



EDIC Board Meeting
Tuesday, June 21st, 2022 at 4:30 pm
REMOTE MEETING

- Call to Order of the Board. Meeting began at 4:32 pm.
- Attendance was taken. In attendance: Chair Tom Balf, Treasurer Taylor Hedges, Mike DiLascio, Patty Knaggs, Jerrold Oppenheim, and Ruth Pino. Absent Board Members: Tim Wood. Also, in attendance were Sal DiStefano, City of Gloucester’s Director of Economic Development and Attorney Adria Pratt, Counsel to the EDIC Board.
- Open Meeting Law Guidelines were read: This meeting is recorded by video and audio in accordance with state Open Meeting Law. Consistent with the Governor’s orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation. If you are calling in on a phone you can press Star 9 (*9) to request to speak. If you are watching on a computer or device there is a “raise hand” button that you can tap or press to request to speak. Please use either of these options during oral communications to be recognized to speak.
- Motion was passed to approve the May 17th, 2022 meeting minutes. All were in favor.
- **Organizational issues:** The Board welcomed Patty Knaggs again mentioning that Gretel Seeley is still going through the process of being an approved member. This is Ruth Pino’s last meeting and she has stepped down as Treasurer and has passed on her responsibilities to Taylor Hedges. The following motions were passed with respect to financial matters of the organization.
 - 1) Balf made a motion to remove Ruth Pino as the treasurer and signatory on all EDIC accounts. M. DiLascio seconded that motion. All were in favor.
 - 2) Balf made a motion to remove Robert “Bill” Bramhall from all EDIC accounts. J. Oppenheim seconded that motion and all were in favor.
 - 3) Balf made a motion to appoint Taylor Hedges as an officer and treasurer of the EDIC and appoint him as signatory on all EDIC financial accounts at TD Bank, Cape Ann Savings Bank, and the Institute for Savings. M. DiLascio seconded that motion and all were in favor.
 - 4) A motion was made by J. Oppenheim to appoint Thomas Balf as the new Chair and as signatory on all financial accounts at TD Bank, Cape Ann Savings Bank, and the Institute for Savings. T. Hedges seconded that motion and all were in favor.
 - 5) A motion was made to officially approve Thomas Balf as the new Chair of the EDIC. All were in favor.

The EDIC secretary was asked to draft letters to each financial institution noting the above changes. All new signature cards will be needed for each bank. Letters along with a copy of the current minutes will be sent to each financial institution.

Other organizations issues: Tim Wood will be resigning from the EDIC. Wood is currently spending a great deal of the winter months in Maine and does not feel he can reliably attend meetings, or provide the time to be an effective board member

Any recommendations for a replacement can be made to Mayor Verga's office. Wood had an influential role with the Blackburn industrial Park and his relationship with Applied Materials. One option to consider is a replacement with someone that has an affiliation to Blackburn and/or Applied Materials.

- **Industrial Park Signage:** Hedges provided the Board with a recap of the current status of the project. Hedges met with the graphic designer to review concepts. Seaside Graphics will provide one last final mockup. The area within the Blackburn Industrial park was marked for Dig Safe. Taylor to confirm the final budget with Seaside Graphics, but the decision was made to proceed as currently designed and priced. Motions were approved to:
 - 1) Give the green light on Jay McNiff's workers to move forward with the work on the physical foundations and;
 - 2) Present Blackburn Park tenants with a fee of \$2,000 per. (Motion made by: Seconded by: All in favor)
- **CATA On Demand:** Mike DiLascio provided the Board with an update on this fundraising and sponsorship program. A meeting was held with the YMCA asking them to become a local sponsor. The YMCA expressed interest and many of their staff already use the CATA system as a means for transportation to and from work. The Y expressed a strong interest in participating, but needs to present it to their leadership. Meetings with other potential sponsors include: The Halyard, Gloucester Housing Authority, the Beauport Hotel, Gorton's, Happy Valley, and Ocean Breeze Cultivators. DiLascio needs to follow up with Applied Materials and Cometeer. This CATA program has really taken off and we are continuing to look for corporate matches and potential sponsorships. Balf stated that it is important to distinguish we are helping to market this for employees and members. There is a much larger customer base and city service associated with this program. CATA On Demand has provided an option for employees that previously could not get to work before and now opening up employment opportunities to residents.
- **ARPA Funding:** Oppenheim and Balf provided an overview of the listening posts and community input. Some of the topics that were brought up for the ARPA spending included: a water treatment plant and road/sidewalk repair, affordable housing, economic development. DiStefano spoke about what the City plans to propose revitalizing the downtown area with the COVID relief funds. The task force has identified 12 priority projects. Some of these proposals include:
 - A downtown traffic and parking study
 - Designating a downtown management organizational committee that would form one entity to come together and launch programs.
 - Retail signage and improvement program.
 - Retail pop-up plans.
 - The genesis of funding is COVID related and individual concerns surrounding the following have been considered: Shelter, Housing, and Health Department needs.
 - Small business grants for start-ups.It would be beneficial for the EDIC to consider submitting a proposal for ARPA funds to spur manufacturing and industrial activity. Some ideas that were discussed included building out the biotech and bio-manufacturing space and promoting this cluster, the promotion of fish processing and other harbor industrial activity, We discussed either a grants or revolving loan funds. This conversation sparked a further conversation about exploring the potential to broaden the scope of the EDIC and update our mission. The harbor should be part of the EDIC's plans, for example. How do we move forward and best serve job creation in Gloucester? Balf will be responsible of putting together an ARPA proposal to submit by July 1st, 2022, and the Board unanimously supported this initial step.
- **Industrial Park Issues:** A meeting is scheduled with an energy consultant tomorrow to discuss energy capacity issues in Blackburn Industrial Park, and what it might take to ensure a sufficient supply of energy in the future? We need to take a holistic view to ensure energy capacity will be there for future growth and expansion. The EDIC is planning to schedule a meeting for all industrial park tenants and owners in the fall and getting multiple tenants together for a September or October meeting.

- The EDIC is continuing to work on and move forward with a feasibility study for the possible expansion of Kondelin Road.
- **EDIC Yearly Audit and financials:** The yearly audit has been completed and our financials are in good standing. Ruth has done a great job as Treasurer and all the accounts have been well managed. The EDIC net is \$651,903.00 with a total of \$36,478.00 in expenses, as of the end of 2021. There were no recommendation from the auditing firm on what we should be doing better.
- **City Owned Property/EDIC Owned property:** Balf will further look into what potential land is out there that is City owned and zoned for commercial and industrial use. There are a total of 45 properties from the list provided by the Assessors Office. A total of 5 properties are owned by the EDIC -- Four lots on Kondelin Road are wetland properties and one lot in Blackburn Industrial Park where the cell towers are located. We need to map out these 42 properties and identify those with potential site development and those with limited to no site development potential.
- Ruth Pino provided a farewell speech to the Board. The Board thanked Pino for all of her years of service and expertise and wished her the very best.
- There will not be an EDIC meeting in July. The next meeting is potentially scheduled for August 16th, 2022.
- A motion was passed to adjourn the meeting. All were in favor. The meeting ending at 5:57pm.