

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
ASSISTANCE CORPORATION  
EXECUTIVE COMMITTEE MEETING**

June 15, 2021  
8:00 a.m.

**MINUTES**

Voting Members Present:           Russell Denver, Chair  
  Dr. John B. Cook, Secretary  
  Ricky Swaye  
  David Brown  
  Ellen Freyman

Also Present:                         Paul Stelzer, President, Appleton Corporation  
  Shinead Vasquez, Accountant, Appleton Corporation  
  Brendan Greeley, President, R.J. Greeley, Inc.  
  Jennifer Murphy, Senior Property Manager, Springfield Technology Park  
  Andrea Nathanson, Vice President/CFO, STCC

**Exhibits**

During the course of this meeting, the following exhibits were distributed and/or reviewed:

- Exhibit 1 – Draft minutes from April 6, 2021 meeting

**Call to Order**

Mr. Russell Denver called meeting to order at 8:00 a.m. and roll call was taken. All members of the Executive Committee were present.

**Approval of Minutes**

**Mr. Ricky Swaye made a motion to approve the minutes from the April 6, 2021 meeting. The motion was seconded by Mr. David Brown. Minutes were unanimously approved through roll call.**

**Management Report**

Dr. Cook presented an update on the funding for the Building 20/School of Health Relocation Capital Project. The College was not included in a recent round of project funding by DCAMM and was not selected as part of the federal earmark process by the office of Congressman Richard E. Neal. Once feedback is received from the state, it will be shared with the Committee.

Ms. Shinead Vasquez presented the FY 2022 Budget for approval. The financing activities and tenant and building improvements total \$3,232,000 which are offset by state funds of \$2,500,000 leaving a balance of \$732,000. The total revenue includes three new possible tenants.

**Ms. Ellen Freyman made a motion to approve the FY 2022 budget as presented. The motion was seconded by Mr. David Brown. FY 2022 budget was unanimously approved through roll call.**

Mr. Stelzer informed the Committee that he expects to receive the second portion of the bond bill (\$2.5M) in the near future. Mr. Denver asked if there are any major projects that need to be completed once we receive this funding. Mr. Stelzer noted that these funds will be used to complete the HVAC and parking lot projects.

Mr. Brendan Greeley presented the leasing report. Clinical and Support Options is ready to sign a 10 year lease. The tenant plans to invest \$1.5M into the space in tenant improvements. In addition, Mr. Greeley is working with General

Services Administration (GSA). They are interested in a 15 year lease for the top floor of Building 101. He is also working with Metro Care of Springfield and feels they are very interested in the space. More information will follow.

### **New Business**

Mr. Stelzer presented a proposal to pay Appleton for extraordinary project management services provided.

**A motion was made by Ms. Freyman to approve the payment for extraordinary services to Appleton. The motion was seconded by Dr. Cook and approved unanimously through roll call.**

A motion to approve the extension of the reverter to 2022 was presented. Mr. Brown asked what would happen if the deal doesn't go through. Would the Assistance Corporation own the land? Mr. Stelzer said the land would revert back to Develop Springfield, not the Assistance Corporation.

**A motion was made by Ms. Freyman to extend the terms of the reverter to August 28, 2022. The motion was seconded by Mr. Brown and approved by Mr. Brown, Mr. Denver, Ms. Freyman and Mr. Swaye. Dr. Cook abstained from the vote.**

Mr. Denver noted that this is the last Executive Committee meeting from Mr. Swaye. He thanked Mr. Swaye for all his hard work and noted that the Assistance Corporation was very fortunate to have him for so many years.

### **Next Meeting**

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on August 10, 2021.

### **Adjournment:**

A roll call was taken to adjourn the meeting 9:05.