



FITCHBURG REDEVELOPMENT AUTHORITY
renewing • revitalizing • rebuilding

166 Boulder Drive, Suite 104 | Fitchburg, MA 01420
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MEETING MINUTES

April 15, 2026
Fitchburg Redevelopment Authority Office
166 Boulder Drive, Suite 104 East, Fitchburg, Massachusetts

Meeting held in Person

MEMBERS PRESENT: Joe Bowen, Chair
Charles Caron, Vice Chair
Maribel Cruz, Treasurer
Brian Lipomi, Member
Chuck Siomos, Member

OTHERS PRESENT: Jeff Aveni, FRA Attorney
Meagen Donoghue, Executive Director, FRA
Sarah Stebulis, Business Administrator, FRA
Robert Hasche, Facilities Manager, FRA

1. MEETING CALL TO ORDER

Chairman Bowen called meeting to order at 8:03 a.m.

2. WELCOME NEW MEMBERS: CHUCK SIOMOS & BRAIN LIPOMI

Chairman Bowen officially welcomed new Board members Chuck Siomos and Brian Lipomi.

3. READING AND APPROVAL REGULAR & EXECUTIVE SESSION MINUTES FROM MARCH 18, 2026, AND EXECUTIVE MINUTES FROM APRIL 8, 2026.

Mr. Caron motioned to approve the Regular meeting minutes from March 18, 2026. Seconded by Mr. Lipomi. The motion carried by 5-0 vote.

Mr. Caron motioned to approve the Executive meeting minutes from March 18, 2026 and April 8, 2026. Seconded by Mr. Siomos. The motion carried by 5-0 vote.

RELEASE OF EXECUTIVE SESSION MEETING MINUTES FROM MARCH 18, 2026 AND APRIL 8, 2026.

Mr. Caron motioned to release the Executive meeting minutes from March 18, 2026 and April 8, 2026. Seconded by Mr. Siomos. The motion held by 0-5 vote.

4. BUDGET AND FINANCE

A. Summary Report

Ms. Stebulis stated all bills were on normal course and she explained exceptions to monthly bills.

Mr. Caron motioned to approve the payment of the attached list of bills. Seconded by Mr. Siomos. Motion carried by 5-0 vote.

5. GENERAL BUSINESS

A. Funding Requests

1. North Central MA Chamber of Commerce Annual Meeting

Mr. Caron motioned to approve a sponsorship donation of \$1,000 to North Central MA Chamber of Commerce Annual Meeting. Seconded by Mr. Siomos. Motion carried by 5-0 vote.

B. Request to Move Vintage Steam Turbine

Ms. Donoghue gave an update that the Vintage GE Steam Turbine on Boulder Drive needs to be moved for final construction phases of the new library. Ms. Donoghue spoke to Susan Navarre from the Fitchburg Historical Society and they are looking for grants to move and restore it with a new footing. Mr. Bowen asked if it needed to be moved and disposed of and we couldn't find someone to restore it, what would the cost be. Mr. Caron believes it will cost about \$10,000 to move and restore. Mr. Bowen didn't think we should take it without a plan for it. Ms. Donoghue will follow up with the Historical Society on their interest in it.

C. Administrative Reports

1. Business Administrator's Update

Ms. Stebulis stated that the bank information has been updated to reflect the new and current Board members. She has worked to clean up years of business filing and optimizing organization. She and Ms. Donoghue will be working on an FRA newsletter for the Spring.

2. Facility Manager Update

Mr. Hasche stated that there was a single roof leak in DRS with the recent rain that has been repaired. He has replaced some of the lightbulbs in outdoor lighting fixtures on the building on DRS's side. He reached out to Socotec and paused the roof replacement project. The building failed the recent sprinkler pressure test. Chairman Bowen said he

would arrange for the water department and Johnson Controls to work together to fix the issue. The HVAC in the Registry of Deeds server room is being replaced next week. Our recent boiler inspection failed because the Freon pressure valves were not vented outside, which has been fixed now, and because we don't have a refrigerant monitor in the room. Higgins Mechanical is looking into whether we need the monitor or not for our equipment. Various asphalt repairs have been completed around the parking lot, which include repairs of pot holes and sink holes. Recent elevator inspections all passed with no issues of note. Mr. Hasche is working with the State on energy reporting for our building, which is a new regulation.

3. Executive Director's Update.

Ms. Donoghue held a meeting with tenants about the City's sewer separation project with Unital and Weston & Sampson, which included a detailed scope of project. Construction starts May 1 and will take 9 weeks total. In the Fall, they will do the other side of the building.

Ms. Donoghue gave an update on the encroachment issue in Lunenburg on the Airport Road property. After a long time, we have finally received the certificate of compliance from the Lunenburg Conservation Commission, which GFI needed to move forward with the purchase of the property. Ms. Cruz added that the money that Attorney Erb has been holding in escrow from Eagle Trucking can now be returned to them. Mr. Caron asked when the anticipated closing date is. Ms. Donoghue stated June 2026.

6. PLANNING & COMMUNITY DEVELOPMENT UPDATE

No Representative attended.

7. EXECUTIVE SESSION

Mr. Caron motioned adjourn the Regular Board meeting and not return, and to enter into Executive Session at 8:42 a.m. Seconded by Mr. Lipomi. Motion carried 5-0.

8. ADJOURMENT

NEXT MEETING SCHEDULED: May 20, 2026

Respectfully submitted,

Sarah U. Stebulis
Business Administrator