**Board of Directors Meeting Notice**

**Pittsfield Economic Development Authority**

**September 13, 2023 @ 8:30am**

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

MINUTES

**Agenda**

**I. Administration**

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

**Members Present:**

Michael Matthews, Chair Maurice Callahan Pamela Green

Krystle Blake Jonathan Denmark

Rich Rowe Adam Rice

Leo Yantovsky George Whaling

A quorum was present.

**Members Not Present:**

Michael Filpi Paul Dalton

**Also Present:**

Michael Coakley, Executive Director

Ted Kozlowski, City of Pittsfield

Elisabeth C. Goodman, Counsel for PEDA (phone)

Ed Weagle, Roux

Josh Graham, MADOT

Eric Christianson, MADOT

Chair Matthews welcomed Adam Rice from Killeen Arace & Quinn Accountants as the newest board member.

Mr. Denmark made a motion to approve the minutes of May 24, 2023 as presented; it was seconded by Yantovsky and was approved unanimously.

**II. Financial Report**

Chair Matthews reviewed the financials. They’ve been good about getting the operating budget down to pennies.

Seeing no further debate or discussion, Mr. Matthews made a motion to approve the financials; it was seconded by Mr. Denmark and was approved unanimously.

**III. Innovation District**

Mr. Coakley reviewed a proposal from MassDevelopment for the creation of an Innovation District here in Pittsfield. They’ve done a lot of interviewing of stakeholders to gather facts. It will be more of a marketing initiative to bring in more innovative manufacturing. Hopefully, by the next meeting he can bring in people from MassDevelopment for a presentation. The consultant is being paid for by MassDevelopment. He will keep the board apprised of any progress.

**IV. New Business**

Mr. Coakley noted he has been meeting with local, regional and national companies with interests in Sites 3N, 4, 7 and 8. These things take a long time to work through, but there is still interest. They may apply for more grants for further Brownfield work. The biggest roadblock for many of the sites is putting in a new foundation and/or taking the old foundation out.

 **V. MassDOT East Street Improvement Project**

Mr. Graham reviewed the project with the permanent and temporary easements. The overall work will run from Lyman St through to the intersection of Merrill Road and East Street. There will be permanent easements on PEDA property to put in a 10ft shared use path. There will be island in the middle of East St with turning lanes at Silver Lake Blvd and Woodlawn. There will be no fee-taking, only easements. They hope to begin work in the Spring of 2025 and they expect it to take two construction seasons. There will be utility and tree work done prior, and any signs will be relocated at the state’s expense. The permanent easements run about 10-12ft in from the sidewalk; 18ft temporary easements will allow workers on the property and will be loamed and reseeded when done. Telephone poles currently on our side of the street will be moved to the other side. There will be a signal light at Silver Lake Blvd; they will synchronize the lights through the stretch.

A discussion was had regarding liability on the easements. Mr. Callahan confirmed there will be no cost to PEDA, aside from the increased liability for the sidewalk. Ms. Green noted a shift in liability could be done in the easement. It was unclear whether PEDA or the city would be responsible for clearing snow from the sidewalk; typically, it’s the owner’s responsibility for snow.

Ms. Goodman confirmed that the ultimate owner of the easement is the city; Mr. Callahan noted the difference between PEDA and the city.

**VI. Site 9 Redevelopment Update**

Mr. Weagle reviewed the work to date since the last meeting with SLR. Bid specs are under review at SLR and will get it to the city asap. The reuse plan and request are at the regulators and expect to hear from them soon. They anticipate awarding the project in October. They must do more drilling assessments for the roads being put in. There is a lot of cracking and crushing to be done on Site 9. If they have a mild winter, it can be done then. The crushed debris on Site 7 will be moved eventually to Site 9 to help with the fill. That will open that site again, which is developable. They hope to move it in the late winter or early spring. The agreement was GE will move it when we ask, at their cost. They are working on the timing of all that, after most of the cracking/crushing is done. Site 8 is a massive concrete slab; it appears no one wants to deal with them. There’s not a geotechnical engineer in the world that would risk their new building on a slab they know nothing about. Site 8 will not move until the slab is dealt with. GE has already said they will not be doing any other characterization on that lot. Without any calculations, it could cost $1 million to make Site 8 ready for development. They are working on plans for a manufacturing building on Site 4. They are working on cost estimates; they will then go to the state for some grants to help. When soil was put down on Site 4, it was not compacted, which is a problem. They need to move the soil off the concrete 6-10ft down so they can put piers to the proper depth for a new building. A technique called Dynamic Compaction might be an option, but it is very disruptive.

A discussion was had about renting out lots for storage.

Mr. Mathews stated that having the discussion in an open session may be detrimental to PEDA’s negotiating position regarding the purchase, exchange, lease or value of real property. Mr. Matthews made a motion to go into Executive Session at 9:30am; it was seconded by Ms. Blake and was approved unanimously by a Roll Call vote.

**VII.**  **Other Business**

None.

**VIII. Adjournment**

Mr. Denmark made a motion to adjourn the meeting at 10:20am; it was seconded by Ms. Blake and was approved unanimously by a Roll Call vote.

Submitted by Ted Kozlowski, Staff