



City of Gloucester EDIC Board Meeting Minutes

September 12, 2016

City Hall Annex

3 Pond Road

Second Floor Conference Room

Members Present: R. Bernie (Chair), B. Pett, R. Ross, R. Bramhall, R. Pino, M. Dilascio. Other Attendees: T. Gillett, Executive Director, Dan Smith, and J. Cunningham.

Introduction:

- Call to order of the Quorum of the EDIC Board at 5:30pm
- Attendance taken: All Board Members present

Meeting Minutes:

Approval of May 18, 2016 minutes approved

Overview by T. Gillett Executive Director:

Phase II- Industrial Park

Tom Gillett provided an overview of phase II of the new industrial park project and where it stands.

Site Database:

The EDIC, City, and Chamber are working to establish an up to date view of currently available commercial and industrial buildings and land.

Atlantic Leather:

Due diligence work continues.

Ocean Cluster:

A team of 3 is involved in creating a business plan for this project.

Finances:

Chair Bernie took over the meeting for the Boards vote on a new Clerk of the Board, to discuss bookkeeping monthly fees and upgrading the current software used to Quickbooks, and a pay raise for Executive Director Gillett. All Board members voted in approval of making said changes. The Board has asked that Mr. Gillett provide an overall job description listing all of his responsibilities within his job function. The said pay raise will be in effect for one year beginning November 1, 2016.