

SPRINGFIELD REGIONAL DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS' MEETING

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

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MEETING MINUTES

OFFICE OF THE MANAGER

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

**Absent:** 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 1/22/16:** Motion to accept January Minutes as submitted made by Bob Kendall, seconded by Patti Putnam. So moved.
- 2) **Review of January and February 2016 Financials:** Motion to accept the January and February Financials as submitted made by John Tansey, seconded by Patti Putnam. So moved. Bob mentioned that he and Cynthia have started work on the FY17 budgets, which they will be meeting with Mark and Bob to review, for consideration in May and adoption in June.
- 3) **Executive Director's Report:** Bob noted that several spring workshops and events were coming up that SRDC is cosponsoring, including the River Valley Employment Fair on 4/27. We are still reaching out to employers that wish to participate.
- 4) **Old Business:**
  - a. **J & L 1 Update:**
    1. **BERA:** The BERA meetings have been put on hold while work continues on updating the CAP and other associated plans.
    2. **EPA Involvement:** Bob reported that EPA is still considering directly performing some of the site cleanup, specifically the "grinding swarf" area along the river. He expects they will be on site doing testing in April.
  - b. **Jones Center Status:**
    1. **New Tenant:** The potential new tenant status is still pending. The prospect is in the process of purchasing an existing business in the region and would be incorporating that into his operation at the Jones Center. We are now looking at use of over 25,000 sf of space. Bob noted that we do not have a signed lease yet. Occupancy could be as early as June or July.
  - c. **Bryants Building:**
    1. **Asbestos Work:** Dec-Tam will begin the removal of asbestos from the building, starting on the week of 4/11. While this is going on, Melanson out of Keene is working on the roof. Doug and Bob updated the Board on the logistics, including the installation of temporary electricity for that end of the building.

2. Historic Preservation: Bob and Doug reviewed the proposed space plan that has been submitted to the Division of Historic Preservation for review. Bob indicated that we have received permission for emergency demolition inside the south end, to prevent further damage from a roof breach in that area.

3. Bank Account Authorization: A motion made by Bob Kendall, seconded by John Tansey, to approve a corporate resolution to establish a checking account at River Valley Credit Union. So moved. This account would be used for the Bryants project.

d. Blake Hill Preserves Project:

1. VEDA Financing: The VEDA Corporate Resolution needs to be redone again. A closing is not expected in the near future.

2. Construction Status: E. F. Wall has become the General Contractor. A site meeting will take place this week to make sure all is running smoothly with coordination of the project.

e. CRDC/WIC/SRDC Discussion: John and Bob indicated that SRDC continues to provide help to WIC in their work to potentially acquire the Former Goodyear property in Windsor. The plan would be for SRDC to manage the property and buildings after the purchase has been completed by WIC. A transition is possible later this year.

5) Other Business:

a. Economic Development District:

1. Spring Workshop: The Spring EDD workshop will be May 19<sup>th</sup> in Hartland. Bob said that more information would be forthcoming.

2. FY16 Work to Date: We have received about 40 responses from our survey. Bob will be interviewing ten companies in the near future. We are also finishing up the complete housing study for the EDD region, as well as undertaking a workforce study, which will be completed by June 30<sup>th</sup>.

b. Vermont Futures Meeting: SRDC is sponsoring a regional Vermont Futures a public discussion about the Vermont economy on Friday, May 13<sup>th</sup>, from 8 – 10 am at the Newsbank Conference Center on Main Street in Chester. The event is for businesses and residents of Southern Windsor County.

6) Executive Session: Motion made by John Tansey at 8:31 am to go into Executive Session, seconded by Mark Tanny. So moved. A motion was made at 8:54 am by Mark Tanny to come out of Executive Session, seconded by Bob Kendall. So moved.

Doug Gurney adjourned the meeting at 8:55 am. Next Meeting: May 24, 2016

Respectfully submitted,

Sandy Clifford