



Franklin Regional Council of Governments

Economic Development District Governing Board

Date:	November 19, 2015
Time:	3:30 p.m.
Location:	Library Conference Room, JWO Transit Center, 12 Olive Street, Greenfield, MA
Duration:	1.5 hours
Facilitator:	Nancy Riebschlaeger, Chair

Attendees:

- Nan Riebschlaeger, Chair, Wendell
- Gary Dillensneider, Franklin County Community Development Corporation, Greenfield
- Sam Lovejoy, Franklin Regional Planning Board, Montague
- Michael McCusker, Buckland
- Carmela Lanza-Weil, Greater Shelburne Falls Area Business Association
- Art Schwenger, Heath
- Carolyn Shores Ness, Deerfield

Staff:

- Jessica Atwood, Economic Development Program Manager
- Gretchen Johnson, Planning Grant Administrator

1 – Call to Order: Nan Riebschlaeger (Chair)

N. Riebschlaeger called the EDD Board meeting to order at 3:30 p.m. A round of introductions followed.

2 – Vote to Elect EDD Board Officers: Jessica Atwood, FRCOG

J. Atwood stated that the election of officers was announced at the last meeting. She read the slate of nominations and asked if there were any additional nominations. J. Atwood noted the correction of the officer titles. M. McCusker MOVED the slate of nominations as presented. S. Lovejoy SECONDED. The motion PASSED unanimously.

3 – Review and Approval of the June 29, 2015 EDD Minutes: Nan Riebschlaeger (Chair)

A. Schwenger MOVED to approve the June 29, 2015 minutes. M. McCusker SECONDED. The motion was UNANIMOUSLY approved.

4 – Discussion and Vote on Revised Draft EDD Governing Board Bylaw: Jessica Atwood, FRCOG

J. Atwood reviewed the federal regulations applicable to the EDD and recent changes:

- EDD Organization must be a public or non-profit entity designated by the EDA

- Broadly representative of the principle economic public officials, community leaders, representatives of workforce development boards, institutions of higher education, minority and labor groups, and private individuals
- Demonstrate the capacity to implement the EDA approved CEDS
- Must hold meetings open to the public at least twice a year

J. Atwood noted that under the new federal regulations, there are no specific percentages or thresholds for membership composition.

J. Atwood reviewed the proposed changes to the EDD Governing Board Bylaws.

- Updates to reflect the federal regulations
- Specifies the role of the Board
- Makes the FRCOG Executive Committee appointing authority
- Removes specific membership composition requirements
- Removes “Committee” section
- Updates number of meeting to “at least twice”

S. Lovejoy asked about allowing alternates with the approval of the chair. A. Schwenger recommended not allowing alternates. S. Lovejoy suggested having the FRCOG Executive Committee appoint three members every year for a three-year term to compose the nine members on a rolling appointment system. M. McCusker proposed limiting the number of terms served by members. A. Schwenger replied that institutional knowledge is valuable to the Committee and that limiting terms may be more appropriate for the CEDS Committee. S. Lovejoy stated that seeking new members can always be an initiative without having to be mandatory.

A. Schwenger MOVED to approve the EDD Governing Board Bylaws as discussed. S. Lovejoy SECONDED. The motion was UNANIMOUSLY approved.

5 – Update on US Economic Development Administration (EDA) contract and match funding

J. Atwood stated that the FRCOG was awarded its 10th EDA planning award. This contract began on July 1, 2015 and will end on June 30, 2016. The grant requires a one to one match that can be satisfied by an in-kind match or cash from non-federal resources. The grant amount is \$70,000.

The Scope of Work includes:

- Development of the first annual update to the 2015 CEDS Plan
- Implementation of Strategic and Action Items of the 2015 CEDS Plan
- Coordination of federal, state and local funds
- Chart progress toward attainment of regional goals, objectives and vision of the CEDS
- Provide reports, data and regional information as requested by stakeholders and the EDA
- Ensure compliance with EDA regulations

The 2015 CEDS Plan Actions Item topics include:

- Collaboration Building
- Planning for 2016 Developers Conference
- Broadband Infrastructure
- Brownfields Program
- Water/Sewer Systems

- Transportation
- Downtown Revitalization
- Business Development
- Cluster Development

J. Atwood announced that the 2016 Developers Conference will be held in Springfield. J. Atwood asked for input on available sites. There was discussion about sites typically requested by site selectors and manufacturers, such as large parcels of developable industrial land. There was also discussion about other vacant or under-utilized properties and how to promote them for redevelopment. J. Atwood suggested that this topic be worked on by a smaller group or a discussion topic for the CEDS Committee. Discussion followed.

6 – Other Business and Adjourn

Copies of the handouts are available. Please contact Gretchen Johnson at gjohnson@frcog.org or 413-774-3167 x126.

S. Lovejoy MOVED to adjourn the meeting at 4:55 p.m. A. Schwenger SECONDED the motion. The motion PASSED.

Respectfully submitted by:



Gary Dillensneider, Clerk