



Mayor Joshua A. Garcia

City of Holyoke

Holyoke Redevelopment Authority

Aaron M. Vega, Executive Director

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March 9th, 2022

Holyoke City Council
City of Holyoke
Holyoke, MA 01040

Dear Councilors:

Please find attached copies of meeting minutes for the Holyoke Redevelopment Authority for the dates listed below.

HRA Meetings:

November 17th, 2021 Annual Meeting
November 17th, 2021 Regular meeting
December 15th, 2021
January 19th, 2022

As always, please contact me if there are any questions.

Sincerely,

Aaron M. Vega

CITY HALL ANNEX • 20 KOREAN VETERANS PLAZA – SUITE 406 • HOLYOKE,
MASSACHUSETTS 01040-5037

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Birthplace of Volleyball

Holyoke Redevelopment Authority
Annual Meeting Minutes- November 17, 2021 at 5:30 p.m.
Virtual Meeting via Zoom - Meeting ID: Meeting ID: 816 2609 1209

Members Present:

Thomas Creed, Chairperson
 Carl Eger, Vice Chairperson
 John Whelihan, Treasurer
 Daphne Board, Member

Staff Present:

Aaron Vega, Executive Director
 John Dyjach, Assistant Director

1. **Call to order:** Chairperson Thomas Creed called the meeting to order at 6:25 p.m. and stated that the meeting is being held virtually per the Governor's March 12, 2020 executive order and being recorded via a zoom video conference. He added that today marks the HRA's first HRA hybrid meeting with some Board Members in attendance in person. A roll call followed:

<u>Name</u>	<u>Present</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

2. **Annual Meeting Business**

- a. **Summary of Activities/ Annual Report:** Chairperson Creed referred the Board to the report prepared by staff which includes an impressive list of HRA accomplishments since November 2020. He thanked the City and DHCD for their support of the HRA and asked if there are any questions or comments. Board members commented that it would be interesting and possibly useful to see annual reports from other redevelopment authorities. John Dyjach said he would ask DHCD if those are accessible and if some annual report examples can be shared. He said the HRA's report will be submitted to the City Council and to DHCD.

- b. **Financial Report:** John Dyjach reviewed the financial report and said that the HRA's available funds remained stable. He noted there is an increase primarily from the liquor license payment. He noted that the Board also approved staff to utilize funds for legal expenses for the South Holyoke project although none were used to date. Mr. Dyjach said that staff is also reviewing the HRA signatories for the bank account and that he will reach out to Board members as needed to update. Aaron Vega noted one idea to consider going forward is for the HRA to provide funding for building upgrades for properties in the urban renewal plan.

With no further discussion, Chairperson Creed said that he would entertain a motion to approve the Annual Report including attachments. Said motion was made by Carl Eger and seconded by John Whelihan. A roll call followed:

<u>Name</u>	<u>Yes</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

c. **Election of Officers:** Chairperson Thomas Creed said that in some previous years the Board rotated officers annually and noted that this year the Board is down one member. Carl Eger, Jr. said that he strongly recommends in the form of a motion that the current officers be retained in their current position and that Daphne Board be named Assistant Treasurer in order that all current members are officers. Mr. Eger said that per his motion the officers would remain Thomas Creed as Chair, himself as Vice Chair, John Whelihan as Treasurer and Daphne Board would become Assistant Treasurer. John Whelihan seconded the motion and asked Thomas Creed if he is willing to serve another term as Chair. Mr. Creed replied that he is and added that he does not want to make this permanent but considering the progress made, especially in South Holyoke and while the Board awaits a fifth member, it does make sense to continue. He added that if the need arises the Board can change the officer mix at any time during the year. A roll call on the motion followed:

<u>Name</u>	<u>Yes</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

3. **Other Business:**

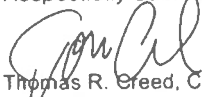
Staff thanked the Board for their commitment to the HRA Board. A video of the Chair's comments at the 216 Appleton Street funding announcement was then shown.

4. **Adjournment:**

At 6:55 p.m. a motion was made by John Whelihan and seconded by Daphne Board to adjourn the annual meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

Respectfully Submitted,



Thomas R. Creed, Chairperson
Holyoke Redevelopment Authority

Holyoke Redevelopment Authority
Meeting Minutes - November 17, 2021 at 5:30 p.m.
Virtual Meeting via Zoom - Meeting ID: Meeting ID: 816 2609 1209

Members Present:

Thomas Creed, Chairperson
Carl Eger, Vice-Chairperson
John Whelihan, Treasurer
Daphne Board, Member

Staff Present:

Aaron Vega, Executive Director
John Dyjach, Assistant Director

Others Present: Lauren Canepari (WinnDevelopment), Anthony Luciano (License Board), Attorney Michael Bissonnette, (Law Department)

1. **Call to order:** Chairperson Thomas Creed called the meeting to order at 5:33 p.m. and stated that the meeting is being held virtually per the Governor's March 12, 2020 executive order and being recorded via a zoom video conference. He added that today marks the HRA's first hybrid meeting with some Board Members in attendance in person. A roll call followed:

<u>Name</u>	<u>Present</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

2. **HRA Board Business**

- a. **Meeting Minutes of October 27, 2021:** A motion was made by Carl Eger and seconded by John Whelihan to approve the October 27, 2021 meeting minutes. All members approved.

3. **Project / Property Updates**

- a. **216 Appleton Street / WinnDevelopment:** Thomas Creed commented about the project funding announcement made at an event last month. He then introduced Lauren Canepari of WinnDevelopment to provide a project update. Ms. Canepari said that with the DHCD award letter in hand the project is officially happening. She explained next steps with the other funding sources and that Winn is working to finalize 100% design plans. Ms. Canepari added that Winn is working to close of 5 Essex Street which would connect to 216 Appleton over a connector to be built over the rail lines. She said they are working to resolve some title issues on this sale and that they are also preparing updated plans for the Planning Board's consideration. Regarding project timing, Ms. Canepari said they expect start of construction be late first quarter or early second quarter 2022 with April being the goal for shovels in the ground. Thomas Creed asked if anything is needed from the Authority or the City to help with the April start date. Ms. Canepari replied that she thinks they are on their timeline. John Whelihan asked for more information on the Essex Street building. Ms. Canepari explained that it would serve as a second entrance for tenants as well as an amenity for 216 Appleton and it would have such things as a community room, a gym and a management office. She said that there would be an enclosed bridge connector over the rail to 216 Appleton and that the property would provide some additional parking for the development. A rendering of the project was shown and Ms. Canepari added that this also is a benefit for Phase Two of the project. Thomas Creed asked about the extent of involvement with the railroad. Ms. Canepari said the railroad has been very cooperative and that they have an

MOU in place to build over the rail including an easement for air rights. Thomas Creed commented that this design to include the new building is a great enhancement for both project phases. Aaron Vega said that from the legal side it is important to have the ground lease reviewed. Ms. Canepari said that Winn's counsel is working on this. John Dyjach noted that staff and Winn are working to amend the agreement for the 191 Appleton Street land so that the timing is consistent with the 216 Appleton agreement. Aaron Vega noted that State Housing Committee Chair is visiting Holyoke and that this project and others in the area will be highlighted. Thomas Creed thanked Ms. Canepari on behalf of the Board for the update and the partnership with Winn.

John Dyjach said that the extension for the 191 Appleton Street agreement is being reviewed by KP Law and asked if the Board is amenable to approve if the only purpose is to align the dates with the 216 Appleton agreement. Thomas Creed commented that if the other terms or structure of agreement aren't changing, he would entertain a motion to authorize the Chair to execute an amendment to make the 191 Appleton Street agreement coterminous with the 216 Appleton Street agreement. Motion to move the order as stated by the Chair was made by Carl Eger and seconded by John Whelihan. With no further discussion, a roll call followed:

<u>Name</u>	<u>Yes</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

- b. **Canal Row:** Chairperson Creed welcomed Denis Luzuriaga for an update on the Canal Row project. Mr. Luzuriaga said the main update is that they applied for funding from the State's Housing Development Incentive Program and that they are awaiting notice if the funding will be provided. He said they have been preparing design plans but the outcome of the funding request will determine the path forward for the project. He explained the concept remains the same with forty-five apartments on three upper floors and fifteen thousand square feet of leasable commercial space on the ground floor. Thomas Creed asked if there is any indication of when notification of the HDIP funding will be made. Mr. Luzuriaga said he did not know but is hopeful that it would be in a few weeks. Aaron Vega said that this project will be highlighted along with the need for HDIP funding during the tour next week with the Housing Committee Chair. Thomas Creed thanked Mr. Luzuriaga and said that the extension to the current agreement will be taken up at the HRA's December meeting when hopefully more information on funding is known.
- c. **South Holyoke Homes:** Thomas Creed said that Holyoke Housing Authority was not asked to attend the meeting but noted that he went by the Phase One site and saw progress with footings poured. He said the next step for Phase Two is for the parcels to be approved for transfer from the City to HRA which he understands is in process. Aaron Vega noted that the legal agreements for the Phase Two properties are in process including the swap for the Church lot. Attorney Bissonnette noted that it is reasonable to expect the sale to be completed by the end of the year. He noted that the sale of 123 Pine Street is also progressing.
- d. **123 Pine Street:** John Dyjach said that the Disposition Agreement is being finalized. Chairperson Creed noted that the Board previously authorized the Chair to execute so long as there are no material changes. John Dyjach noted that the garage, formerly at the rear of the property, was removed by the City.

e. **Dwight Street Community Garden:** Aaron Vega explained that he has been in contact with Neighbor to Neighbor about the maintenance plan needed for the property as part of their agreement with the HRA. He added that staff also worked with other city departments to provide assistance to the person formerly living at the site and that the tent was removed. John Dyjach explained that the agreement with Neighbor to Neighbor expires at the end of the month. Thomas Creed said that with a maintenance plan still pending he is not sure the Board is ready to proceed with a longer term. Daphne Board asked why a longer term is not being considered if the requirements are the same. John Dyjach responded that the original agreement required a maintenance plan which Neighbor to Neighbor has not provided yet. There was then discussion on clarifying what is needed in the Maintenance Plan and Aaron Vega said he would continue working with Neighbor to Neighbor to get this done. Thomas Creed asked if it made sense to extend the existing agreement for sixty days while this was being worked on. A motion was made by Carl Eger and seconded by Daphne Board to extend the existing agreement with Neighbor to Neighbor for sixty days. Under discussion Carl Eger said it is important to have this document in writing as it is a provision of the agreement to document. Thomas Creed agreed and said it is a cooperative effort and for everyone's benefit to have a document outlining this. With no further discussion, a roll call on the motion followed:

<u>Name</u>	<u>Yes</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

4. **Center City Liquor License:** Chairperson Creed said that the Board and staff continue to explore ways to promote the utilization of the Center City Liquor License Program. Aaron Vega said one effort toward this is to collaborate with the License Board and then introduced Anthony Luciano, its Chair. Mr. Luciano thanked the HRA for this opportunity and said the License Board has discussed ways to support this program and make it more attractive. He said one possibility may be for the License Board to help match some incentives and suggested that a working group be formed to consider this and other ideas ways to promote the program. Aaron Vega explained that there may be some flexibility with the program and that some modifications to the requirements of the program be considered to go along with additional marketing. Thomas Creed asked if a Board member was interested and available to be part of the working group. Carl Eger offered to represent the Board for this. Thomas Creed thanked Anthony and Carl and asked that they provide updates as this evolves. He also said that he is especially interested broadening the definition of businesses that can take advantage of the program and hoped the working group can creatively explore that aspect. Daphne Board said a couple of ideas that come to mind are to make the information and application for the program available in Spanish and secondly to reach out to restaurants in the area that do not have a license. Carl Eger said he thinks that market awareness of the program is crucial. To this point Daphne Board suggested that a press release be done highlighting the business that recently received a license as well as to market the program. Aaron Vega said these are good ideas for staff to follow-up on.

5. **Other Business:**

- a. Thomas Creed read the note of appreciation from Suzanne Parker of Girls Inc. to the HRA about the progress with the South Holyoke Homes development.
- b. Aaron Vega said that he is in discussion with Mayor Garcia about the vacancy on the Board and hopes there will be an appointment soon.

- c. Aaron Vega said that since some of the current HRA projects are taking shape it may be time in the next few months for the Board to consider the next priorities. Thomas Creed concurred and suggested that it might be good for him and another Board member to meet with staff to consider priorities that could then be discussed with the entire Board at a meeting.

6. Adjournment:

Chairperson Creed said that he does not anticipate that an Executive Meeting is necessary and that the Board will convene its Annual Meeting next. With no other business a motion was made by Carl Eger and seconded by John Whelihan to adjourn the meeting at 6:25 p.m. A roll call followed:

<u>Name</u>	<u>Yes</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

Respectfully Submitted,


Thomas R. Creed, Chairperson
Holyoke Redevelopment Authority

Holyoke Redevelopment Authority
Meeting Minutes – December 15, 2021 at 5:00 p.m.
Virtual Meeting via Zoom - Meeting ID: Meeting ID: 812 5529 1883

Members Present:

Thomas Creed, Chairperson
Carl Eger, Vice-Chairperson
John Whelihan, Treasurer
Daphne Board, Assistant Treasurer

Staff Present:

Aaron Vega, Executive Director
John Dyjach, Assistant Director

Others Present: Jennifer Keitt (HRA Board Appointee pending City Council confirmation)

1. **Call to order:** Chairperson Thomas Creed called the meeting to order at 5:05 p.m. and stated that the meeting is being held virtually per the Governor's March 12, 2020 executive order and being recorded via a zoom video conference. A roll call followed:

<u>Name</u>	<u>Present</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

Chairperson Creed led introductions to Jennifer Keitt. Ms. Keitt then proceeded to provide her background and express her interest in joining the HRA Board.

2. **HRA Board Business**

- a. **Meeting Minutes of November 17, 2021:** A motion was made by Carl Eger and seconded by Daphne Board to approve the November 17, 2021 meeting minutes as written. John Dyjach said there are a few typographical errors that will be corrected. All members approved.

John Dyjach noted that the Annual Meeting minutes are prepared and will be presented at a future meeting.

3. **Project / Property Updates**

- a. **216 Appleton Street / WinnDevelopment:** Aaron Vega updated the Board that staff is still pursuing the draft ground lease for the project with WinnDevelopment and the attorneys. He wants a specific timeline to be provided so that the HRA is not rushed when the March or April closing comes along. Mr. Vega said that, upon Winn's request he is providing a narrative of other developments occurring in the area. Additionally, he said that Winn is coordinating a meeting with residents of 101 Cabot Street to discuss Historic Register designation. Mr. Vega said that as the last update he is aware that Winn is resolving title issues for their purchase of the property across the rail line on Essex Street. John Whelihan asked if there is a percentage of 101 Cabot residents needed to approve historic designation. Aaron Vega explained that it is his understanding there is not a percentage required but that the residents can individually or as a group provide letters of support or opposition or that they do not respond as Winn only needs to show efforts were made to involve the other parties and this also includes the 108 Cabot and 1 Bigelow Street buildings that were also once part of the Farr Alpaca complex. Daphne Board asked if someone from the city or the HRA should be at Winn's meeting with the residents. Aaron Vega said he will attend and one or two HRA members are welcome. He expects someone from the Historic Commission to also attend. Chairperson Creed asked Mr. Vega to inform the Board of the meeting date and time.

Holyoke Redevelopment Authority Meeting

December 15, 2021

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Chairperson Creed then said that regarding the schedule with Winn he thinks it is especially important to get the timeline and/or a calendar until April in writing so as to avoid delay and provide accountability for tasks. He added that he does not know all the items that need to happen including what Winn needs to accomplish with the Planning Board. Carl Eger agreed and said some form of matrix would work. Chairperson Creed asked that staff work with Winn to provide this.

Daphne Board suggested that the new Ward Councilor should be invited to Winn's meeting. Chairperson Creed agreed and added that communication should be initiated with the new Ward Councilors on the urban renewal plan and with all HRA activities. Aaron Vega agreed and that will start when the new Councilors become official in early January.

John Dyjach said that the extension for the 191 Appleton Street agreement that was approved by the Board in November is being finalized for signature by the Chair and WinnDevelopment.

- b. **Canal Row:** Chairperson Creed said that Board action needs to be considered regarding extensions drafted for the Option Agreement and the License Agreement. John Dyjach explained the agreements and said they are the same as previous extensions with one notable change being that no new non-refundable deposit is being required for this extension. He said this was not done at the developer's request but at Staff's suggestion because there is already \$10,000 in non-refundable deposits and the developers have expended or will expend other expenses to get the project going. Mr. Dyjach said the Law Department reviewed and approved the form of these agreements. He added that the state recently approved the commercial incentive, but the housing incentive approval remains the key. With this information, Chairperson Creed asked for the Board's to consider a motion to approve these agreements and authorize the Chair to execute. A motion was made by Carl Eger and seconded by Daphne Board to approve the action as described by the Chair. Chairperson Creed said that he agrees with not including a deposit but that it does not preclude the HRA from requiring future deposits for extensions if needed. He added that the length of the extension appears reasonable and is sufficient time to receive notice of HDIF funding and for securing project financing. He noted that the agreement extension date should be written as June 30, 2022. With no further discussion a roll call vote followed:

<u>Name</u>	<u>Yes</u>
Daphne Board	X
Thomas Creed	X
Carl Eger	X
John Whelihan	X

- c. **South Holyoke Homes:** John Dyjach said that the City Council recently approved transfer of the Phase 2 lots on Clemente Street to the HRA. He reviewed a map of the Phase 2 area and said the next step is to prepare the standard Land Disposition Agreement and asked that Board to consider authorizing staff to prepare this document and finalize this document since except for it being a different location it is the same agreement used for other HHA South Holyoke Homes properties. Thomas Creed said that it is unusual to ask for approval of a document the Board has not reviewed but he understands it would be the same document and that he would be supportive especially if it helps expedite the process and not have to call a special meeting. He said that he would entertain a motion to approve the standard disposition agreement with the HHA for South Holyoke Homes to transfer parcels 5, 6, 7 and 8 and authorize the Chair to execute as long as it is in form and substance as the previous HRA/HHA agreements. John Dyjach said that staff will come back to the Board if there are any substantive changes, He added that staff is trying to move these

agreements along and that their execution also relies on the Law Dept. and HHA review. With no further discussion a roll call vote followed:

<u>Name</u>	<u>Yes</u>
John Whelihan	X
Carl Eger	X
Thomas Creed	X
Daphne Board	X

- d. **Dwight Street Community Garden:** John Dyjach said he has little to report but thinks progress is being made on the one remaining item for the extension which is Neighbor to Neighbor's maintenance plan for the property. He thinks this should be resolved in the next 30 to 60 days. Aaron Vega added that during a recent discussion with Neighbor to Neighbor it was good to hear that they would be a tax paying entity after they acquire.
- e. **123 Pine Street Sale:** John Dyjach said that the agreement is signed and that the buyer has a forty-five day due diligence period and if that goes well another thirty days to close. He added that the City removed the dilapidated garage that was at the rear of the building before the agreement was signed.
4. **Other Business:**
- a. Aaron Vega said he and Daphne Board recently discussed the idea of grants for property rehab in the URP area and thinks there will be some ideas to bring forward to the Board in the new year. Thomas Creed suggested that some fund generation for such a program should also be part of the discussion.
- b. Aaron Vega said that, although the former Geriatric Authority is not under the purview of the HRA, he thought it important to share that considerable progress is being made on this project by Kindred and BayState Healthcare. He shared slides depicting the estimate \$62M development and noted that this will also be a tax paying entity with an estimated \$1.3M in new annual tax revenue for the City. John Dyjach also noted a recent meeting that Aaron and the Mayor convened with manufacturers and that it is important to continue to engage with these established companies.
- c. Aaron Vega asked if the HRA would like to meet individually or as a group to discuss future priority projects for the HRA. Thomas Creed concurred and suggested that it might be good for him and another Board member to meet with staff after the holidays to consider priorities that could then be discussed with the entire Board at a meeting. He also said he wants to be cognizant of staff's bandwidth as other projects are nearing a conclusion.
- d. Chairperson Creed said that he was pleased to see the recent press article about HRA activities which included promotion for the Center City Liquor License Program. Daphne Board then asked about Avalon's pending liquor license program. Aaron Vega said he recently talked with one of the partners there and that they need to provide the State ABCC with one piece of documentation. He will continue to try to move this along. He added that he is also working with other companies to consider the program.

5. **Adjournment:**

With no further business and no executive meeting a motion was made by Daphne Board and seconded by Carl Eger to adjourn the meeting at 5:58 p.m.

Respectfully Submitted,


Thomas R. Creed, Chairperson

Holyoke Redevelopment Authority
Meeting Minutes - January 19, 2022 at 5:00 p.m.
Virtual Meeting via Zoom - Meeting ID: Meeting ID: 894 6946 6507

Members Present:

Thomas Creed, Chairperson
John Whelihan, Treasurer
Daphne Board, Assistant Treasurer

Staff Present:

Aaron Vega, Executive Director
John Dyjach, Assistant Director

Others Present: Attorney Michael Bissonnette, (Law Department)

1. **Call to order:** Chairperson Thomas Creed called the meeting to order at 5:01 p.m. and stated that the meeting is being held virtually per the Governor's March 12, 2020 executive order and being recorded via a zoom video conference. A roll call followed:

<u>Name</u>	<u>Present</u>
John Whelihan	X
Thomas Creed	X
Daphne Board	X

2. **Pine & Dwight Street Community Garden / Neighbor to Neighbor - License Agreement for 772 Dwight Street:** Chairperson Creed said this is the primary topic for the meeting because the License Agreement expires at the end of the month, and it was necessary to have something in place at least for the interim period while a longer term is determined. Aaron Vega then explained that staff has been in contact with Neighbor to Neighbor and it appears they have been maintaining the property after recent storms. He discussed with them to formalize a more detailed maintenance plan in accordance with the existing agreement and that we would like to have this finalized by the February HRA meeting. He added that after this was finished the idea would be to extend the license agreement for the rest of the year which would give enough time to discuss the potential sale of the property. John Dyjach noted that he thinks we are getting closer on the maintenance plan and that the suggestion is to extend the license for 30 days to get it resolved. Chairperson Creed suggested the extension be sixty days just in case of any unseen events that could cause delay. He added that if possible, it would be good to have Neighbor to Neighbor at the February meeting to discuss their plans as well as have the draft of a longer extension to consider. He asked if there were any additional comments and if not, he would entertain a motion to extend the agreement for 60 days from the existing expiration of January 28th. Said motion was then moved by Daphne Board and seconded by John Whelihan. A roll-call vote followed.

<u>Name</u>	<u>Yes</u>
John Whelihan	X
Thomas Creed	X
Daphne Board	X

3. **Other Business:**

- a. Thomas Creed talked about a recent meeting with he was part of with John Whelihan and staff to discuss potential upcoming priorities for the HRA related to the urban renewal plan. He said this was brought up at the last Board meeting to have staff and two Board members begin the discussion and bring back ideas to a future meeting. Chairperson Creed said the meeting started with the obvious fact that the HRA is dealing with limited resources and capacity and needs to not lose focus on the current priorities such as South Holyoke, 216 Appleton, 123 Pine and others. He

said the consensus of the meeting seemed to be that High Street especially the southern end was the next area of focus. However, it was also determined that the HRA should talk with constituents starting with the Mayor and then City Councilors for Wards 1 and 2. Chairperson Creed said this does not preclude us from working on other projects especially if some resources become available. John Whelihan agreed and added that the area on High Street has seen many more vacant lots and empty buildings recently and it would be to have attention there. He noted the area around the former Essex House and said it would be good to star an inventory of what is there. Daphne Board said this could also be coordinated with the City's Problem Property Group to identify properties with issues. Aaron Vega agreed and said that identifying High Street is timely because the office has applied to MassDevelopment's Transformative District Initiative for assistance for the area on High St. from about Appleton down to 391. He said the area was dubbed the Southern High Street District or So. High District. He said the program would provide direct staff support and potential project funding. Thomas Creed said High Street seemed logical, but we also do not want to lose sight of improvements needed along Main Street especially to compliment South Holyoke Homes. Thomas Creed said this was a good first session that will lead to more discussion, a meeting with constituents and follow-up for things like a property inventory. He suggested that a walking tour would be helpful when the weather is better. Aaron Vega agreed and said he would also want to invite the Building Commissioner and Board of Health Director to provide more insight. Daphne Board asked if all Councilors would be invited. Thomas Creed replied saying he thinks so but that there would also be a separate meeting specifically with the Ward 1 and 2 Councilors.


- b. Aaron Vega indicated that new hirings in the office for the Head Clerk and Development Specialist are expected to start soon and they will also support the HRA's work. He said one of the projects he would like the Development Specialist to work on is the code improvement grant concept that has been discussed.
- c. Aaron Vega said that the License Board at this point decided not to proceed with reducing renewal fees or matching the HRA's contribution. He will follow-up with them to keep the door open for the idea. He said that he would ask the HRA Board to continue considering a fee reduction although there are currently no pending applications.
- d. John Dyjach mentioned that the agreements are being finalized for property transactions for South Holyoke Homes and that 123 Pine Street is nearing a decision on closing on the sale.
- e. Atty. Mike Bissonnette mentioned that the DPW is investing in infrastructure improvements including on High and Maple Streets and suggested this be kept in mind to align with the HRA efforts. Chairperson Creed thanked Atty. Bissonnette and said that this coordination is important as it was for the South Holyoke improvements.

4. Adjournment:

With no further business and no executive meeting a motion was made by John Whelihan and seconded by Daphne Board to adjourn the meeting at 5:28 p.m. A roll-call vote followed.

<u>Name</u>	<u>Yes</u>
John Whelihan	X
Thomas Creed	X
Daphne Board	X

Respectfully Submitted,


Thomas R. Creed, Chairperson