

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
ASSISTANCE CORPORATION  
BOARD OF DIRECTORS MEETING**

April 18, 2023  
8:00 a.m.

**MINUTES**

Voting Members Present:

Russell Denver, Chair  
Ellen Freyman, 1<sup>st</sup> Vice Chair  
Paul Bailly  
Daniel Keenan  
David Brown  
Dr. John B. Cook, Secretary  
Kelly Fellner  
Phil Dromey

Voting Members Absent:

Amy Glynn  
Tom Ashe  
Timothy Sneed

Also Present:

Andrea Nathanson, VP of Administration/CFO, STCC  
Brendan Greeley, President, R.J. Greeley, Inc.  
Jeffrey Fialky, Bacon Wilson  
Matt Flink, President, Appleton Corporation  
Shinead Vasquez, Accountant, Appleton Corporation  
Stephanie Goulet, Tenant Services Coordinator, Appleton Corporation

**Exhibits**

N/A

**Call to Order**

Mr. Russell Denver called meeting to order at 8:00 a.m. and roll call was taken. A quorum was established.

**Approval of Minutes**

The February 21, 2023 minutes will be approved at the June 20, 2023 meeting.

**A motion was made by Mr. Russell Denver to approve the findings in the resolutions Ms. Jenn Murphy had emailed to the group in regards to the Peoples Bank Loan and the Bond Refinancing. Mr. Daniel Keenan moved this motion to accept. The motion was seconded by Ms. Ellen Freyman.**

**Management Report**

Mr. Matt Flink, President, Appleton Corporation, provided an update on the legislative breakfast meeting Ms. Jennifer Murphy had on March 3, 2023 in regards to \$2.5 million in DCAMM funding and seeking of support for the \$5 million in funding for the 2021 economic development bill. Ms. Murphy and Mr. Russ Denver also met with representative Mr. Carlos Gonzalez. Overall, the legislators were impressed.

Ms. Shinead Vasquez, Accountant, Appleton Corporation informed all that she is currently working on the FY 2024 budget, but at this moment cannot provide a financial update as it is too early in the month.

Mr. Brendan Greeley, President, R.J. Greeley, Inc., shared an update on the DDS project: Construction is moving along quickly and appears we are still on track for a lease commencement of July 1<sup>st</sup>. After Mr. Denver inquired on how many employees DDS will have, Brendan informed all that there would be more than 150 employees, but no more than 200, noting that these given employees would not be occupying the space at the same time which will help control the parking here. Mr. Greeley also informed all of the prospective interest in 10,000 sq ft of Building 103-3 by a radio station company, explaining the leased space would be similar to CSO leased space, as this prospective tenant would take the space “as is” & do their own construction. A meeting was held with contractors & architects to come up with a rough schematic drawing of how the space would look like. Mr. Greeley also informed all that although O’Connell Care at Home would not be renewing their lease in Building 101, most of the building is mostly full in reflection of tenant retention.

#### **Ongoing Construction Projects**

Dr. John B. Cook, President, Springfield Technical Community College shared an update regarding the School of Health project and that it is now a \$4.1 million project and at which originally was at \$550 per sq ft has now increased to \$900 - \$1,000 per sq ft. Because the project manager is DCAMM, prevailing wages will need to be paid, so we are “wedded to this formula” so to say.

#### **Discussion and Vote on Future of Remote Meetings (In reflection of)**

Mr. Russell Denver suggested to all that he would like to continue to conduct the Board meetings via Zoom.

**A motion was made by Mr. Denver to accept the provisions necessary to continue a remote option for Board meetings. Mr. Daniel Keenan moved this motion. Dr. John B. Cook seconded the motion. All in favor.**

Mr. Denver informed all that Amy Glynn is retiring and stepping down as a board member. Dr. Cook mentioned that UMASS would be helping to fill her position.

#### **New Business**

N/A

#### **Next Meeting**

The next Springfield Technical Community College Assistance Corporation Board of Directors Meeting will be held on Tuesday June 20, 2023.

Meeting was adjourned at 8:23 AM.

Respectfully Submitted by: Stephanie Goulet