

Pittsfield Economic Development Authority

Meeting Minutes

81 Kellogg Street, Pittsfield, MA 01201

May 10, 2017

The following Board Members were in attendance: Chairman Mick Callahan, Pam Green, Krystle Gallo, Paul Dalton, Mike Filpi, Churchill Cotton, Christina Wynn, George Whaling, Barry Clairmont, and Doug Crane. Also in attendance were: Cory Thurston, PEDAs Executive Director, Beth Goodman, Legal Counsel, and Donna Cowan, Clerk.

I. Administration

Call to Order-Chairman Mick Callahan called the meeting to order at 8:00 am. He reminded everyone that the meeting was being audio and video recorded.

Approval of March 29, 2017 meeting minutes-

There was a motion to approve the March 29, 2017 meeting minutes by Mike Filpi, seconded and passed unanimously.

II. Committee Reports

Finance Committee- Barry Clairmont provided board members who were not present at the last meeting, the opportunity to review and ask questions on the 2016 Audit. Although the report had been presented and accepted by the Finance Committee and the board in March, there was not a voting quorum. Following discussion;

There was a motion to approve the 2016 Audit by Christina Wynn, seconded and passed. Churchill Cotton abstained from the vote due to a potential conflict.

Cory presented the first quarter financial reports that included a comparison to the same period last year. He explained the variations on the income side due primarily to the loss of lease income from Northern Construction as a result of the completed bridge construction. He also noted the reduction in CAM charges for Pittsfield Stanley Works as simply a reflection of actual costs. On the expense side, there were no unusual variations. He noted that renewal quotes for all our insurance products have been received and costs for the New Year are essentially flat.

Cory also announces that he has signed a lease renewal with Greylock Federal CU for their use of our parking lot for another year. Effective June one their rate increases by 2%.

Paul Dalton made a motion to approve the first quarter financials, seconded and passed unanimously.

Nominating Committee- Krystle Gallo announced the nominations for board officers for the upcoming year: Mick Callahan, Chairperson, Christina Wynn, Vice Chairperson, Barry Clairmont, CFO, and George Whaling, Secretary.

There was a motion made by Mike Filpi to accept the nominees, seconded by Pam Green and passed unanimously.

III. Old Business

Planning-Director Search-Mick Callahan explained how there is a Red Carpet Team that has been formed and that a new collaborative position is contemplated to be established. He said that this new position of Business Development Manager will be funded by PERC, PEDDA and the City. He also mentioned that the Mayor has appointed Deanna Ruffer as Director of Community Development for the City.

BIC-BIC is still looking for additional funds before the construction can begin. The BIC Board still is active and working on programs and equipment. There are events held throughout the year and there is a training course for the advanced equipment being offered to the BIC member companies. They also have launched a website.

City's Development Collaboration-The following motion that had previously been presented in March was reintroduced by Pam Green, as it relates the proposed collaborations with PERC and the City.

“That the Director determines the ways and means to extended collaboration and consolidation of services with, including but not limited to, the City of Pittsfield and the Pittsfield Economic Revitalization Corporation (PERC). All options to improve efficiency and reduce duplication should be explored for all areas of operations, including administration, legal, planning, maintenance, finance and marketing.”

The motion was seconded by George Whaling and passed unanimously.

IV. Executive Director's Report

Waterstone Update-Waterstone waiting on corporate approval on site elevations and design renderings.

Project 40-Manufacturing prospect took a positive turn. The company's CEO came to Pittsfield last week to meet with the Mayor. Their interest in locating in Pittsfield remains high. They are working on the getting the financial numbers together, waiting on the rail access agreement/siding, also considering part time rentals. George asked what the time frame looked like for this and Cory responded “within 6 months” we should have a decision.

Mass Development- the outstanding loan of \$124,000, given to PEDDA in support of the original Environmental Insurance Policy, will require repayment only if any lots in the WSBP are sold.

The two grants totaling \$500,000 from Mass Development, for environmental work for the BIC (\$236,000) and (\$264,000) to support teens storm water improvements, are still open and available. We have drawn down \$60,000 on the BIC site to date.

TDI-They continue to be a source of excitement for revitalization on Tyler Street. City Council accepted the \$30,000 store front initiative grant at last evening's meeting. This will be matched by the City and property owners. Funds to be used for windows, doors, etc. This should help about 5 or 6 store fronts with their improvements.

Better Block Initiative is planning a community walk and talk on Thursday June 8. The Tyler Street Fair is also being planned for August. They have been holding "Tyler Street Meet Ups".

Mass DOT has been working on the East Street traffic situation. There are some easement requirements. Should be completed by end of next year.

V. Other Business

Mick was pleased to announce that Cory will stay on as a part time consultant. He feels he will be a key part to a seamless transition with the newly chosen Director.

Next Board Meeting scheduled for June 21, 2017.

VI. Adjournment

There was a motion to adjourn the meeting at 8:45 am by Christina Wynn, seconded by Mike Filpi, passed unanimously.

Respectfully Submitted,

Donna Cowan
Clerk