



**Westfield Redevelopment Authority Meeting**

**March 1, 2016**

Municipal Building, 59 Court Street, Westfield, MA, Room 315

8:00 AM.

- MEMBERS PRESENT  
 MEMBERS ABSENT

STAFF

- Kathy Witalisz, Chair  
 William Parks, Vice Chair  
 Mark Morin  
 Ali Salehi  
 Tom Woodson

- Joseph Mitchell, Executive Director  
 Christine Fedora, Office Manager

Others in attendance:

1.) The above members were in attendance.

2.) Approval of February 2, 2016 meeting minutes.

Member Salehi MOTIONED, to approve the minutes as submitted. Chair Witalisz asked if there was any discussion. With no further discussion the minutes were approved as submitted. All in favor. None opposed. MOTION PASSES.

3.) Welcome New (Confirmed) WRA Member

Executive Director Mitchell informed the Authority that Mr. Woodson is a confirmed member of the W.R.A.

4.) WRA FY 2016 Financial Summary

Executive Director Mitchell provided the members with the year to date balance sheet noting 2 outstanding checks have not cleared yet.

5.) Update: Elm Street URP/PVTA Project

a. Parcel 1B transfer

Executive Director Mitchell informed the members that parcel 1b looks great but there is a shortfall and he is working with the PVTA and City Legal Department to resolve the matter.

b: Free Cash Request/Funding Agreement

Executive Director Mitchell updated the members as to the free cash amount that was discussed at the prior meeting. The free cash request in the amount of \$289,300 was submitted to the Council 2 weeks ago and has been sent to the Finance Committee once that is completed it will be sent to the full council with their recommendation.

Executive Director Mitchell gave a brief summary to the members. He informed them one of the councilors asked if the city would be reimbursed for this money.

A lengthy discussion regarding how this would work out. Executive Director Mitchell informed the Board he had made some draft changes to the annual funding agreement which he felt addressed the concerns of that councilor. He reviewed those changes to the members.

In the Background Section a new paragraph was added:

WHEREAS, the property identified as 11 Church Street (City Assessor's Map 55, Parcel74) (the "Parcel") is located in the Project Area and its acquisition is a key component Elm Street Urban Renewal Plan.

And

4. Reimbursement. If at some time after acquisition of the Parcel, the WRA sells the Parcel to a private party, the WRA shall reimburse the City 50% of the net sale price. The net sale price shall be defined as the funds acquired at the time of the sale excluding any additional expenses incurred by the WRA in the acquisition, development and sale of the Parcel that are in excess of the budget attached to this agreement as Exhibit A.

Executive Director Mitchell asked if the motion does get funded will he be authorized to have the appraisals done and get the acquisition consultant under contract to start the process. Chair Witalisz felt the Reimbursement section should be stated as NET price and defined as well, putting the emphasis on the complete Urban Renewal project as opposed to the single parcel. Mitchell also noted that the Mayor has been in discussion with Billy Romani.

Mr. Parks MOTIONED, seconded by Mr. Woodson to approve the amendments and send to Council and to authorize Executive Director Mitchell to get the appraisals done and to get acquisition consultant (Maureen Hayes) under contract to start the process. All in Favor. Motion passes.

6.) Airport Industrial Park

Advancement Officer Mitchell informed the members there are 18 acres of land in the current layout of the proposed industrial park that is not usable due to the Runway Protection Zone (RPZ). He has contracted with R Levesque Associates to redraw and draft a budget to permit the project. This is City owned property that was purchased with FAA funds. If it is sold, the city would have to reimburse the FAA. Mitchell explained if the WRA controls the land, the WRA would not have to go through the same cumbersome process that the city would in order to sell the parcels. This study would give the WRA the information to present to the council if additional funds are necessary.

#### Turnpike Industrial Park

Executive Director Mitchell showed the members a proposed layout of a park and a budget describing a \$93,700 permitting effort. He informed the Members he met with the WestMass Developers with Mayor Sullivan and the President of the Western Massachusetts Economic Development Council regarding this project.

#### City View Commons

Executive Director Mitchell informed the Board he has submitted a grant request for technical assistance from Mass Development to assist the WRA in developing an Urban Renewal Plan for City View Commons.

Motion to adjourn at 9:05.