

RECEIVED

Springfield Regional Development Corporation APR 24 2015
Meeting Minutes
March 24, 2015
8:00 am

OFFICE OF THE MANAGER

Present: Doug Gurney, Patti Putnam, John Tansey, Bill Dakin, Mark Tanny, Bob Kendall, Kristi Morris, Paul Kowalski, Jenevieve Johnson, and Bob Flint.

Absent: Jason Thom, Sam Coleman, and Tom Kennedy.

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

1. **Review of Minutes for December, 2014 meeting:** The Board did not meet in January and there was not a quorum for the February meeting. A motion made by Bill Dakin to accept the December minutes as submitted, seconded by Patti Putnam. So moved.
2. **December, January and February Financials:** The financials were reviewed and Bob indicated the organization was in good shape. A motion was made to accept the financials as submitted, seconded by Bob Kendall. So moved.
3. **Director's Report:** Bob reported that SRDC had cosponsored two workshops in the past month, which were both well-attended and very valuable.
4. **Old Business:**
 - a. **J & L 1 Update:**
 1. **Next Steps:** Doug said that he worked with Trish Coppolino/DEC on determining the extent of the grinding swarf area along the riverbank. The area appears to not be as extensive as previously thought. Doug figured the area was 100 x 50 ft. and digging would have to go 2-3 feet deep. Although it's not a large area, there are many trees in the way.
 2. **EPA Grant Activities:** The project will be put out to bid, with a contractor selected in May. This is being funded through the remainder of the EPA grant.
 - b. **Jones Center Status:** Bob said that Heather Hartford has been doing a great job at selling the materials leftover by the previous tenant and organizing the space. We are working with a prospect that is actively looking at some of that square footage.
 - c. **Bryants Building:** The building survived the winter. However, Bob and Doug said that there are areas that are increasingly vulnerable. They met with Stone Environmental recently to see about drafting a Corrective Action Plan for the ends of the building. With funding, work can begin and those spaces could be useable by winter.
 - d. **Park Sign:** Mark Tanny said that the sign is now completed and looks great. He reminded Bob that search engines will need to be updated for site optimization and geographical location with the "new" park name. The Board thanked Mark for his hard work on this project!
 - e. **CDBG-DR2 Grant:** Paul stated that there have been some personnel changes at BDCC, but that things are running more smoothly for them, and us, with this project. Paul explained the

HUD-mandated changes to the environmental review process, which has slowed down the grants significantly.

5. Other Business:

- a. **Regional Educational Facilities:** Bob shared the challenges that RVTC has been having with its budget, due to issues related to Fall Mt's ability to send students to RVTC instead of Keene. Bill Dakin suggested a joint meeting between the RVTC and SRDC Boards to discuss workforce development in the region.
 - b. **Economic Development District:** Bob said that we would have a site visit next week related to compliance with our EDD grant agreement, including ensuring that all company policies are current. Paul has been working on updating and adding to what is currently in place.
 1. **CEDS Update Progress:** Bob updated the board on the work that SRDC has been doing to update data from the 40-town EDD region for the update of the existing CEDS. He shared a preliminary look at the number of households on public assistance in some of the communities in the SRDC service area.
 - c. **Legislative Session:** The RDC's of Vermont publicly expressed their support of S.138, an economic development bill drafted by the Senate Economic Development Committee. As passed by the committee, Bob said that this bill includes a variety of potentially useful ways to stimulate the State's economic development.
 - d. **WIB Appointment:** Bob reminded the Board that SRDC nominates private-sector representatives to the River Valley Workforce Investment Board. Bill Dakin motioned to appoint Suzanne Groenewold of Rockingham as a member of the WIB Board. Motion seconded by Bob Kendall. So moved.
 - e. **SRDC Policies:** A motion was made by Mark Tanny to approve the following policies as drafted: Accounting Practices and Procedures, Conflict of Interest, and Procurement. Motion seconded by Bill Dakin. So moved.
 - f. **SRDC Website:** Jason Thom has been working on designing a new SRDC website. Bob and Sandy will be meeting with Jason soon to review the work to date.
6. **Executive Session-** A motion was made to go into Executive Session at 8:44 am by Bill Dakin, seconded by John Tansey. So moved.

A motion to come out of Executive Session was made by Bill Dakin at 9:20 am, seconded by Mark Tanny. So moved.

Doug Gurney adjourned the meeting at 9:21 am

NEXT MEETING: Tuesday, April 28, 2015

Respectfully Submitted,

Sandy Clifford
Office Manager