

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE  
ASSISTANCE CORPORATION  
EXECUTIVE COMMITTEE MEETING**

October 10, 2023

8:00 am

**MINUTES**

Voting Members Present:           Russell Denver, Chairman  
  Daniel Keenan  
  Ellen Freyman, First Vice Chair  
  Dr. John B. Cook, Secretary, Springfield Technical Community College

Voting Members Absent:           David Brown

Also Present:

Andrea Nathanson, VP of Administration/CFO, STCC  
Brendan Greeley, President, R.J. Greeley, Inc.  
Jennifer Murphy, Senior Property Manager, Springfield Technology Park  
Matt Flink, President, Appleton Corporation

**Exhibits**

Mr. Brendan Greeley, President, R.J. Greeley, Inc., shared the leasing activity report prior to the meeting and reviewed updates during the management report.

**Call to Order**

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

**Approval of Minutes**

A motion was made to approve the August 15, 2023 meeting minutes by Ms. Ellen Freyman. The motion was seconded by Dr. John Cook and approved unanimously via roll call.

**Management Report**

Ms. Jennifer Murphy, Senior Property Manager, Springfield Technology Park, provided an update that the City of Springfield approved \$50,000 in ARPA funds designated as Historical Preservation for brick repointing and window sealing. Ms. Murphy also reported that the back up chiller needs to be either replaced or repaired. Management will review proposals from Siemens and Eversource on both options and possible incentives. Ms. Murphy shared that management is seeking to terminate their service agreement with Otis Elevator for cause, and they are reviewing a proposal from another company.

Mr. Russell Denver along with Ms. Murphy shared that the audit presentation will be slightly delayed, and further updates will be forthcoming.

Mr. Brendan Greeley, President, R.J. Greeley, Inc shared highlights from the leasing activity report, including new leases, and possible leads. Of note, Western MA Homebuilders and Remodelers has emerged as a lead to utilize space in 101-1. Cogent has agreed to a 5-year lease at \$750 per month with 3% annual increase for one of the co-location suites in 111-1

**Next Meeting**

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on Tuesday December 12, 2023.

Meeting was adjourned at 8:25 am

Respectfully Submitted by: Dominick Uguccioni