

**SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS' MEETING**

Tuesday, June 28, 2016  
SRDC Conference Room  
8:00 am

**MEETING MINUTES**

**Present:** Doug Gurney, Patti Putnam, Bob Kendall, John Tansey, Dale Williamson, Kristi Morris, Bob Flint, Heather Hartford, Paul Kowalski

**Absent:** Caitlin Christiana, Jason Thom, Sam Coleman, Tom Kennedy

The meeting was called to order at 8:00 am by Doug Gurney, President.

- 1) **Review of minutes for 4/26/16:** Motion to accept April Minutes as submitted, made by Patti Putnam, seconded by Bob Kendall. So moved.
- 2) **Review of April & May Financials:** Motion to accept the April & May Financials as submitted, made by Patti Putnam, seconded by Bob Kendall. So moved.

**FY 17 Budget:** Bob stated that this budget may be amended as it does not show income from the Blake Hill project and the WIC/Windsor amount may be adjusted upwards during the year, both of which would increase the total income. Bob Kendall made a motion to approve the proposed FY17 budget, seconded by John Tansey. So moved.

- 3) **Executive Director's Report:** Bob shared that we have received several calls from people in Chester related to their Village Center designation and the application for potential tax credits. We assisted by answering questions and providing guidance that resulted in at least two applications being submitted from the community.

He also said that he met with the consultants working for the Town of Springfield for their Strong Communities grant. Both Springfield and Chester received this grant. Chester is still in the decision process for their consultant and Bob said that he would serve on their steering committee, along with Jason Rasmussen from the RPC.

4) **Old Business:**

- a. **J & L 1 Update:** Bob and Heather said that the EPA Removals team is in Springfield this week, taking sample along the riverbank and in the river, related to the former grinding swarf. They are also doing asbestos sampling in the building.

1. **BERA Update:** There was a meeting last week of the three consulting firms that are working on the demolition and remediation plans. There will be another meeting tomorrow with Trish Coppolino of DEC in attendance. There are concerns about the ability to do assessment work needed prior to demolition given the condition of the building.

b. **Jones Center Status:**

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**David Jaacks' Project:** Heather reported that David Jaacks was on a short-term lease for 6,000 square feet of space while his financing is still under consideration.

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She and Bob are working with him on the space he will lease once that is approved.

2. VEDA Financing: Bob said that we have pretty much finalized the list of building needs that we will finance through VEDA, working with Robin Sweetapple. He said that we intend to submit the application in the near future, to coincide with David Jaacks financing being approved.

c. Bryants Building: Bob and Doug said that they are still working with Robin to finish the scope of work for the south end of the building. They said that we need to determine footings for the new wall for the northern portion of the south end of the building, once it's separated from the main structure.

d. Blake Hill Preserves Project:

1. Construction Status: Bob stated that all is going well, but Osgood Construction has some work left to do. The target date for general completion is first week of August. Bob and Heather said that EF Wall has done a great job keeping everything running smoothly.

e. WIC/SRDC Management Agreement: John Tansey and Bob reviewed the tentative agreement, which was in the packets for review. Cynthia will be providing the financial oversight and Paul, primarily, will assist with administrative support. A Motion was made by Bob Kendall to approve entering into the Agreement, seconded by Kristi Morris. So moved

5) Other Business:

a. Economic Development District:

1. FY17 Workplan: Bob said that the ECVEDD has submitted its application to EDA for FY17 and waiting for their response.

2. FY16 Deliverables: Bob reviewed the Workforce Study and Business Climate survey that had been sent to the Board and there was a discussion about some of the challenges identified in the reports by area businesses.

6) Executive Session A motion was made to go into Executive Session at 8:38 am by Bob Kendall, seconded by John Tansey. So moved.

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

No action taken out of Executive Session

7) Adjourn Doug Gurney adjourned the meeting at 9:01 am.

Next Meeting – July 26, 2016

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