

SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION
BOARD OF DIRECTORS' MEETING

Tuesday, November 22, 2016
SRDC Conference Room
8:00 am

RECEIVED

DEC 16 2016

OFFICE OF THE MANAGER

Meeting Minutes

Present: Dale Williamson, Barbara Lemire, Bob Kendall, Jason Thom, Kristi Morris, Bob Flint, and Paul Kowalski.

Absent: Doug Gurney, Mark Tanny, John Tansey, Sam Coleman, Caitlin Christiana, Tom Kennedy, and Heather Hartford.

In the absence of President, Doug Gurney, Bob Flint called the meeting to order at 8:00 am. Bob welcomed Barb Lemire of Peoples Bank to the Board. Barb was elected as a new Board member at the Annual Meeting.

- 1) **Review of minutes for 10/25/16:** Motion to accept the October 25, 2016 minutes as written, was made by Bob Kendall, seconded by Dale Williamson. So moved.
- 2) **Review of October Financials:** Motion to accept the October 2016 Financial Report was made by Paul Kowalski, seconded by Jason Thom. So moved.
- 3) **Executive Director's Report:** Bob thanked Jason for his continuing support and assistance with marketing needs. They will continue to work together on the new website project.
- 4) **Old Business:**
 - a. **J & L 1 Update:**
 1. **BERA Update:** The consultant team met earlier this month and are working to finish up their reports by year-end. Bob reported he met with a specialist from the state about the potential impact to the bat population of building demolition. He said that the meeting went well and that there are no issues of concern.
 2. **EPA Involvement:** Bob said that the EPA Removals program was back at the site a few weeks ago and that he would be meeting with Alan Peterson of EPA/Region 1 tomorrow.
 - b. **Jones Center Status:**
 1. **Building Renovations:** Bob said that the paving around the newly installed ramps took place last week. We are waiting on the State permit to do the loading dock door on the north end. The walls in the Konrad space were deep cleaned last weekend and one of the two boiler stacks was replaced last week. A good deal of interior electrical work has also been completed. Bob said that Heather has been coordinating this project and keeping things running smoothly.
 2. **Konrad Ribbon Cutting:** Congressman Welch and the Mamava representatives will be here on December 12, 2016, at 10:45 a.m. for a ribbon cutting ceremony. Bob encouraged all Board members to attend, if possible.
 3. **Konrad Lease Addendum:** The company will be adding an extra 2,400 square feet to

their current space to accommodate a new printing unit. Bob said that we have negotiated a lease addendum that would add the new space at the current rate until March, at which time it would be assessed at the same per square foot rate. Konrad's square footage would now be roughly 20,000 sf. A motion was made by Bob Kendall to authorize Bob Flint to execute the lease addendum, seconded by Jason Thom. So moved.

- c. Bryants Building: Bob said that we believe we have the issues with the roof and new interior wall sorted out that we should have a draft from Robin for approval at the December meeting.
- d. Windsor Riverfront Project: Paul gave an overview of this project for the Board. He explained how the homes in the Jarvis Street area are in rough condition and are unable to have repairs financed, given the flood plain status for that part of the community. WIC's intention is to purchase 2 of these homes, which are currently empty, and raise them above flood plain elevation as well as bringing them back into shape, to serve as an example for others in that neighborhood about what can be accomplished. WIC is using Town loan funds for this project and Paul/SRDC has been providing support to WIC. Paul said that the property closing would be next week.
- e. CRDC/WIC/SRDC Transition:
 - 1. CRDC/SRDC RLF Option Agreement: A motion was made by Bob Kendall to authorize Bob Flint to execute an option to purchase agreement with CRDC for their Revolving Loan Fund, seconded by Dale Williamson. So moved.

5) **Other Business:**

- a. Economic Development District: Bob and Kristi attended the meeting last week and the EDD Board will meet in December. Bob has a call with EDA on Monday regarding new requirements.
- b. "Stronger Communities" Grants: Bob and Kristi spoke about the public event at the Hartness House for the Springfield project and Bob thanked Caitlin for her work in putting the event together. Bob also said that the Chester grant project is beginning and he was part of the first Steering Committee meeting last week.
- c. Legislative Issues: Bob shared the current list of proposals to help make up the expected \$70 million/year gap in funding to support the "Clean Water Act". The list included over 30 fee and tax increases that will be considered by the Legislature this session.

Executive Session: Bob Kendall made a motion at 8:40 am to go into Executive Session, motion seconded by Jason Thom. So moved.

A motion to come out of Executive Session at 9:04 am was made by Bob Kendall, seconded by Jason Thom. So moved.

No action taken out of Executive Session.

- 7) **Adjourn**: The meeting was adjourned at 9:05 am.

Respectfully Submitted,

Sandy Clifford

Next Meeting - December 20, 2016 (NOTE THE DATE!!!!)