean Center.

Economic Development District: Bob reported that the EDD FY16 grant was just approved. He said that we will need to move quickly as the work needs to be completed by June, 2016.

CRDC Discussion: This will be discussed in Executive Session.

Annual Meeting: The Board was reminded about the Annual Meeting on 11/10 at 4 pm at Table 19/Crown Point Country Club. Doug had previously appointed Bill Dakin and Bob Kendall to serve as the Nominating Committee. Bill and Sam Coleman's terms are up and Sam is eligible to serve another term.

Request for MOU with Town of Springfield: Kristi gave an overview on the work that the Select board is doing and the desire to have an MOU between SRDC and the Town of Springfield. He said he felt this would provide security about funding in the budget and would be a useful tool to help the Town and SRDC work more closely together.

6. Executive Session: A motion was made to go into Executive Session by Bob Kendall at 8:46, seconded by Bill Dakin. So moved. A motion to come out of Executive Session at 9:18 am was made by Mark Tanny, seconded by Bob Kendall. So moved. Doug Gurney adjourned the meeting at 9:19 am.

Respectfully Submitted,

Sandy Clifford

NEXT MEETING : Tuesday, November 23, 2015