

Pittsfield Economic Development Authority

Meeting Minutes

October 10, 2012

In attendance were Acting Chairman Mick Callahan, Gary Grunin, Christina Barrett, George Whaling, Mike Filpi, Pam Green, Larry Tallman, Board Members.

Also in attendance were Beth Goodman, Legal Counsel, Tony Dobrowolski, Berkshire Eagle, Cory Thurston, Executive Director, and Donna Cowan, Executive Assistant.

I. **Administration**

a. Call to Order

Acting Chairman Mick Callahan called the meeting to order at 8:00 AM.

b. Approval of September 12, 2012 Meeting Minutes

**There was a motion to approve the meeting minutes, seconded and carried.**

II. **Committee Reports**

Executive Committee- Office Sublease- Board authorized the negotiations/ratification vote on Sublease. Mike Filpi wanted to know who would be responsible for any liability. Nuclea has to carry own insurance. George wanted to know if this was OK with GE and when do we anticipate the start of construction. Cory stated everything was OK with GE and all building permits are in place so construction would start ASAP. Mr. Whaling wanted to know the publicity on this project, and Mr. Thurston told him NUCLEA would be answering all press questions. Cory stated that upon completion of the leases space, we would be holding an open house and tours of the property, tentatively around November 1<sup>st</sup>.

**There was a motion to approve the sublease, seconded and carried.**

Sub Committees- Mick thought it would be a good idea to start forming sub committees, given the new board members diverse backgrounds. He would like to schedule a meeting the 3<sup>rd</sup> or 4<sup>th</sup> week of the month. He asked the board members to find interest in a particular committee and have them formalized by the end of the month. With all that is happening, Mick feels that it would be beneficial to break assignments into responsible pieces. Mike Filpi inquired about the tenant relations committee. Mick said that it was swept aside, and Cory thought it would be a good idea to reactivate.

Life Sciences- Cory said that there will be a presentation of the draft vision statement next month, that they are working with the partner colleges and Nuclea to finalize the presentation to the state for funding.

Special Projects- Pam reviewed the committee meeting on the NPDES permit. She stated that the EPA still considers us an industrial site, so therefore we have chosen to withdraw our permit application. We are still obligated to do our testing and reporting, and we are waiting on a response on our withdraw letter. Gary asked what would happen if they insist we need a permit. Cory said that we will cross that bridge if it happens. He said that there

are eleven categories of permitting and that we do not believe we fall into any of them. Gary's concern is that if we are denied and have to hire an attorney that it would be costly. Our goal is to keep our costs at a minimum, and that we would look at our options if denied, maybe even turning this over to the City. George asked about the costs for testing and Cory said \$1000 a month now but the draft permit would jump those costs to over \$4000 a month.

Finance- No finance report.

Marketing- First week of November. George wanted to know who was currently engaged in marketing. Cory said that Regina Burgio and Suzanne Engells. George felt it would be a good idea to include them in the meeting.

### **III. Executive Director's Report**

Silver Lake Shoreline Land Takings- Two parcels being transferred by eminent domain. The appraisal had been received and the property accessed as having no value due to it's contamination, therefore, no money is required for the State. Beth Goodman explained the Order of Taking and the public notice process. After 30 days, the Order of Taking will be recorded.

**Christina made a motion to approve the Order of Taking, Mike Filpi seconded the motion. The vote was unanimous.**

Previously approved by the Executive Committee, the GE Amendment to PEDAs Master Lease and the Sub Lease with Nuclea were presented for review. Chairman Callahan highlighted the significant changes in the documents and informed the board that all the elements were in order including written approval from GE and the necessary insurance certificates. Thurston stated that, once ratified by vote of the board, he would execute the closing documents and construction would commence. George wanted to know if Nuclea will be paying for their own utilities, and Cory said they will have their own meter.

**Christina made a motion to approve the authorization vote regarding the GE Lease Amendment and the Nuclea Sublease, Mike Filpi seconded the motion. The vote was unanimous.**

Updates- City Council voted to execute the subordination agreement for the 20's, at last evenings meeting. Thurston, that he'd have to return to the City Council for similar action for the Woodlawn bridge and teens area, once those ERE's were amended.

Bridge- deadline for design comments is October 16<sup>th</sup> followed by a resolution meeting on October 24<sup>th</sup>. The next step is a DOT public hearing in Pittsfield then the design will advance to the 75% stage. Actual work may begin as early as the first of the year. Mick wanted to know if they were going to do a pedestrian walk, lighting and landscaping. Cory said yes, but the only downside was that they have to dig up some of the previous work in order to adjust the grade of the road but when finished it will have a identical look regarding curbing and

lighting. Mick stated that we need appropriate curb cuts and we should get that into planning. Pam mentioned that she and the Mayor had attended a recent DOT meeting and the bridge had been discussed.

Mick stated that with all things that are happening, that we may need to schedule a meeting on December 12<sup>th</sup>. Cory added that, besides our Life Sciences initiative, he plans to bring a better working budget, to the December meeting for review. Being no further business, **there was a motion to adjourn at 8:48 AM, seconded and carried.**

Attorney Goodman pointed to an overlooked agenda item and the meeting was reconvened at 8:49 to review the PEDDA lease of the parking lot behind our 81 Kellogg St office. The board had received an advance copy of the document along with the building lease amendment. Thurston explained that lease had been drafted three or more years previously but never executed. With both Nuclea and Greylock Federal Credit Union using the parking area, it's very important that all of these arrangements are properly documented so as to clearly identify responsibility and mitigate unintended liability.

**Mick Callahan made a motion to approve the Parking Lot Lease, Mike Filpi seconded the motion, the vote was unanimous.**

There was a motion to adjourn at 8:51 AM, seconded and carried.