



Westfield Redevelopment Authority Meeting

May 3, 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: Cal Annino, Council for the WRA

1.) The above members were in attendance.

2.) Approval of April 5, 2016 meeting minutes.

Member Woodson 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.) WRA FY 2016 Financial Summary

Executive Director Mitchell provided the numbers with the year to date balance sheet showing a balance of \$49,347.51 noting there is one additional invoice for Attorney Annino in the amount of approximately \$350 that has yet to be recorded.

4.) Update: Elm Street URP and funding update.

a. Discuss and vote to approve the Funding Agreement between the City and the WRA

Executive Director Joe Mitchell updated members on the Funding Agreement as he previously discussed at the Board's last meeting.

The Council met last Thursday April 28, 2016, and voted to approve the amount of 358,528.00 of stabilization funding for the Elm Street project and 151,322.00 from the short term interest account.

Chair Witalisz asked if members had any questions regarding the Funding Agreement for either Executive Director Joe Mitchell or Attorney Annino?

Attorney Annino informed the Authority he drafted a vote for the WRA approving the funding agreement and authorizing Chair Witalisz to sign the agreement. Member Salehi inquired if everyone was ok with the agreement as written? Executive Director Mitchell indicated the City's attorneys and himself have reviewed the document. Executive Director noted the hard work city officials have done in seeing this through fruition. Member Parks inquired if there is an agreement for the WRA to pay back the City if an amount equal to 50% of the net sales proceeds up to a maximum equal to the funds advanced by the City, Executive Director noted it is in the agreement.

WRA VOTE TAKEN MAY 3, 2016

After discussion, and upon motion duly made and seconded, it was unanimously voted as follows:

VOTED: That the WRA approve the Funding Agreement between the WRA and the City of Westfield, as presented to this meeting; and

VOTED: That Kathleen M. Witalisz, Chairperson of the WRA, is hereby authorized and directed to sign, acknowledge and deliver said Funding Agreement and such other documents, instruments and certifications as said Chairperson may deem necessary or desirable in order to effectuate the purposes of these votes with such amendments or modifications thereto as she may deem necessary or desirable, as same may be approved by the WRA Executive Director and Legal Counsel.

MOTION PASSES, ALL IN FAVOR.

5.) Elm Street URP/PVTA real estate transfer discussion and vote

Executive Director Joe Mitchell informed the Authority this document has been reviewed several times by himself, the City's Law Department, the PVTA legal team and Attorney Annino. Attorney Annino added he has tweaked it a few times to make sure the WRA has no residual responsibility for anything, he recommended the WRA vote to approve the WRA Inter-Governmental Agreement as well as voting to authorize the Chair to sign the agreement on behalf of the Authority.

Attorney Annino gave a brief summary of the details of the Intergovernmental Agreement. The City will convey a portion of land to the WRA and the WRA will convey a portion of the land to the PVTA.

Attorney Annino stated the Authority needs to approve the Intergovernmental Agreement and accept the deed from the city as well as authorizing the Chair to sign the agreements on behalf of the WRA. A copy of the Intergovernmental Agreement is attached to these minutes.

WRA VOTE TAKEN MAY 3, 2016

After discussion, and upon motion duly made and seconded, it was unanimously voted as follows:

- VOTED: That the WRA approve the Inter-Governmental Agreement among the WRA, the City of Westfield and the Pioneer Valley Transit Authority, as presented to this meeting;
- VOTED: That the WRA accept a Quitclaim Deed from the City of Westfield for a parcel of land identified as Parcel 1B and shown on a plan entitled "Plan of Land in Westfield, Massachusetts owned by Pioneer Valley Transit Authority and City of Westfield" dated February 29, 2016 prepared by Holmberg & Howe, Inc., said parcel 1B containing 24,870 square feet, more or less;
- VOTED: That the WRA convey said Parcel 1B, by Quitclaim Deed, to the Pioneer Valley Transit Authority for such consideration as is shown on such Quitclaim Deed; and
- VOTED: That Kathleen M. Witalisz, Chairperson of the WRA, is hereby authorized and directed to sign, acknowledge and deliver said Inter-Governmental Agreement and said Quitclaim Deed to the Pioneer Valley Transit Authority, and such other documents, instruments and certifications as said Chairperson may deem necessary or desirable in order to effectuate the purposes of these votes and the conveyance to the Pioneer Valley Transit Authority, with such amendments or modifications thereto as she may deem necessary or desirable, as same may be approved by the WRA Executive Director and Legal Counsel.

Member Woodson MOTIONED, seconded by Member Morin to approve. All in favor.

Brief overview of other projects

Executive Director Joe Mitchell informed the Authority he has reached out to Maureen Hayes to help out with the Elm Street project but she is semi-retired and declined the offer, she referred some names who she felt would be beneficial.

Executive Director Mitchell gave a brief overview of the URP Land Acquisition Budget, he informed the Authority the money would be used for the acquisition of the Romani Trust property (bowling alley), Demolition, Relocation. The funds will also be used for the acquisition of the Driveway and the 2 Madelyn Murphy properties.

Airport Industrial Park

Executive Director Joe Mitchell informed the Authority site plan of the industrial park has been changed to protect the airport Runway Protection Zone (RPZ). He explained the changes to the members. He has been speaking to Kenn Delude and others regarding the complex permitting process.

He indicated there are discussions to be had with the Natural Heritage people and the FAA. The land was purchased by the city with FAA funds. It is controlled by the Airport Commission.

City View

Executive Director Joe Mitchell informed the Authority City View has stalled waiting on approval from Mass Development for technical assistance for the Urban Renewal Plan. A meeting with the President of Mass Development is to occur later in the month.

Turnpike Industrial

Executive Director Joe Mitchell informed the Board he's had recent conversations with Sean Calnan of Mass Development in regards to helping with the permitting and/or infrastructure of Turnpike Industrial Park. He informed the Authority there are a number of ways that MassDevelopment can be of assistance including arranging financing. Mitchell added he wasn't sure if the WRA is ready to engage in that process at this time.

Member Woodson inquired as to the Elm Street, how financed? Mr. Mitchell indicated they will be seeking assistance of developers, such as the WestMass Area Development Coeoperation. There will be an RFP that will go out after all of the parcels are acquired.

Motion to adjourn at 8:53.