

Approved 9-7-2016

August 11, 2016 Redevelopment Authority Meeting Minutes

Meeting called to order at 1:32pm, August 11, 2016.

Motion made by Denny Casavant to approve minutes, Ken seconded the motion. 3 approved and 1 abstained (he did not attend that meeting).

Discussion began with approval of bills that needed to be paid, Escrow bill to Colonial Co-Operative Bank in the amount of \$599.54, and 2 bills for the enhancement committee to Perfect Parties, one in the amount of \$400.00 and the other for \$2083.52. (Copies were given to each member with amounts for the Perfect Parties bill). A motion was made by Les and seconded by Den. 3 approved and 1 opposed.

Linda Daigle then notified the group that the balance in our enhancement committee account is \$900.00 and as soon as Tighe and Bond bills them for the open space and recreation update that account will be wiped out and can be closed.

Financial Reports

At the time we did not have the financial reports, and Tracy mentioned that Lindsay will shortly be getting access to kwikbooks and other necessary software to do her job properly.

Last month a check was deposited from Jason, for \$5000.00, and the only bill being paid is Colonial. As mentioned in the previous minutes Rick Morin and Darlene Rossi attended the last meeting and are still reviewing their finances and will bring something to next month's meeting.

Unfinished Business

Dave had asked Tracy to get a copy of the bi-laws. He also noted that everyone please look over the bi-laws and to discuss them at the next meeting. Thank you Tracy.

A call was received from the Governor's office about the Redevelopment Authority and was questioning who was on the board, and who the executive director is. The Town Manager has always been the executive director. Previously it was Jim K., who would refer his responsibility to Jerry, who would work on the decisions and come back to Jim to make the decision. Jim would attend each meeting and delegate his work to Jerry. As of now Dave is the executive director, and we are working on getting a fifth member, which needs to be done by The Town Manager. This situation has been explained to Keith, because the bi-laws state that the Town Manager is supposed to be the executive director. We work as the board and he works in connection with himself and staff so we can move forward as a board. We are currently working just ourselves until things get into full swing.

Tracy addressed the Cumberland Farms project, noting that construction is scheduled to begin in March. They have requested a 60 day extension on purchase and sales, but expect to close once they get their underground storage tanks. She had also heard that they had closed on the Drudi properties August 10th or 9th. Their purchase and sales agreement expires Tuesday August 16th, so it is not expected that they will use the entire 60 days of their extension. They haven't faxed

over the actual extension paperwork, and Tracy notified them that she had to ask the board, us, to vote whether we'd like to give them the extension or not, and to also vote that one of the board members signs the extension, when she receives it.

Dave entertained a motion to allow the extension, the motion was made by Les, and seconded by Ken; all 4 members approved. It is noted that the garage needs to be cleaned out, and according to Tracy Al had mentioned an auction or bid to clean out the items. Tracy will further discuss it with Keith on Monday because once the closing happens things will move fairly quick. There is a good possibility that the things from the garage will be stored at Ingleside. A motion was then made for the chairman on the Redevelopment Authority to sign the extension by Kenny, and seconded by Les. All 4 members approved. No discussion was made.

Tracy and Dave had discussed the wind tower project; the Governor had recently signed a bill about going green, using water and wind, not solar energy. Hopefully this will motivate Vincent and his new partner to get our wind tower up. Tracy recommended that we reach out to him and communicate with him as far as what he wants to do. He was the only one that showed interest in the project. Clean energy is exempt from 30B so the figures need to be looked into a little bit further and possibly reconfigured from the last number Vincent gave us. It would both help the community and increase revenue.

Another project that Tracy noted was brought back to the table was a traffic circle in the center of downtown, the funding had recently been returned, and is expected to go underway in the Spring. She also mentioned that the Compass Learning Center on the corner of Grove and Central will no longer become a daycare but an office space instead, and a tree or trees will be planted where the sign for the building was. RHI project is still underway; the downstairs is being remodeled, they want to complete the remodel before they apply for grant funds to avoid the prevailing wage. They will most likely be applying for an EDF (Economically Development Funds) grant, around \$750,000.00. It has been discussed that the building possibly becomes 4 retail spaces with one central bathroom, like an indoor mall. The owners are still negotiating some details with the TOW, and brought up TIF, they are trying to get the most that they can. They will need an easement from the liquor store for their parking situation. They will have to come up with some form of lease agreement for their parking, particularly overnight.

It is looking like downtown Winchendon is going to have some drastic changes over the next 5 years. Tracy just received a letter that the project has been approved for the TIP (Transportation improvement program) through Mass DOT, but another option is a Mass Works Grant which is based on economic development. She had met with Tighe and Bond already, and plans on applying next September to move forth on the project.

Doug Stone had mentioned he's willing to donate \$5000.00 to hang flags on the light poles on Central Street and downtown, and a few other spots. The hanging of the flags needs approval from both Verizon and National Grid, and it requires a \$2 Million insurance plan. Keith has already been made aware of the project.

As another update, we are looking into another grant for Chestnut street, Walnut street is all set, and will begin next Spring, the bid documents are being put together.

Tracy also mentioned that rezoning downtown and doing design standards is being worked on, and there is a situation that two women had to get a special permit when trying to open a business at Pat Doyle's, and it has created some hardship for them.

What is our role in promoting small businesses? Can we provide something for the business(es) such as a small grant to help them start up? We aren't so much big industry anymore, but rather small businesses. Devens is up and coming in the large scale business spectacle.

Dave brought to the table that we could possibly start up at New Business Loan Process; the new business would borrow money from the committee and pay us back. We would have to hash out a way to document the process, and how it can be written up, possibly have Keith draft up a document that we could use with any agency. It would be intended to help get through the permitting process. The community development block grant could also fund financial literacy and things along those lines; and they like to seed projects that will go in a good direction. In our application we could request that say \$20,000.00 goes towards financial literacy and it can be paid to businesses through the Redevelopment Authority for this purpose. Once our income source grows, we can begin to pick up the funding. A limit would also be set as to how much we will give and when and how the funds will be paid back.

A side account could be opened with the money that funds these businesses, once we reach our max we cannot lend, but as payments come in we can begin lending again. The matter can be brought to a grant committee, or possibly another source through Tracy.

Also note that Ruth has also discussed a business alliance and Tracy believes that the Redevelopment Authority should be involved with that process. It was assumed that only Winchendon was to be involved in this matter.

The Redevelopment Authority would like to lend the Crafty Cauldron \$300.00, as a startup fund. Dave had spoken with Keith about getting a promissory note typed up for them. A motion to lend them the money with a 1-year payback was made by Les, and seconded by Ken. Everyone was in favor.

First step is to ensure the business is interested and Dave will then talk to Keith.

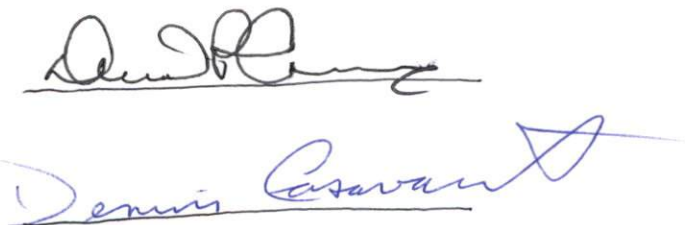
A motion was made for the Chairman to sign the document by Les, and seconded by Ken. Everyone was in favor.

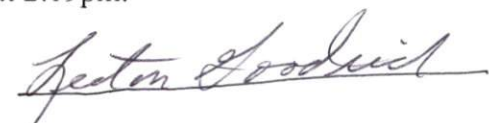
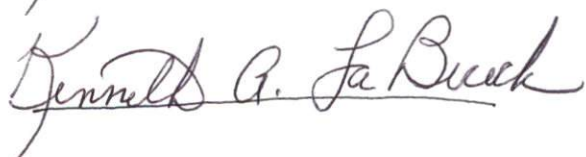
Bob Betourney is interested in coming on board to the committee.

It had been discussed that we needed a financial report for Colonial Co-Operative Bank.

Motion made to adjourn by Ken and seconded by Den.

Meeting adjourned at 2:19pm.


Dennis Casavan


Jordon Goodrich

Kenneth A. LaBuck