



166 Boulder Drive, Suite 104 East

Fitchburg, MA 01420

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## MEETING MINUTES

January 21, 2020

Fitchburg Redevelopment Authority Office  
166 Boulder Drive, Suite 104 East, Fitchburg, Massachusetts

**MEMBERS PRESENT:** Tom Donnelly, Chairman  
Jay Roy, Vice Chairman  
Charles Caron, Treasurer  
Bud Leonhardt, Member

**OTHERS PRESENT:** Francisco Torres, MassDevelopment TDI Fellow  
David Thibault-Munoz, Friends of Fitchburg Abolitionist Park  
Bill Hannigan, P.E., Hannigan Engineering  
Rodrigo Alonso, Tango Construction  
Meagen Donoghue, Executive Director, FRA  
Tom Szocik, FRA Consultant  
Jennifer Zumwalt, FRA Consultant

### 1. MEETING CALL TO ORDER

Chairman Donnelly called meeting to order 8:05 a.m.

### 2. READING AND APPROVAL DECEMBER 17, 2019 MEETING MINUTES

Mr. Caron motioned to accept the meeting minutes from December 17, 2019 and enter them into the FRA's minute's book. Seconded by Mr. Leonhardt. The motion carried by 4-0 vote.

### 3. BUDGET & FINANCE

#### (1) Bills to Pay

Ms. Zumwalt explained the Payment in Lieu of Taxes for all FRA properties. Ms. Donoghue informed the Board that all other bills for this month are normal course.

Mr. Caron motioned to approve payment of the attached list of bills. Seconded by Mr. Roy. Motion carried 4-0.

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#### **4. GENERAL BUSINESS**

##### **A. Funding Requests**

###### **(1) Friends of Fitchburg Abolitionist Park**

Mr. Thibault-Munoz discussed the plans for the proposed park, located on North Street noting some of the work has been completed and funding would allow for further progress, including hiring a landscape architect to design the property. Ms. Thibault-Munoz indicated the park would be taken care of by Fitchburg State University once efforts were completed by the volunteer group.

Mr. Caron motioned to allocate \$2,000 to the Friends of Fitchburg Abolition Park. Seconded by Mr. Roy. Motion carried 4-0.

###### **(2) 72-hour Public Art Challenge**

Mr. Torres discussed the upcoming event on February 29, 2020 which included art work from NuVue's Art Stewards program. Mr. Torres requested \$1,000 in funding to support the beer tent for the event.

Mr. Caron motioned to allocate \$1,000 to the 72-Hour Public Art Challenge. Seconded by Mr. Roy. Motion carried 4-0.

###### **(3) Civic Days**

Ms. Donoghue shared correspondence from the City of Fitchburg requesting funding for Civic Days noting that the Board allocated \$5,000 for the previous year.

Mr. Leonhardt motioned to allocate \$5,000 to the Civic Days program. Seconded by Mr. Roy. Motion carried 4-0.

##### **B. Main Street Housing Grant**

Mr. Torres was also present to speak on behalf of the applicant, Matt Fournier who was reapplying to the program for his project at 409 Main Street. Mr. Torres indicated the mixed use project's time line included completion of the residential portion within the next twelve months, while the commercial area is set to be completed by this coming May.

Mr. Caron motioned to award the Main Street Housing Grant for 409 Main street to Mr. Matt Fournier. Seconded by Mr. Leonhardt. Motion carried 4-0.

##### **C. 0 Airport Road**

Mr. Hannigan, on the behalf of Mr. Alonso offered a proposal to the Board consisting of a land swap. The proposed swap would entail the FRA giving approximately 3.6 acres for 120 feet of Tangle Construction's frontage. Mr. Alonso would also pay for the deed transfer and engineering work. Mr. Hannigan also recommended the FRA go to the Town of Lunenburg's Conservation Commission in order to move forward with the engineering work. The Board discussed meeting on January 30, 2020 to further discuss Mr. Hannigan and Alonso's land swap proposal.

##### **D. 49 Snow Street**

Ms. Donoghue informed the Board that the sale of the property is delayed due to wording of line 1.C within the Option to Purchase document. The Board directed Ms. Donoghue to contact Mr. Krikorian to

see if he would be amenable to having a time limit from permitting to the end of construction in place of that within 1.C.

**E. Putnam Place**

**(1) Update on Property Manager Position**

Ms. Donoghue discussed the timeline to hire the position.

**(2) Requests to use Parking Lot**

Ms. Donoghue shared the proposals from the City of Fitchburg's City Clerk and Veterans Council and the Spring Food Truck Festival. The Board directed Ms. Donoghue to make all future decisions regarding the use of the parking lot as the Executive Director.

**5. ADMINISTRATIVE REPORT**

**(1) Thank you from Holiday Decorating Committee**

Ms. Donoghue shared the letter from the City's Holiday Decorating Committee with the Board.

**(2) New Board Member, Laura Bayless, PhD**

Ms. Donoghue indicated the Mayor appointed Dr. Bayless to the Board who will attend her first meeting in February.

**(3) Other**

Ms. Donoghue discussed a building issue with the keys having learned that certain keys were being illegally cut from an unauthorized local locksmith. Ms. Donoghue will follow up with the tenant.

**6. ADJOURNMENT**

Mr. C. Caron made a motion and seconded by Mr. Leonhardt to adjourn the meeting at 10:25 am. The motion carried 4-0.

**NEXT MEETING SCHEDULED:** February 18, 2019

Respectfully submitted,



Meagen P. Donoghue  
Executive Director