Holyoke Redevelopment Authority  
Meeting Minutes  
March 20, 2013 at 5:00 pm  
Conference Room - One Court Plaza  
Holyoke, MA

Members Present:  
Jacqueline Watson, Chairperson  
Carl Eger, Jr., Vice-Chairperson  
Patricia Duffy, Treasurer  
Gladys Lebron-Martinez, Assistant Treasurer

Present:  
Marcos Marrero, Director  
John Dyjach, Assistant Director  
Charles Murphy-Romboletti, Development Specialist  
Rosemary Simonich, Head Administrative Clerk

1. CALL TO ORDER  
   Chairperson Jacqueline Watson called the meeting to order at 5:07 p.m. and stated that the meeting was being recorded. A roll call followed:

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<tr>
<th>NAME</th>
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2. REVIEW OF MEETING MINUTES  
   - Regular Meeting Minutes of January 16, 2012  
     A motion was made by Patricia Duffy and seconded by Carl Eger, Jr. to approve the Regular Minutes of the January 16, 2013 meeting. The decision was unanimous and a roll call vote followed:

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3. URBAN RENEWAL PLAN  
   - Funding  
     Marcos Marrero explained that he recently approached the Holyoke Economic Development and Industrial Corporation (HEDIC) regarding ways to partner with the HRA on implementation of the Urban Renewal Plan (URP). Mr. Marrero thought that HEDIC was agreeable to providing some funding for actions in the URP. He noted that the HEDIC Board was interested in URP projects that could stimulate more activity for HEDIC programs. He said that staff is preparing an estimated budget for each anticipated action within the first phases. The costs include appraisals, title exams, surveys, legal fees, permitting fees and any other costs associated with
real estate transactions. Also if there is anticipated pre-development work needed on properties, including environmental assessment remediation, demolition and/or structural stabilization, those costs are being roughly estimated as well.

Mr. Marrero estimated that $500,000 could be a number to request from HEDIC to pay for the various property expenses. He said the request should come from the HRA so that HEDIC can consider what the terms will be. Carl Eger, Jr., who is also currently Chair of the HEDIC, stated that HEDIC is there to help the HRA and in favor of making it work. It was noted that Councilor Aaron Vega, Chair of the City Council Redevelopment Committee has submitted an order to transfer all public properties in areas 5, 6, and 7 to the HRA, as recommended in the URP. Mr. Marrero stated that some of these properties are still in the tax title taking process and must first be approved by the City Council regarding whether or not they go to auction. If they don’t go to auction, the Treasurer can then exercise the deed to transfer the property to the HRA. Mr. Marrero said the first auction is scheduled for April 25. He then outlined the steps to transfer a tax title property to the HRA:

- Once the City has received judgment from Land Court on the property, the City Council must consider the recommendation made by the City Treasurer to either send to auction or transfer to another City entity.
- The City Council must then declare the property surplus
- The City Council must then take a vote to transfer it to the HRA

The Board then discussed rough cost estimates for parcels in areas 5, 6 and 7, which were compiled by staff in order to make the properties site ready/shovel ready. These costs include pre-development costs, acquisition costs and combining aggregating parcels. After some further discussion, the Board decided that more information on funding and before making a formal request to HEDIC.

4. CITIZEN PARTICIPATION COMMITTEE

Marcos Marrero said that following-up from the last meeting, he along with Chuck Murphy-Romboletti discussed the involvement of the Citizen’s Participation Committee with Tom Creed. He said that further consideration would be needed and noted a few topics that were discussed:

- Possible name change for the group
- Yearly nominations for CPC membership to be held at the HRA annual meeting
- Possibly have CPC meet Quarterly
- Reviewing the current list of members and having HRA Board nominate new members

5. Other Business
   - Updates
     - One Court Plaza
       Marcos Marrero said that the office is preparing to move to the 4th Floor of the Annex Building at 20 Korean Veterans Plaza. He said this location will offer more useful space and allow more permitting agencies within one building and be better for customer services within the permitting process. He said that an additional benefit is that the move will reduce HEDIC’s annual building expenses by roughly $15,000-$20,000 per year.
     - Rail and Canal Walk
       Marcos Marrero said that rail platform design is proceeding and that easement negotiations are underway.
• **Revitalization of Lyman Terrace**
  Marcos Marrero said that a second public meeting was held and options for the property redevelopment will be presented at the next meeting.

• **Victory Theater**
  Marcos Marrero said a market study is being planned to do pre-development work on the Victory Theater.

• **Comprehensive Economic Development Strategy (CEDS)**
  John Dyjach explained that the Pioneer Valley Planning Commission (PVPC) annually prepares a Comprehensive Economic Development Strategy (CEDS) for the region. He said that as part of the CEDS the PVPC invites communities that are eligible for Economic Development Administration funding to submit project proposals. He said that the four projects submitted for Holyoke are related to the URP. He then listed the proposals as the Innovative District area, the Depot Square-Transit Oriented Development area, the Victory Theater and Lynch School with downtown green space development.

• **Lynch School**
  Marcos Marrero noted that the HRA at some point may consider an urban renewal plan for the Lynch School Block. He said that future development of this property will require a plan to consider multiple aspects.

6. **ADJOURNMENT**

   With no other business to discuss a motion was made by Patricia Duffy and seconded by Carl Eger, Jr. to adjourn the meeting at 6:20 pm. A roll call vote followed:

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   Respectfully Submitted,

   Jacqueline Watson, Chairperson
   Holyoke Redevelopment Authority