**Board of Directors Meeting Notice**

**Pittsfield Economic Development Authority**

**May 24, 2022 @ 8:30am**

**Berkshire Innovation Center - 45 Woodlawn Ave, Pittsfield, MA**

**Minutes**

**I. Administration**

Chair Callahan called the meeting to order at 8:30am.

**Members Present:**

Maurice Callahan, Chair Pamela Green, Vice Chair

Krystle Blake Paul Dalton Jonathan Denmark

Michael Filpi Rich Rowe

Michael Matthews

A quorum was present.

**Members Not Present:**

Leo Yantovsky George Whaling

**Also Present:**

Michael Coakley, Executive Director

Ted Kozlowski, City of Pittsfield

Elisabeth C. Goodman, Counsel for PEDA

Dave Irwin, Adelson & Co

Mark Arigoni, SLR

Ed Weagle, Roux

Mr. Matthews made a motion to approve the minutes of January 19, 2023 as presented; it was seconded by Mr. Dalton and was approved unanimously.

**II. 2022 Audit Presentation**

Mr. Irwin reviewed the 2022 audit. The auditors issued a clean opinion of the financials.

Seeing no further debate or discussion, Mr. Matthews made a motion to approve the 2022 audit report; it was seconded by Ms. Green and was approved unanimously.

**III. PEDA Insurance Update**

Mr. Denmark reviewed the various insurance policies. Market conditions are very difficult right now. Premiums are going up all over. The renewal increased 0.1%. The general liability policy is for $5 million. There is another $5 million policy, a directors and officers policy and a small policy for the PEDA-owned building.

Seeing no further debate or discussion, Ms. Blake made a motion to approve the report; it was seconded by Mr. Rowe and was approved unanimously.

**IV. New Business**

-MassDevelopment grant for Innovation District

Mr. Coakley noted MassDevelopment has received a grant to possibly develop an Innovation District at the WSBP. MassDevelopment hired a consultant to come in and look at that possibility. He will keep everyone apprised.

-Potential interested companies

* Regional firm – Site 3N
* Local company – Site 4

Mr. Coakley noted that both interested companies have the same issue with the foundations. The fill looks great but it either needs to be compacted or removed, which is very expensive. They are looking at some options. That is the only thing keeping them back. There may be some grant money available.

**V.**  **Other Business**

-Officers Nomination Slate

Mr. Filpi noted a meeting of the Nominating Committee on May 24, 2023 submitted a nomination for Mr. Matthews as Chair of the Board and Mr. Denmark as Vice-Chair.

Seeing no further debate or discussion, Ms. Green made a motion to approve the slate; it was seconded by Ms. Blake and was approved unanimously.

Mr. Callahan and Ms. Green both agreed to remain on the board as members. Mr. Matthews thanks both for their leadership.

**VI. Site 9 Redevelopment Update**

-Site Readiness and environmental management update

Mr. Arigoni gave an update on the project. Since the last meeting, they met with city staff for permitting and stormwater. DEP is currently reviewing the plan set. The financing is lining up; they are reviewing it continually as new financing appears. They will continue to work on the bid documents. They will meet with GE to discuss the relocation of the fill material from Site 7 to Site 9. They will also meet with Milltown Capital for potential interest in Site 9.

He reviewed some designs which could be adjusted given the finances. A cul de sac is expensive; if needed they can change the design slightly to save money. He discussed the front green space. They can do some interesting things with just paving. There is a residential area above Tyler St that might be interested in a green space. They hope to keep everything besides the green space very flexible for development.

Ms. Goodman asked about liability concerning the playground on contaminated soil. Mr. Weagle noted they did a baseball field on GE land; they intend to do it the same. They’ll put in a marker layer then cover it with 3ft of imported soil. Mr. Callahan suggested reaching out to charitable groups sooner rather than later concerning the playground.

They reviewed the geotechnical data. Mr. Arigoni noted that this information is valuable to potential clients. A discussion was had regarding crushing versus cracking. The permit will cover the entire site, regardless of cracking versus crushing. All the material is generally known; there should not be any surprises. Any further refinement would be based on what a client wants.

**VII. Adjournment**

Mr. Callahan adjourned the meeting at 10:30am.

Submitted by Ted Kozlowski, Staff