

Pittsfield Economic Development Authority
February 12, 2014

Meeting Minutes

In attendance were Chairman Callahan, Dan Bianchi, Mike Matthews, Pam Green, Christina Barrett, Patrick Reuss, Paul Dalton, Doug Crane, and Larry Tallman, Board Members.

Also in attendance was Beth Goodman, legal counsel, Cory Thurston, Executive Director, and Donna Cowan, Administrative Assistant.

I. Administration

Call to Order

Chairman Callahan called the meeting to order at 8:00 AM, reminding all present that the meeting was being both audio and video recorded. In the absence of Clerk, Colleen Hunter- Mullett, Donna Cowan was appointed acting Clerk for the meeting.

Approval of January 15, 2014 meeting minutes

There was a motion to approve the meeting minutes of January 15, 2014 as presented, seconded and carried.

II. Committee Reports

Finance – Mike Matthews stated they had a Finance Committee the day before, and that last year's expenses were down 25% and the budget was below 6%. He said they approved the budget for 2014, that there was a slight increase of \$60,000 as a result of tenant improvements. He wants to see the tenant expenses kept separate to see how much we are spending. His goal is to lengthen the field but to use the monies in the best way possible.

Cory Thurston went over some of the key highlights of the budget sheet. One being that the final draw down payment from GE has been made as per the DEDA agreement; therefore our only source of income will be coming from interest and tenants.

The auditor's will be coming on February 18th to begin field work.

There was a motion to approve the budget as presented, seconded and carried.

Marketing – Christina Barrett discussed what took place at the last Marketing Committee Meeting. She said they looked at short and long term goals, direct mailings and marketing opportunities to raise the profile of our region. The Committee reviewed the website to make sure it was user friendly and she reported that our metrics are positive and updated regularly. The next Marketing Committee Meeting will be February 20th @ 8:00 AM.

MBTA Railcar Initiative- Doug Crane reported that things are moving along in a positive direction, that the bids are due in by May 1st. He met with a manufacturing group last evening, they stated that our group is “hands down, out front, we are very proactive”, and they were very impressed. Mr. Crane wanted to praise the work of everyone involved, Cory, Doug Clark and Dave Curtis.

Cory also wanted to thank the Mayor/City Council for approving the \$1 million incentive at last evening’s City Council Meeting.

Mr. Thurston recognized that new construction is always a challenge, but efficiencies may outweigh an existing building.

Mr. Thurston mentioned that in the near future we will be getting an add/email blast out to announce the \$2 million incentive.

Pittsfield Life Science Initiative- Mayor Bianchi told the Board Members that they continue to have monthly meetings in his office to discuss different initiatives. They are waiting to hear back from Nuclea in regards to a private investment from them, and that Pat Muraca and Peter Larkin are working on a proposal.

Doug Clark stated that he is pleased with Rod Jane’s progress. So far we have received letters of intent from 11 out of 15 companies that he has reached out to, that’s a 75% batting average. He said that these companies are also willing to work on design phases and all other aspects.

Mr. Thurston stated the importance of the feasibility study. He said it reshaped our vision, gave us focal points for startups and merged creative ideas.

Mick Callahan said the synergies with Life Science and MBTA pave the way for these companies.

Mayor Bianchi dismissed himself at 8:30 AM.

III. Executive Director’s Report

Mass Development- Doug Clark stated that there have been a couple of meetings and they are concerned with the parcel on the teens. EPA regional administrator not eligible for EPA cleanup monies. They are willing to re visit the issue. The state hinted in conversation that we would be a good candidate but there are no funds. Doug said they are torn with the idea of “build it and they will come”. He questioned whether or not to spend the money for a better way of marketing the property. Secretary Bilecki said that you need to look at competing availability of existing buildings to justify this. Doug feels that we get started on this and engage them, that they are the building block that we need.

Cory said that we have a common interest with the City, and would like to see the Board endorse this.

Doug Clark said that it would cost \$54,000, to be split 3 ways, Mass Development, PEDDA and the City each contributing \$18,000. Doug said that he looked for available funds from the City, and there wasn't any and he asked if PEDDA could pay the City's \$18,000.

Mick Callahan said that there needs to be more Board discussion on this to endorse the concept.

Doug Crane wants a more detailed look at what this money will get us, too open.

Paul Dalton asked if we were competitively bidding this.

Beth Goodman stated that Mass Development is the client and we need to work something out, intergovernmental.

Woodlawn Ave Bridge- Cory stated that there has been a stumbling block between the state and CSX, and that the bidding has not gone out yet, but said that our work was done. He hopes that they can still meet the springtime construction start.

Silver Lake Blvd/East St Intersection- A petition was given to City Council in regards to the traffic difficulties on East Street. A complaint from Mountain One began this process. They stated that taking a left turn off of Silver Lake Blvd is difficult. This was referred to Traffic Commission which meets later this month.

2013 Review- This report does not have to be filed until the end of the month. The audit results will accompany it.

IV. Other Business

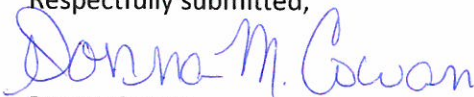
Elections- Mick Callahan encourages the Board Members to participate in sub committees. He said that he feels that we should add a Tenant/Prospect Relations Committee. He would like to see a small, nominating group in April.

Meeting Calendar- The next Board meeting is scheduled for April 9, 2014 at 8:00 AM.

V. Adjournment

There was a motion to adjourn at 8:55 AM, seconded and carried.

Respectfully submitted,



Donna Cowan
Administrative Assistant/ Acting Clerk