

**GRA REGULAR MEETING TRANSCRIPT AND MINUTES VIA  
CONFERENCE CALL MARCH 25, 2020**

*115 Pleasant Street, Hubbard Conference Room 203, Gardner, MA 01440*

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**Members present:** Ronald Cormier-Chairman, Neil Janssens, Timothy Horrigan, and Trevor Beauregard.

**Members absent:** Paul Tassone and M. Paul Carlberg.

**Also present:** Christine Fucile.

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**ANNOUNCEMENT OF OPEN MEETING RECORDINGS :**

Any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the Chair forthwith. All Documents referenced or used during the meeting must be submitted in duplicate to the Director of Community Development & Planning pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting.

**Call to Order:**

**Ron Cormier:** Called the Regular Meeting to order at 8:55 a.m.

**Ron Cormier:** Noted everything is a roll cote vote, and if it's unanimous, will have to assume, since this is on line, all are in favor of it. All agreed.

**1. Minutes:**

**Ron Cormier:** Asked for a vote to Approve Regular Meeting Minutes of February 19, 2019.

*Motion to approve Regular Meeting Minutes as presented.*

*T. Horrigan/N. Janssens.*

*Vote – All in favor.*

**Roll Call Vote:**

Ron Cormier, yes; T. Horrigan, yes; N. Janssens, yes.

*Count – 3 yes.*

**2. Old Business :**

2.1 Urban Renewal Plans:

**Trevor Beauregard:**

Stated there is nothing new to report for Downtown and Mill Street at this time.

3. New Business:

3.1 Financials for Accounts and Investments:

**T. Beauregard:**

Said he met with Ryan Laliberte of Edward Jones last week. Mr. Beauregard requested Mr. Laliberte develop an investment plan for transferring \$50,000 out of the money market which has been running at a high balance for the past year or so. The transfer of \$50,000 from the

money market balance of \$128,000, give or take, into our stocks and bonds investment portfolio will help balance our portfolio. The current and proposed “diversification by investment category” sheet shows the gold bar which is current money market cash on hand, and will take from that, then transfer the cash on hand into growth and income to be more in line with what Edward Jones recommends as shown on the green bar.

**T. Beauregard:**

Need to vote on the financials, and also the proposed divestment of cash in the stock portfolio.

**T. Horrigan:**

Said he will make both of the motions.

**R. Cormier:**

Stated the Motion made by T. Horrigan and seconded by N. Janssens. Asked if any discussion needed on both motions. No one spoke.

*Motion to accept financials as presented.*

T. Horrigan/N. Janssens.

Vote - All in favor.

Roll Call Vote:

Ron Cormier, yes; T. Horrigan, yes; N. Janssens, yes.

Count – 3 yes.

*Motion to transfer \$50,000 out of money market to place into the stock portfolio as suggested by Mr. Laliberte of Edward Jones*

T. Horrigan/N. Janssens.

Vote – All in favor.

Roll Call Vote:

Ron Cormier, yes; T. Horrigan, yes; N. Janssens, yes.

Count – 3 yes.

3.2 32 Parker Street Land Transfer to City:

**T. Beauregard:**

Noted the site survey plan that was recently prepared, and commented it is not 100% complete because property bounds still need to be completed along the new Parcel A where the corners are. Also on the plan, which is number 7 on the right hand side, the remaining area will become Parcel B in the revised plan, and will be transferred to the City. The Parcel A will remain with the two buildings which is pretty much a dirt area to be used for parking, and the other area which says remaining area of the GRA will be a simple deed transfer to the City, upon acceptance by the City.

**R. Cormier:**

Asked if anyone would like to make a motion to transfer that designated parcel to the City.

**N. Janssens:**

Said he will make the motion.

*Motion to transfer designated Parcel B to the City.*

N. Janssens/T. Horrigan.

Vote – All in favor.

Roll Call Vote:

Ron Cormier, yes; T. Horrigan, yes; N. Janssens, yes.

Count – 3 yes.

3.3 Lewis Property Care 2020 Contract:

**T. Beauregard:**

Indicated he had C. Fucile put together the past three (3) years expenses to give the Board an idea. Furthermore, the contract for 2020 is up for renewal. Mentioned, the most recent year of 2019 expenses were a little above 2018, because of tree cutting along the Route 2 sign, therefore, if the \$890 cost is taken out for the tree cutting expense, the total expenses for 2019 match 2018 in the amount of \$4,700. Additionally, the expenses went up from 2017 about \$700 due to addition of “fall clean-up” as a set fee.

Commented Lewis does a great job cleaning up, especially where the entrance is. Also commented he himself put a new flag up.

Asked for a vote to renew the 2020 contract, and commented they are a local company.

**T. Horrigan:**

Said he will make the motion.

*Motion to renew Lewis Property Care 2020 contract for grounds maintenance at Summit Industrial Park.*

T. Horrigan/N. Janssens.  
*favor.*

Vote – All in

Roll Call Vote:

Ron Cormier, yes; T. Horrigan, yes; N. Janssens, yes.

Count – 3 yes.

3.4 KW Commercial Contract Renewal:

**T. Beauregard:**

Noted we have been working with Keller Williams for the past couple years, and the second year agreement is now up for renewal. Commented they have been doing a good job representing the GRA, most recently assisted with a “lease to buy” agreement negotiation. Said he recommends the Board consider renewing another year.

N. Janssens:

Said he will move it.

*Motion to renew Keller Williams Commercial contract for real estate services for one year.*

N. Janssens/T. Horrigan.

Vote – All in favor.

Roll Call Vote:

Ron Cormier, yes; T. Horrigan, yes; N. Janssens, yes.

Count – 3 yes.

4. <u>Announcements / Notices / Articles / Special Events:</u>
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**R. Cormier:**

Asked if T. Beauregard had anything else.

**T. Beauregard:**

Replied no Mr. Chairman.

**R. Cormier:**

At this time would like to wish everyone well and stay healthy.

Adjournment

*Meeting closed at 9:06 a.m.*

*Motion to adjourn.*

*N. Janssens/T. Horrigan.*

*Vote – All in*

*favor.*

Roll Call Vote:

Ron Cormier, yes; T. Horrigan, yes; N. Janssens, yes.

Count – 3 yes.

**Executive Session** *(if required)*

All documents referenced or used during the meeting are part of the official record and are available in the Gardner Redevelopment Authority office, Gardner City Hall Annex, Room 201, pursuant to the Open Meeting and Public Records Law.