

Pittsfield Economic Development Authority
December 11, 2012

Meeting Minutes

In attendance were Board Members, Acting Chairman Mick Callahan, Gary Grunin, Paul Dalton, Mike Matthews, Larry Tallman, Christina Barrett, Pam Green, Mike Filpi, George Whaling, and Patrick Reuss.

Also in attendance was Vince Visuso, Adelson Moynahan Kowalczyk, PC ; Beth Goodman, Legal Counsel; Cory Thurston, Executive Director; Colleen Hunter-Mullett, Clerk; Donna Cowan, Executive Assistant.

I. ADMINISTRATION

Call to Order

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

Approval of November 14, Meeting Minutes

There was a motion to approve the minutes of the November 14, 2012 meeting as presented, seconded and carried.

II. COMMITTEE REPORTS

Executive Committee

Life Sciences - Acting Chairman Callahan informed the Board that PEDDA has submitted a letter to the MA Life Sciences Center requesting assistance in the amount of \$125,000 to assist PEDDA in keeping the momentum going and completing the business model. A copy of the letter of request was submitted for their review.

Mr. Thurston stated that he is in the process of formulating the results of data collected for inclusion in PEDDA's strategic vision statement. He stated that PEDDA is not just requesting funding from MA Life Sciences, but guidance on how they would like PEDDA to proceed. Mr. Thurston informed the Board that he, Donna Mattoon and Anne Dobrowolski attended a life sciences seminar at UMass, stating that it was a good seminar because all life science projects need to complement each other in order to be successful and not have duplication of energies.

Mayor Bianchi stated that the message coming from Boston is that the life sciences project is not just a UMass project; other communities will be involved as well.

Mr. Filpi stated that he had met with Justin Ross and Mr. Ross had identified 3 funding sources that PEDDA might be eligible for. He stated that Mr. Ross may want to stop by on short notice for a tour of the site. Mr. Thurston offered to bring a presentation to Boston if Mr. Ross can't make it to PEDDA.

There was some discussion regarding the combination of public and private sector funding and the legalities of it, with it being determined that the issue needs some investigation.

Special Projects

NPDES Permit - Ms. Green reviewed the letters and responses to the current situation. She informed the Board that PEDDA is continuing to perform testing as it has been doing all along, but doesn't want to do more stringent testing, which is what the environmental agency is requiring. One of the reasons why PEDDA has taken this position is due to the significant amount of remediation that has occurred on site.

Ms. Green stated that PEDDA needs to make sure the message to the public is that PEDDA is not looking to do less, PEDDA just does not want to be required to do more and that PEDDA is not trying to shirk its responsibilities. Acting Chairman Callahan agreed.

Finance

2013 Preliminary Budget was emailed in advance and included in the board book for reference - Mr. Matthews stated that the finance sub-committee has spent the last month going over the budget and he felt it was important to let all new Board Members know PEDDA's financial situation. Mr. Matthews reviewed the available funds as of October 31, 2012, stating that he likes to forecast out 10-20 years. He stated that PEDDA needs to take a hard look at its budget to determine how long funding will last.

Mr. Matthews stated that in the DEDA GE has a 15 year responsibility towards soil work and PEDDA needs to know when that deadline is and what that means to PEDDA.

Vince Viscuso, CPA from Adelson Moynihan Kowalczyk, PC, reviewed the available funds report by line item for Board Members, stating that PEDDA's money is distributed about 50/50 between Greylock Credit Union and Berkshire Bank.

There was a lengthy discussion regarding the landscaping funds, with Mr. Grunin stating that the landscaping fund is extremely restrictive, with GE controlling it and also having the ability to use it on their property on the other side of East Street. Acting Chairman Callahan stated that the concept of GE using the funds across the street was for when East Street was redone and any work done with these funds was meant to enhance the William Stanley Business Park. He stated that he believes PEDDA can work with the environmental groups to use these funds to advance specific projects that meet PEDDA's needs.

Mr. Thurston stated that these landscaping funds may not be used for PEDDA operations.

Mr. Thurston stated that Mr. Matthews has done a great job on the proposed budget and that according to PEDDA bylaws; PEDDA must have an approved budget, even if it's preliminary. He informed the Board that a more detailed budget will be presented probably at the February meeting.

Mr. Filpi asked about the repair work to be done on the fore-bay. There was some discussion in regards to the potential cost of repairs and the scheduling of the work. Mr. Thurston informed the Board that there are on-going negotiations regarding the repairs.

Acting Chairman Callahan stated that the final negotiated settlement should be brought to the Board for a vote, as well as being given to Ms. Green's committee for review. Mr. Thurston stated that he needs to know what his limitations are and what he has to negotiate with before he can move forward with negotiations.

Mr. Whaling asked Mr. Matthews how the 2013 proposed budget compares to the 2012 budget. Mr. Matthews stated that he shaved between 20 and 30% and is continuing to make reductions. He stated that PEDDA is becoming very lean and that he wants the budget to reflect actual costs.

Acting Chairman Callahan suggested talking with GE regarding PEDDA's policy decision to go with a reduced amount of insurance coverage. He would like to avoid a war of letters in an effort to reduce PEDDA's legal costs.

Marketing

Progress Update – Mr. Whaling gave the Board an update stating that he had met with Winstanley Associates and had received a healthy proposal with a healthy cost associated. He informed the Board that he and Mr. Thurston had met with Winstanley again they elected to do a mini PR campaign with a small limited budget, which will begin the third week of January.

Mr. Thurston informed the Board that the new web site should be up and running this week. He stated that the Marketing Committee had seen a preview of it and believes the Board will be happy with the changes that have been made. He informed the Board that he had created a button, of which he submitted a graphic for, on the web site that will take people directly to the life sciences page. He also informed the Board that he had purchased 2 URL's (pittsfieldlifesciences.com & berkshireslifesciences.com) for future use. The cost was minimal.

There was some discussion between Ms. Barrett and Mr. Whaling about monitoring the site usage, with it being determined that monitoring needs to be done.

III. EXECUTIVE DIRECTOR'S REPORT

Silver Late Shoreline Land – Mr. Thurston informed the Board that all documents had been recorded for the parcels, stating that the final element is to notify the owners of the takings. Ms. Goodman informed the Board that the owners are unknown and certified notification letters have been returned unopened. She stated that she did not expect any challenges.

Ms. Goodman also informed the Board that GE will finish the remediation of the lake prior to transferring their parcel and the completed walkway to PEDDA. Mr. Thurston reminded the Board that an amendment to the DEDA will also need to be approved by City Council prior to transfer of the GE shoreline parcel. Once completed, all parcels of the PEDDA owned shoreline will be covered under the covenant not to sue.

MassDOT Bridge – Mr. Thurston informed the Board that a public hearing had been held on November 28, 2012 at City Hall. Mr. Callahan and Mr. Filpi testified on behalf of PEDDA, as did Mr. Thurston. Also, State Representative Trisha Farley-Bouvier and City Councilor Kevin Morandi also spoke in favor. There was no opposition at the meeting.

Mr. Thurston informed the Board that the design of the bridge will be a steel truss, single span bridge with pre-cast concrete abutments.

Matrix – Mr. Thurston submitted an updated matrix for Board review.

Teens Amended ERE – Mr. Thurston informed the Board that when the teens were transferred over to PEDDA, the ERE had encompassed an entire block of land down that went all the way down to New York Avenue. He stated that an amendment to that ERE is needed to only encompass PEDDA's parcel and its own unique restrictions.

Mr. Filpi made a motion to authorize Mr. Thurston to execute a revised grant of Environmental Restriction and Easement for the 19's Complex at the William Stanley Business Park, as presented. Mr. Tallman seconded the motion. The motion passed on an 11-0 vote.

Acting Chairman Callahan stated that there was no need to go into executive session as there was not a formal sublease to discuss at this time. He informed the Board that they are working on a sublease for parking with Greylock Credit Union that will probably be ready to discuss at the next Board meeting.

Acting Chairman Callahan also reminded Board Members that they are required to do an ethics test on line and they should contact the City Clerk if they have not done so.

IV. EXECUTIVE SESSION - NONE

V. MEETING CALENDAR

Mr. Thurston submitted the 2013 meeting schedule to Board Members. Meetings will remain at 8:00 AM on the second Wednesday of each month.

There was a motion to adjourn at 8:45 AM, seconded and carried.

Respectfully submitted,



Colleen Hunter-Mullett
Clerk