

**Pittsfield Economic Development Authority**

81 Kellogg Street, Pittsfield, MA 01201

December 14, 2016

The following Board Members were in attendance: Chairman Mick Callahan, Pam Green, Barry Clairmont, Krystle Gallo, Christina Wynn, Mike Matthews, Paul Dalton, and George Whaling. Also in attendance were: Cory Thurston, PEDA 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 October 19, 2016 Meeting Minutes.

**There was a motion to approve the October 19, 2016 meeting minutes made by Pam Green, seconded by George Whaling and passed unanimously.**

**II. Executive Session**

Chairman Callahan stated, "As required by guidance regarding the open meeting law, I have determined that discussion regarding the Legal Agreements with Waterstone Retail, for the proposed lease and acquisition of site 9 in the William Stanley Business Park in an open session, may have a detrimental effect on PEDA's negotiating position; therefore, he made a motion to enter into Executive Session."

**The motion was seconded by Christina Wynn and passed unanimously with a roll call vote.**

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

**III. Executive Committee**

**Pamela Green made the motion to enter into Lease and Purchase Agreement with Waterstone, seconded by George Whaling, and passed unanimously.** (A copy of the vote is attached to the official record of this meeting)

**IV. Finance Committee**

Mike Matthews announced that the Finance Committee reviewed the engagement letter from Adelson and agreed to work with them for this year's audit, that the price was competitive from previous years. Finance also reviewed the preliminary 2017 budget. He mentioned that this

budget was a modest decrease from last year. We have trimmed expenses significantly in the past and from this point forward it would be unlikely to see significant changes in basic operations.

**Mike Matthews made a motion to approve the 2017 Operating Budget, seconded by Christina Wynn and passed unanimously.**

Mick Callahan thanked Mike for all his hard work over the years, announcing that Mike will be stepping down as Finance Chair. Barry Clairmont has been appointed and agreed to take over this position.

#### **V. Executive Director's Report**

Cory spoke about Waterstone, that all the engineering is finished. He feels that they will be presenting to the City in early January.

He updated everyone on Project 40, that they are moving forward aggressively. He has been working on rail access and a grant application to seek funding for siding that runs along the 40's.

BIC update, there isn't anything new to report, just that BIC Board remains optimistic and it has gotten the attention of Secretary of Economic Development, Jay Ash who has visited the City and toured the site.

Tyler Street TDI-remain active with City, Mass Development and Tyler Street Business Group.

MBTA Disclosure-Barbara Landau, Esq., submitted a disclosure letter to make everyone aware that her firm represents MBTA, and she represents PEDDA, which could create conflict.

#### **VI. Other Business**

Mick wants to do some strategic planning to include more collaborative efforts on promotion and economic development and a marketing focus on new businesses that support the growth and needs of existing companies.

#### **VII. Adjournment**

**There was a motion to adjourn the meeting at 8:45 am, seconded by Krystle Gallo, passed unanimously.**

Respectfully Submitted,

Donna Cowan  
Clerk

