

Pittsfield Economic Development Authority
Meeting Minutes

81 Kellogg Street, Pittsfield, MA 01201

August 15, 2018

The following Board Members were in attendance: Pam Green, Esq., Krystle Gallo, Mike Filpi, Barry Clairmont, Christina Wynn, George Whaling and Paul Dalton. Also in attendance were: Cory Thurston, PEDA Executive Director, Elisabeth Goodman, Esq. Legal Counsel, and Sapphire Senger-O'leary, Acting Clerk.

I. ADMINISTRATION

Call to Order – Vice Chair, Christina Wynn, filling in for Chairman Mick Callahan, called the meeting to order at 8:00 AM. She reminded all that the meeting is being audio and video recorded by PCTV.

Voted Approval of the June 20, 2018 Meeting Minutes

Approved unanimously.

II. COMMITTEE REPORTS

A. FINANCIAL

Barry Clairmont reported that the 2nd quarter numbers are stable. The Authority has a good cash position with approximately \$3.5 million dollars in the bank. On profit and loss there is 1 missing journal entry regarding rental income, but this has no effect on bottom line. PEDA did some electrical work during the quarter next door and on Woodlawn Ave. PEDA put in a new meter at the time the City was separating street lights on Woodlawn, which cost about \$5000. This is the first year PEDA has been paying for the salary of the business development manager, so the board will see expenses on the books to report the funds going towards that, which was a worthwhile investment. Net income is flat with last year. There is a loss of \$131,000 vs \$132,000 from the year before. PEDA had some environmental and legal work for the BIC and that was \$25,000.

Motion to approve second quarter financial report:

By Mike Filpi,

Approved unanimously

III. 2017 Annual Audit Report

David Irwin from Adelson was present to explain the 2017 audit. David stated the auditors reviewed the 2017 year end financials and gave a clean opinion. There were no significant deficiencies. The auditors

are required to note certain management discussion and analysis. The auditors also are also required to include certain information about the Authority.

There is a little over 3.6 million in cash. \$250,000 to the BIC was recognized as note receivables. \$50,000 recognized as what will be forgiven in 2018. \$150,000 left fully forgiven by 2021. Prepaid expenses of \$121,000 were environmental insurance. Total assets equal \$15.5 million. \$3.3 million of the GE money is left. PEDDA is holding a \$65,000 purchase deposit from Waterstone. Long term debt is up \$35,000 with the Massachusetts Development Financing Agency. PEDDA received a note for \$75,000. There is also the Natural Resources debt of \$4 million. Net pension liability is up \$163,000. PEDDA belongs to the City retirement plan. \$35,000 was spent for site studies. These costs resulted in a net loss.

The board asked if there is \$3.4 million available. David noted that there is a landscaping fund of \$ 1.6 million still available from the GE settlement. Even though there is \$3.6 million in the bank only \$2 million is available to carry out operations unless the board can use the landscaping fund.

Motion to approve:

Barry Clairmont

Unanimously approved.

IV. Executive Director's Report

Cory Thurston: The Board voted to allow me to execute agreements with the BIC in a format that was similar to that presented at the last meeting. We reviewed the agreements and they have been executed. The State completed the signature process for the grant for the BIC. All agreements have been signed. The next move is for construction. We have no date yet for breaking ground. We expect the official announcement for BIC construction will happen by the end of month. We are waiting for the amendment to the environmental easements and restrictions (ERE) from DEP. There are some adjustments and amendments underway that the DEP is reviewing, and we expect those to be circulated soon.

An agreement regarding the lease next door was also completed and executed. This is a new source of revenue at least for 6 months.

Mike Coakley will keep us updated on marketing efforts. He has been very busy of late with a number of prospects and we will hear formally from him when there is official news to report.

V. Other Business None

The next meeting will be October 17th 2018 at 8 am.

VI. Adjournment

Motion to adjourn at 9:06 am