

Southfield Redevelopment Authority  
Board of Directors Meeting  
Conservation Commission  
Monday, March 26, 2018 @ 7:00pm  
Conference Room, SRA office

Directors Present: Lyndsey Kruzer, Chairman  
Kelli O'Brien-McKinnon, Vice-Chairman  
Tony Agnitti  
Chris Primiano  
David Rubin  
Chris Aiello

Not Present: Pat O'Leary, Clerk  
Robert Rizzi  
Tom Henderson

Also Present: Paul Niedzwiecki, Executive Director  
Jim Young, Land Use Administrator  
Rob Downey, Asst. Planner

The Chairman called the meeting to order at 7:00pm.

#### Minutes

**VOTED: Motion of Kelli O'Brien-McKinnon, seconded by Lyndsey Kruzer, to accept the minutes of March 5, 2018.**

**6-0-1 vote; Tony Agnitti abstained**

#### Board Measure 18-007

Mr. Young said he expects this project to be completed spring of 2020 and is in favor of a 3-year extension of the Order of Conditions.

**VOTED: Motion of Chris Aiello, seconded by Chris Primiano, to approve an extension of the Order of Conditions (OOC) for the Woodstone Crossing project (MassDEP File #'s SE 081-1157) for a period of three years to and including April 13, 2021.**

**Unanimous 6-0 vote**

#### Board Measure 18-008

Mr. Young said the two OOC's for this project were for the infrastructure and residential completion of some homes within the 100' of Buffer Zone. He said there is still work to be completed, adding that the Orders will expire 7/13/18. He is favor of a 3-year extension.

**VOTED: Motion of Lyndsey Kruzer, seconded by Chris Aiello, to approve an extension of both Orders of Conditions for the Brookfield Village project (MassDEP File #'s SE 081-1161 and SE 081-1162) each for a period of three years to and including July 13, 2021.**

**Unanimous 6-0 vote**

Discussion and possible action on HR and payroll outsourcing and authorization for Executive Director to engage part-time accounting services

Mr. Niedzwiecki said there are three options available to cover all day-to-day financial responsibilities:

- Some duties can be reassigned
- Some responsibilities could be outsourced
- Hire a part time person (20 hours or less)

Mr. Niedzwiecki explained that a full-time treasurer will be needed at some point contingent on the project reaching certain milestones.

**VOTED: Motion of Chris Primiano, seconded by Kelli O'Brien-McKinnon, to approve of the Executive Director creating a job description for a part-time accounting position.**

**Unanimous 6-0 vote**

Treasurer Eric Hart told the Board that the Norfolk County Retirement System has informed him that his SRA wages need to be included in his retirement wages. He offered to have any costs to SRA deducted from his salary.

Discussion and possible action on Executive Session minutes

Mr. Niedzwiecki said Executive Session minutes must be released once the purpose for the Executive Session is no longer relevant. He will work with Pat O'Leary on the Executive Session minutes and present those to the Board next month.

**VOTED: Motion of Chris Aiello, seconded by Kelli O'Brien-McKinnon, to approve of the release of the Executive Session minutes that are due out by March 28<sup>th</sup>.**

**Unanimous 6-0 vote**

Report of Executive Director, Paul Niedwiecki

Report highlights:

Three Major Capital Obligations

- Navy Promissory Note (\$7,000,000 outstanding)
- 2010A Bond issued to extend site utilities (issued at 7.5%, needs to be refinanced at less than 4% which could save \$150,000 per year)
- Parkway Bond: Parkway Bond is the most problematic. The repayment schedule isn't consistent with the pace of development for a project of this size and complexity. Additionally, the calculation of "new state revenue" contained in the bond needs to be revisited.
- Mr. Niedwiecki said:
- There are ways to refinance in order to save money and he wants to talk to the state to see about renegotiating terms.
- Annual audit has been completed by Powers & Sullivan and the state auditor is issuing their report this week. The state's main concern is that SRA does not have a finance plan if there is no master developer.
- He would like Powers & Sullivan at the next meeting. He would also like Atty. Galvin to attend to review the Open Meeting Law with the Board.

Other major functions

- Permitting is in good shape
- Mission is to see full build-out
- Be more proactive in regards to horizontal development
- Seek grants and financing for infrastructure
- Ensure infrastructure plan will accommodate 5-year plan

Topics not reasonably anticipated by the Chairman 48 hours in advance of the meeting: none.

Public Comments on this evening's topics of discussion:

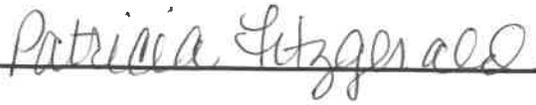
Mrs. Parsons of Rockland:

- Asked who can apply for the PT bookkeeper position. Mr. Niedwiecki replied "anyone".
- Stated a permanent agreement needs to be reached regarding the water supply.

Steve LeMott, Union Point resident, said that LStar promised quarterly reports but there hasn't been any lately. He said these reports need to be done and it may help to lessen the negativity felt by some residents.

Next Meeting: April 4, 2018

**VOTED: Motion of Chris Aiello, seconded by Lyndsey Kruser, to adjourn the meeting at 7:47PM  
Unanimous 6-0 vote**



Patricia Fitzgerald, Recording Secretary



Lyndsey Kruzer, Chairman of the Board

**Documents reviewed during the meeting:**

18-007: Pulte request letter, March 12, 2018

WPA Form 7 – Extension Permit

18-008: Pulte request letter, March 12, 2018

WPA Form 7 – Extension Permit