

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
ASSISTANCE CORPORATION
BOARD OF DIRECTORS MEETING**

October 17, 2023
8:00 a.m.

MINUTES

Voting Members Present:

Russell Denver, Chair
Ellen Freyman, 1st Vice Chair
Daniel Keenan
Dr. John B. Cook, Secretary
Kelly Fellner
Paul Bailey
Timothy Sneed

Voting Members Absent:

David Brown
Phil Dromey
Tom Ashe

Also Present:

Andrea Nathanson, VP of Administration/CFO, STCC
Brendan Greeley, President, R.J. Greeley, Inc.
Jeffrey Fialky, Bacon Wilson
Jennifer Murphy, Senior Property Manager, Springfield Technology Park
Matt Flink, President, Appleton Corporation
Shinead Laventure, Accountant, Appleton Corporation

Exhibits

None

Call to Order

Mr. Russell Denver called meeting to order at 8:02 a.m. and roll call was taken. A quorum was established.

Approval of Minutes

A motion was made to approve the August 22, 2023 meeting minutes by Ms. Ellen Freyman. The motion was seconded by Mr. Paul Bailey and approved unanimously via roll call.

Management Report

Ms. Jennifer Murphy, Senior Property Manager, Springfield Technology Park, provided an update that the City of Springfield approved \$50,000 in ARPA funds designated as Historical Preservation for brick repointing and window sealing. Ms. Murphy also reported that the backup chiller needs to be either replaced or repaired. Management will review proposals from Siemens and Eversource on both options and possible incentives. The prices without factoring incentives in are approximately \$130 k to repair the existing chiller, and \$450 k for replacement.

Also related to Utility incentives, Ms. Murphy shared that she is exploring the possibility to install 4 EV charging stations in the Tech Park. Infrastructure would be 100% reimbursed, and equipment would be 80% reimbursed by Eversource through incentives (cost with no reimbursement would be \$5,000 per charging station).

Related to Board Membership, Ms. Murphy reported she is hopeful that a new board member can be appointed to replace Amy Glynn by the end of the calendar year, pending approval. Ms. Murphy has also been in touch with the Governor's Western MA office about filling an additional board position, this position will likely take longer than the end of the calendar year to appoint.

Shinead Laventure, Accountant, Appleton Corporation shared that the audit presentation will be slightly delayed, and she plans to connect with the auditors tomorrow October 18 to resolve their questions.

Mr. Brendan Greeley, President, R.J. Greeley, Inc shared highlights from the leasing activity report, including new leases, and possible leads. Of note, Cogent has agreed to a 5-year lease at \$750 per month with 3% annual increase for one of the co-location suites in 111-1. Mr. Greeley had a showing with a national payroll company looking at 22 k square feet in 104-1 and 104-2, and received an RFP from the company yesterday. Mr. Denver pointed out that only 111-4 remains vacant from the Liberty Mutual lease termination in 2020, and commended Mr. Greeley on his work securing new leases during challenging times of the pandemic and immediate aftermath.

New Business

N/A

Next Meeting

The next Springfield Technical Community College Assistance Corporation Board of Directors Meeting will be held on Tuesday December 19, 2023.

Meeting was adjourned at 8:30 AM.

Respectfully Submitted by: Dominick Uguccioni