

Pittsfield Economic Development Authority
Meeting Minutes
81 Kellogg Street, Pittsfield, MA 01201
August 16, 2017

The following Board Members were in attendance: Chairman Mick Callahan, Pam Green, Krystle Gallo, Mike Filpi, Barry Clairmont, and Doug Crane. Also in attendance were: Cory Thurston, PEDA Executive Director, Joelle Collins, Legal Counsel, and Donna Cowan, Clerk.

I. Administration

Call to Order

Chairman Mick Callahan called the meeting to order at 8:03 am. He reminded everyone that the meeting was being video and audio recorded.

Meeting Minutes

There was a motion to approve the June 21, 2017 meeting minutes by Mike Filpi, seconded by Krystle Gallo, and passed unanimously.

II. Committee Reports

Executive Committee

Mick spoke about the Executive and Finance Committee meetings that took place on July 26th. The creation of a job description for the new business development position, is moving along nicely. He said there has been good input from PERC, PEDA and the City. He stated that the final job description should be complete in the near future. Cory added that there is also an intergovernmental agreement being worked on by Beth Goodman and Joelle Collins. The City requires that all new hires be approved by the personnel Board. Mick said that there will be an Executive Committee meeting to approve the final job description before it goes before the Personnel Board and then submitted to City Council. The target will be to have it before the Council at the September 12th meeting, who then refers to Ordinance and Rules, and then back to the Council again on September 26th for the final approval. He believes it is on time to meet this schedule. After this has taken place, the job will be advertised, the interview process will begin and then selection. Mike Filpi asked "how far out from Pittsfield will we be advertising in looking for candidates?" Mick responded "we will canvas a large territory, but would leave that up to the City to decide". Mick appointed Christina Wynn, Doug Crane and Pam Green as PEDA representatives to the Search Committee. George Whaling and Mick Callahan will be alternates if needed. A meeting with the committee should take place in September.

Barry Clairmont made a motion to authorize the Executive Committee to enter into a shared services agreement with the City of Pittsfield and the Pittsfield Economic Revitalization Corporation, seconded by Mike Filpi, passed unanimously. (A copy of the vote is attached to the official record of this meeting)

Finance

Barry reported that the financial statements were in line with expectations. He commented that revenue is down \$13,000; however expenses are also down \$21,000. He also noted that the Director had moved some monies into the Adams Community Bank to take advantage of higher interest rates and that the finance committee endorsed the improved structure.

Mike Filpi made a motion to approve the second quarter financials, seconded by Krystle Gallo, passed unanimously.

Pam Green made a motion to ratify the Executive Director's plan to reposition our invested funds to increase interest earnings, and recognize the Adams Community Bank as an approved PEDDA depository. Seconded by Krystle Gall and passed unanimously.

III. Executive Session

Chairman Callahan moved to enter into Executive session on the basis that discussion regarding the Legal Agreements relating to the lease of Site 3 in the William Stanley Business Part to the Berkshire Innovation Center in an open session, may have a detrimental effect on PEDDA's negotiating position.

The motion was seconded and there was a roll call vote. All members voted in the affirmative.

Upon returning to the open session, the Chairman announced that no votes had been taken during the executive session and the public meeting continued.

IV. New Business

Eversource Rate Request

The board felt it was important to go on the record opposing the proposed increase in electrical rates as it will have an extremely negative effect on existing businesses and the potential to attract new businesses to the area. The Director circulated a draft and following a brief discussion:

Krystle Gallo made a motion to adopt the draft letter to the DPU in opposition to the proposed increase in electric rates by Eversource Energy and submit these comments for the public record, seconded by Mike Filpi and passed unanimously.

V. Executive Director's Report

Waterstone Update

Walmart-no news to report. Approvals seem to be bogged down in the corporate structure. All verbal feedback remains supportive. The holdup appears to be getting the final designs signed off.

Project 40

They have been silent, no news to report. They have not looked elsewhere; they have been focused on new machinery. The Pittsfield facility would be an expansion. We have applied for a grant to upgrade the rail siding from the MassDOT but have not received a formal written approval.

Tyler Street TDI

Amewusika (Sika) Sedzro, TDI Fellow, spoke about the Pittsfield Better Block event, taking place August 26th. The event will have pop up shops, live music, mini golf, a grocery store. It is an economic development exercise. Its goal is to expose lease space to new future opportunities.

VI. Other Business

Next Board Meeting

The next PEDAs Board Meeting scheduled for October 18, 2017.

VII. Adjournment

There was a motion to adjourn at 8:50 am by Mike Filpi, seconded by Pam Green and passed unanimously.

Respectfully Submitted,

Donna Cowan
Clerk