**Board of Directors Meeting Notice**

**Pittsfield Economic Development Authority**

**December 18, 2024 @ 8:30am**

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

**Minutes**

1. **Administration**

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

**Members Present:**

Michael Matthews, Chair

Jonathan Denmark, Vice-Chair

Pamela Green

Adam Rice

Leo Yantovsky

Rich Rowe

Michael Filpi

Krystle Blake

A quorum was present.

**Members Not Present:**

Maurice Callahan

George Whaling

Paul Dalton

**Also Present:**

Michael Coakley, Executive Director

Elisabeth C. Goodman, Counsel for PEDA

Ted Kozlowski, City of Pittsfield

Ms. Green made the motion:

WHEREAS the Board of Directors of the Pittsfield Economic Development Authority met on November 14, 2024 at the Berkshire Innovation Center in Pittsfield, MA; and

WHEREAS the Board has reviewed the record of the meeting set forth in the November 14, 2024 Minutes.

NOW THEREFORE the Board hereby approves the November 14, 2024 Minutes.

Chair Matthews noted that he has decided to take a step back from PEDA. He has a number of personal and business issues that he needs to focus on. New leadership going forward is key. Mr. Denmark is an outstanding leader.

Mr. Matthews made the motion to nominate Mr. Denmark as 2025 Chair; it was seconded by Mr. Filpi and was approved unanimously.

Mr. Matthews made a motion to nominate Mr. Rowe as 2025 Vice-Chair; it was seconded by Mr. Yantovsky and was approved unanimously.

**II. PEDA FINANCIALS**

Mr. Coakley reviewed the Site 9 Funding to date. About $128,000 are left in the Site 9 Readiness Grant. Remaining work includes the SLR and Hill surveys for the EREs. The Brownfields Grant has about $58,000 left. There are still EREs to work on. The MassWorks Grant was $3.5 million and has been spent. The remaining ARPA funds will be spent through Keller. The GE Landscaping fund has about $253,000 left and hope to reserve about $75,000 when complete. They are roughly 99% done with the project.

They cannot complete the transfer to Mill Town as there are a number of layers of DEP documentation that need to be finished. It could take several months, and Mill Town is aware.

Mr. Coakley reviewed the 2025 budget.

Mr. Filpi made the motion:

WHEREAS the Board of Directors of the Pittsfield Economic Development Authority were provided with the PEDA 2025 Preliminary Budget; and

WHEREAS the Board has reviewed the 2025 Budget, discussed any questions, and agrees with the proposed Budget.

NOW THEREFORE, the Board hereby approves the 2025 Budget attached to this Vote.

**III. GE SEWER EASEMENT**

Mr. Coakley reviewed the draft easement. The current sewer needs to be moved on the property. The new easement will be under a road in their utility corridor. The work is complete.

Mr. Matthews made the motion:

WHEREAS, prior to the transfer of Site 9 to PEDA, General Electric Corporation (“GE”), pursuant to a Declaration of Easements, dated February 7, 2012, and recorded on February 8, 2012, with the Berkshire Middle District Registry of Deeds in Book 4896, Page 74 (the “Declaration”), GE reserved certain easements in Site 9 to benefit other premises of GE located in Pittsfield and

WHEREAS GE and PEDA want to relocate the sewer line and amend Section 6.1 of the Declaration to reflect this change pursuant to the terms of the First Amendment to Declaration of Easements (the “Amendment”) attached to this Vote.

NOW THEREFORE, pursuant to the authority vested in the Board by the Section 2.10 of the Bylaws, the Board hereby accepts the Amendment, and delegates its authority to Michael Coakley, Interim Executive Director of PEDA to execute the Amendment and take such other actions as necessary to accomplish this transaction on behalf of the Board.

**IV. SITE 9 AND 100 Woodlawn Ave Update**

Mr. Coakley noted they are working on the ERE and is being reviewed. There will be a close out report. There are surveys for the ANRs. They are working on the As-Builts and the topography survey. The ERE may take months to complete, then the property can be transferred.

The old PEDA building has been demolished. He is working with Mill Town on Site 9 and 100 Woodlawn. They will transfer Woodlawn ASAP. Testing and inspections were done; there were a couple minor environmental hits, but nothing significant.

Mr. Denmark made the motion:

WHEREAS PEDA and General Electric Corporation (“GE”) entered into a Transfer Agreement dated August 29, 2024 to permit the transfer of GE’s property located at 81 Kellogg Street and 100 Woodlawn Avenue (the “Property”) to PEDA. Under the Transfer Agreement, PEDA could decline to accept the transfer of Property after completing an inspection; and

WHEREAS PEDA has completed its inspection and found that it desires to proceed with the transfer.

NOW THEREFORE, pursuant to the authority vested in the Board by the Section 2.10 of the Bylaws, the Board hereby accepts the transfer of the Property from GE, and delegates its authority to Michael Coakley, Interim Executive Director of PEDA to execute the any relevant documents and take such other actions as necessary to accomplish this transaction on behalf of the Board.

**V. SITES 7 & 8 SITE READINESS GRANT**

Mr. Coakley noted that they have received a MassWorks Grant. He is working on a scope of services agreement with SLR and Roux for sites 7 and 8. Once completed, they will submit to Mass Development and begin the process. Site 7 still has some remaining work to be done by GE. They are hoping for the same process as Site 9.

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

The next meeting will be in January or February, TBD.

**VII. ADJOURNMENT**

Ms. Green made a motion to adjourn at 9:00am; it was seconded by XXX and was approved unanimously.

Submitted by Ted Kozlowski, Staff