

Pittsfield Economic Development Authority

Board Meeting Minutes

February 17, 2016

The following Board Members were in attendance: Chairman Mick Callahan, Pam Green, Larry Tallman, Christina Barrett, Doug Crane, Paul Dalton, Mike Matthews, , and George Whaling. Also in attendance were: Cory Thurston, PEDA Executive Director, Ryan Killeen, Treasurer, Beth Goodman, Legal Counsel, Joelle Collins, Legal Counsel, Donna Cowan, Clerk, Tony Dobrowolski, Berkshire Eagle, Joe Durwin, iBerkshires and Dave Cachet, PCTV

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 video and audio recorded.

Approval of December 19, 2015 minutes- **there was a motion to approve the December 19, 2015 minutes; seconded and passed unanimously.**

II. Committee Reports

Executive Committee-Mick spoke about the January meeting for the 2016 Outreach Program. He said that they are trying to reach out to stake holders, bankers, realtors, and different prospects. He would like to schedule a planning retreat for some time this year.

It is expected that the Mayor will appoint 2 new Board members to fill the vacancies created by the departure of Dan Bianchi and Patrick Reuss.

Pam Green has agreed to chair the Nominating Committee. The election of officers will be held at the next meeting.

Beth Goodman, Esq. will continue her service as counsel to PEDA and will be assisted by associate, Joelle Collins, Esq.

Finance-Mike Matthews spoke about the year-end report and the committees review of the expenses to budget. All Audit field work, by Adelson & Co had been completed last week. He expressed his appreciation for it being completed so quickly this year. He mentioned that there has been a 20% operational cost savings this year, although Cory stated that we have spent more money due to special projects, some of which will be reimbursed. A full report and Audit presentation is expected at the next Board meeting.

Mike Matthews made a motion to approve the unaudited version of the year-end financial statement, seconded by George Whaling, and passed unanimously.

Marketing-Christina spoke about BIC and the 5 reason campaign that ads are being placed in the Albany Business Review and Business West in the Pioneer Valley. BIC now has a FB page, website, so it has social media presence. She recommends that Rod Jane be present at the next meeting to update the board on the BIC and to answer any questions and concerns.

She suggested that we look into collateral and pop up banners for trade shows.

An event to celebrate the opening of the Woodlawn Ave Bridge, will be scheduled this Spring.

III. Executive Director's Report

BIC update-Cory mentioned that all parties are re-analyzing the bids and building designs to determine a strategy for closing the funding gap. A number of options have been reviewed with the Mayor in preparation of a request to the State to allocate additional funds to the project.

Water quality improvements-PEDA has a proposal ready for DEP's approval.

Bridge is moving along, the sidewalks have been poured, utility work is being done, a late Spring opening is expected.

Tyler Street planning study was bolstered by input from 100 guests at the open house. The revitalization of Tyler Street is crucial to the City and PEDA, to spur economic development. Suzanne Engels has pulled together a team and applied for a \$75,000 Kresge planning grant for a food hub in the district.. Mass Development will hire a fellow for a 3 year contract to implement the TDI goals and PEDA has offered them the use of space for that office.

Outreach- GE is aware of our interest and will work with PEDA to re-purpose and release the soon to be vacated SABIC space.

IV. Other Business

Next Board meeting scheduled for April 20, 2016.

V. Adjournment

There was a motion made and seconded to adjourn at 8:35 am; It passed unanimously.