

**FALL RIVER REDEVELOPMENT AUTHORITY
MEETING TUESDAY, NOVEMBER 26
6 PM HEARING ROOM
OPEN SESSION MINUTES**

MEETING AGENDA

1. Call to Order

- a. The Chair read aloud the Open Meeting Law Statement
- b. The Executive took a roll-call attendance: Kara O’Connell - present, Loriann Taylor Branco –present, Michelle Dionne –present; Joseph Oliveira- absent; Robert Smith - present

2. Approval of Minutes

- a. October 9, 2019 Open Meeting
Upon a motion and second, the Board voted to approve October 9, 2019 Open Meeting Minutes.

3. Financial Reports

a. Financial Reports

The Executive Director reported the following bank balances:

Bay Coast Bank Acct 1, 11.21.19	\$ 242,913.63
Bay Coast Bank Acct 2, 11.21.19	<u>1,509,762.77</u>
Balance including interest	<u>\$1,889,107.04</u>

b. Engagement of Bookkeeping Services

The Executive Director reported that the accounting firm of Norman and Graham of Fall River and Swansea was chosen to complete the 2017 and 2018 financial records, and maintain current financial reports for the Board.

c. Bank Documentation

To complete the bank documentation required, and upon a motion and second, the Board approved the following:

The Board hereby acknowledges the following agents, subject to any written limitations, and affirm that they are authorized to exercise the powers granted with respect to the bank accounts currently maintained at BayCoast Bank. Board members under MGL c. 121B, s 5: Kara O’Connell, Loriann Branco, Michelle Dionne, Robert Smith, and Executive Director and Ex-Officio Secretary under MGL c. 121B, s. 7, Maria Marasco.

d. Warrant

Upon a motion and second, the Board approved the Warrant dated November 26, 2019 for \$128,587.44. Upon inquiry from Mr. Smith, the Director reported that Clifton, Larsen Allen charged the RDA and additional \$17,000 for the 2017 audit of which

\$12,000 was attributable to: “additional billing related to out of scope work for the audit related to the lack of accrual basis financial reports including historical fixed asset data.”

4. Real estate transaction on Innovation Way, Freetown, (Robert Mongeon)

There was a motion and second to take this item out of order from the posted agenda. The Chair informed the Board that the Buyer had submitted a new site plan which she distributed to the Board. Upon motion and second, the Board approved the new site plan.

5. Executive Director’s Reports

a. Administrative Report

RE Estate Brokerage and Consulting RFP- The Executive Director reported that 4 real estate brokerage firms responded to the RFP which was issued last November and processed through the City’s purchasing department. The Executive Director has evaluated the submissions. The Chair will also review the submissions.

Member Dion made a motion to table the following items, which was not seconded.

b. Request for Services MGL c. 121B, s. 7, Inter-municipal Agreement.

The Executive Director reviewed for the Board members that under the referenced statute, that “upon request” the Board may ask for City support as a separate authority, and the at the inter-municipal agreement was not necessarily needed for the City to provide the RDA with services, but that the intermunicipal agreement was needed for the RDA to provide the City with economic development services.

c. Economic Development Report

i. CDBG Block Grant Status- The Executive Director reported that the original contract included providing support for the Make it Here Grant Program, which the City changed to a loan program in August. The Board had previously discussed in May of 2018 that it preferred not to process loans. It had not been determined how to best reconciled this change. The Board members expressed a desire to meet as soon as possible to work/straighten things out.

ii. Quarterly Activities (Economic Development)

The Executive Director reported that she submitted the quarterly report under the CDBG contract. She informed the Board that 161 full-time and 1 part-time jobs were created (of the reporting companies; i.e., those which are required to report) and that total of 1, 265 jobs were retained, again of those companies required to report. The companies which reported were: Merrow Manufacturing, Ocean State Job Lot., Alexandra’s Boutique. Other companies, such as Amazon had not reported.

iii. Storefront Façade Improvement Program, Approval of Matching Funds

There was discussion regarding the administration of the City’s Storefront Façade Program. The Executive Director reported that there were some transfer issues that wer

taking some time to work out, such as the contract with the companies needed revision and that reimbursement procedures were still to be reconciled. The Board acknowledged the importance to reimburse a company that had been caught in this administrative delay.

Upon a motion and second, the Board voted to approve the following disbursements for matching funds under the City of Fall River Storefront Façade Improvement Program, and to submit reimbursement for same from the City of Fall River Community Development Agency under the terms of the Community Development Block Grant Agreement between the RDA and FRCDA, dated 7.1.19:

Up In Flames	\$ 684.00	completed
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The Board tabled a decision on the following pending application completion.

Arujo Real Estate	1,037.50	contingent upon completion and final approval
Pacheco Furniture	1,000	contingent upon completion and final approval
CeeCee Nails	644.50	contingent upon completion and final approval
Main Street Florist	<u>586.25</u>	contingent upon completion and final approval

iv. **IPF Conference**

The Executive Director reported that the RDA became a member of the Business Network for Offshore Wind at the beginning of the year, and she has arranged for a group of 100 or more attendees from the International Partnering Conference on Offshore Wind, sponsored by the Network, to visit Fall River on the morning of the April 24, 2020. This activity was economic development activities performed on behalf of the City. The Mayor-elect has been informed.

v. **Fall River Resource Guide**

The Executive Director reported that she completed a comprehensive business resource guide which now needs to be formatted into a booklet and put on a web site for ease of use.

5. Memorandum of Agreement, FRRDA and Vineyard Wind

The Executive Director reported that per the Board’s previous vote, she had executed an agreement with Vineyard Wind for them to provide funding to explore options for the offshore wind activity in Fall River.

6. Other Business

There was no other business.

7. Executive Session

The Chair stated that the Board would convene in Executive Session for the following purposes,

and that it would not reconvene in open session afterward.

- a. To review and/or approve executive session minutes of October 9, 2019 pursuant to MGL. c. 30A, § 21(a)(7) and § 22(g)
- b. To discuss strategy, with respect to additional and ongoing litigation pursuant to MGL. c. 30A, § 21(a)(3) (K. Fiola, et al. v. FRRRA, et al., Bristol County Superior Ct Docket No. 1873-CV-01132)
The Chair stated that the open meeting may have a detrimental effect on the bargaining or litigating position of the public body
- c. To discuss real estate negotiations for properties along on Innovation Way, Fall River, pursuant to M.G.L. c. 30A, § 21(a)(6)(Term Sheet/Offer of Prospective Buyer). The Chair stated that an open meeting may have a detrimental effect on the negotiating position of the public body;
- d. To discuss real estate negotiations for 191 Commerce Drive, Fall River, pursuant to MGL c. 30A, s. 21(a)6). (Term Sheet/offer of Prospective Buyer). The Chair stated that an open meeting may have a detrimental effect on the negotiating position of the public body.

The Chair called for a roll call vote and announced that the Board would not resume the open meeting at the conclusion of the Executive Session except to adjourn.

Roll call vote:

Kara O'Connell - yes; Loriann Taylor Branco- yes; Michelle Dionne-yes; Joseph Oliveira-absent; Robert Smith-yes.

8. Adjournment: The Board adjourned the meeting at approximately 7 pm.

APPROVED 12.19.19 OPEN SESSION