

PALMER REDEVELOPMENT AUTHORITY

Meeting Minutes of Wednesday, September 10, 2014

Planning Department Office
7:00PM

I Call to Order

Chairman David Swirk called the meeting to order at 7:00 PM. Present were members Dan Slowick, Joseph Turek and Alphonse Lasota. Also present was Nicole Parker, recording minutes.

Sean O'Connell, Town Resident and Conservation Commission member, was also present.

II New Business

Minutes July 16, 2014

Motion was made to approve minutes by D.Slowick. Seconded by D.Swirk. Motion passed (4:0)

Minutes: August 7, 2014

Motion was made to approve minutes as amended by D.Slowick. Seconded by J.Turek. Motion passed (4:0)

Treasurer Report

No money has been spent or made during this month. There was discussion of a Quickbooks program to convert everything over. D.Slowick stated that he would contact Pathfinder to see if they can convert all of the information. If they cannot, another firm will be called.

Motion was made to contact Pathfinder to set up Quickbooks by D.Slowick. Seconded by D.Swirk. Seconded by Motion passed (4:0)

J.Turek has statement for the accounts and will scan it and send to the members of the PRA.

Motion was made to approve monthly statement by D.Slowick. Seconded by J.Turek. Motion passed (4:0)

Peer to Peer

The Board has decided not to pursue a peer to peer consult.

Motion was made to terminate the idea to pursue a peer to peer contact by D.Slowick. Seconded by J.Turek. Motion passed (4:0)

Holbrook Site

SCORE was supposed to send a link but no one on the Board received the link.

Incubator Program

D.Slowick met with Sheila Cuddy of Quabog Valley Community Development Corporation (QVEDE). She stated that she has \$550,000.00 earmarked for incubator programs. The goal is to find start-ups in the Quabog Valley. The PRA could put together seminars, business plans, and act as “mentors”. The PRA could essentially be a facilitator rather than an administrator. The Board would like to pair small businesses with incubators.

Ted Stevenson. John Rottman has agreed to a free one year lease, less utilities, for a signed, paid 2 year lease thereafter. A.Lasota mentioned looking to local businesses such as banks, etc. It was stated that the PRA does not need to create a non-profit. D.Swirsk expressed for D.Slowick to contact Internal Revenue Service (IRS) for a possible tax write off. The Board agreed to have A.Lasota reach out to Valley Venture Mentors (VVM) for templates on applications, etc.

Motion was made for D.Slowick to meet with Sheila Cuddy of QVEDE for assistance putting a plan together made by D.Slowick. Seconded by A.Lasota. Motion passed (4:0)

Motion was made to contact Renee at Stolar of the Three Rivers Chamber of Commerce to inquire about free rent by D.Swirsk. Seconded by J.Turek. Motion passed (4:0)

Motion was made to reach out to IRS to inquire whether landlords that donate space can be written off by D.Swirsk. Seconded by D.Slowick. Motion passed (4:0)

Intern

The Board agreed not to pursue an intern project at this time. The Board would like to leave it up to QVEDE at this time.

Motion was made to remove intern program by D.Swirsk. Seconded by A.Lasota. Motion passed (4:0)

Plaque for Blake Lamothe

D.Slowick is still working on the finalization of deisgn.

Massachusetts Department of Transportation (MDOT) Study of David Swirk's Railroad Presentation

On August 19, 2014, the presentation was submitted to Amie Rogers, of the MDOT to use her professional discretion as to see if the production is a viable concept.

Patriot

There are currently 2 facilities in MA. Inter-mobile containers in West Springfield and Worcester. The idea would be to steer interest toward Cedar Foods site, or Maple Tree Industrial Center on Route 20, Boston Road. There is not a lot of interest in that location.

Community Development Meeting

D.Slowick proposed a Community Development meeting with Alice Davey and Sheila Cuddy of QVEDE for a brainstorming meeting for brainstorming on ideas for town development. Ideally the Board would like to include Three Rivers and Depot Village for bigger office spaces, retail and streetscape. The Board recognized that RFP/IRP is essential. The Board would like to see a successful RFP done in MA. Possibly hire an urban planner. The Board reiterated from several conversations and meetings that an RFP needs to be put out. The Board mentioned possibly asking Alice to create and send it in an e-mail.

Motion was made to reach out to Alice Davey, Community Development Director for an RFP and have e-mailed by next meeting. Motion was made by D.Swirk. Seconded by A.Laasota. Motion passed (4:0)

5th Member; State Appointee

There was discussion about the 5th member for the PRA. The applicant hasn't been heard from. The Board asked Nicole to contact Town Manager and inquire about applicant and status.

III Next Meeting Date

The next meeting was set for October 8, 2014 at 7PM.

IV Adjournment

Motion was made to adjourn at 8PM by J. Turek. Seconded by A. Lasota. Motion passed (4:0)