



FITCHBURG REDEVELOPMENT AUTHORITY
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July 20, 2021
Fitchburg Redevelopment Authority Office
166 Boulder Drive, Suite 104 East, Fitchburg, Massachusetts

Meeting held in person and via Zoom

MEMBERS PRESENT: Charles Caron, Chair
Jay Roy, Vice Chair
Laura Bayless, PhD, Treasurer
Bud Leonhardt, Member
Laura O'Kane, Member

OTHERS PRESENT: Stephen DiNatale, Mayor, City of Fitchburg
Mary Jo Bohart, City of Fitchburg, Dir. Of Economic
Development
Chris Bujold
Meagen Donoghue, Executive Director, FRA
Tony Amico, Facilities Manager
Jennifer Zumwalt, FRA Consultant

1) MEETING CALL TO ORDER

Chairman Caron called meeting to order 7:38 a.m.

2) PRESENTATION BY MAYOR DINATALE TO BUD LEONHARDT

Mayor DiNatale presented long-time member Bud Leonhardt a Citation from the City for his 25 years of service. Ms. Donoghue also presented Mr. Leonhardt with a plaque and gift card and thanked him for his time with the FRA.

3) READING AND APPROVAL OF THE JUNE 15 AND JULY 1 AND 8, 2021 MEETING MINUTES MEETING MINUTES

Mr. Leonhardt motioned to accept the meeting minutes from June 15 and July 1 and 8, 2021 and enter them into the FRA's minute's book. Seconded by Ms. O'Kane. The motion carried by 5-0 vote.

4) BUDGET AND FINANCE

i) Summary Report

Ms. Zumwalt stated six additional bills had come in the mail and added to the summary report as of this morning. Aside from those additions, all bills were on normal course.

Ms. O'Kane motioned to approve the payment of the attached list of bills as amended. Seconded by Mr. Leonhardt. Motion carried by 5-0 vote.

5) GENERAL BUSINESS

FRA Properties

(1) 0 Airport Road

(a) Presentation by GFI Properties

Ms. Donoghue stated GFI Properties requested to table their presentation until the August meeting.

(b) Update on Tango

Ms. Donoghue discussed she attended the week prior the Fitchburg Planning Board Meeting (where Ms. O'Kane recused herself) in support of the Approval Not Required (ANR) for the 3.6 acres sold to Tango. She noted representatives from Tango were not in attendance, so she presented, and the plan was subsequently approved.

Putnam Place

(1) River Styx Parking Lot

The Board discussed Mr. Leonhardt's proposal to lease the parking lot spaces as previously reviewed at the June 2021 Board meeting. Mr. Roy suggested if the parking lot begins to fill up, the Board could look again to lease but not to do so at this time.

Mr. Bujold asked if the use of the parking lot should be in the lease and Mr. Caron responded yes. Mr. Bujold suggested having a second lease that could go year-by-year and have the following conditions:

1. Will be reviewed annually and be respective of parking needs for all tenants
2. Must be maintained and cleaned
3. For at any reason and for no reason, the FRA can take the parking lot back to former use
4. Subject to CAM Charges

For the River Styx construction project focusing on their expansion and garage door installation, Mr. Leonhardt suggested posting a bond for the

brick and windows. In addition, the Board asked Ms. Donoghue to get the insurance and attorney information from River Styx.

(2) Facilities Update

Mr. Amico was attending to facilities need during the time of the meeting.

FRA Grant Round #3

Ms. Donoghue discussed the draft she shared of an application for a 3rd round of grant funding. Ms. Bohart stated that applicants are not at the same place where they were last year at this time, so her department has established a new round as well. She added that certain business owners have been through a lot and so her department was targeting them, specifically the restaurants who did not receive SBA support. She stated that they did not establish a dollar amount like they did last year. Instead, their grant is need-based and taking by a case-by-case basis.

Discussion ensued about the SBA grant process. Ms. O'Kane suggested taking out of the FRA grant program the aspect of showing a 50% loss. Mr. Leonhardt said businesses that made it this far, our support will be helpful, and asked rhetorically how will the money be used. Ms. Donoghue suggested instead of showing any sort of a loss, how about we look at it as a project-based grant. The Board agreed and Ms. Donoghue stated she will send out a new draft of the grant application to be reviewed.

Ms. O'Kane, suggest we start with granting up to \$50,000 and if need be, go to \$100,000.

Dr. Bayless motioned to approve having a third round of grant funding with the allocation of \$50,000. Seconded by Mr. Leonhardt. Motion carried by 5-0 vote.

Funding Request

(1) Friends of Fitchburg Veterans

Ms. Donoghue stated the request was for the use of the Putnam Place parking lot, not funding. Their event will be held on September 18, 2021, from 9:30am-2:30pm.

Mr. Roy motioned to allow the Friends of Fitchburg Veterans to use the Putnam Place parking lot for their 5K event on September 18, 2021. Seconded by Mr. Leonhardt. Motion carried by 5-0 vote.

6. ADMINISTRATIVE REPORT

Ms. Donoghue told the Board she received a call from a movie location scout looking to visit Building 3 for the potential use for the filming of Salem's Lot.

7. ADJOURMENT

Mr. Roy motioned and seconded by Mr. Leonhardt to adjourn 8:36 A.M. The motion carried 5-0.

NEXT MEETING SCHEDULED: August 26, 2021

Respectfully submitted,

Meagen P. Donoghue
Executive Director