

**EXECUTIVE  
COMMITTEE**





## **Executive Committee Meeting Notes for Tuesday, May 7, 2013**

Committee Members: Vice Chair Sally DelGreco, Treasurer Rita Armstrong, and John Moncure

Excused: Chair John Peters and Secretary Lois Skillings

MRRRA Staff: Steve Levesque, Tom Brubaker and Kathy Paradis

Others Attending: Board Members Steve Weems and Sande Updegraph, and Denise Clavette and Kristine Schuman

Location: MRRRA Conference Room 118A, Hangar 6, Brunswick

Vice Chair Sally DelGreco called the meeting to order at 7:30 a.m.

### **Federal Updates.**

Executive Director Steve Levesque advised that the sequestration is delaying the transfer of property to sometime in the fall of the year. Properties to be transferred include the Sea Bee compound and some small buildings in the cantonment area.

### **State Updates.**

#### Pending Legislation:

- LD 1179. A public hearing was held.

### **Local Updates.**

- Town of Brunswick. Brunswick/MRRRA Liaison Denise Clavette updated the Committee on the transfer of Building 211 (Rec. Center) to the Town. The Navy will incorporate the DEP's environmental comments (comment period for ends on May 22) into the FOST-2013-3. After the FOST is finalized, the Navy will transfer the property to the Department of Interior. The Department of Interior may allow the Town to take the Building #211 by constructive possession, giving it use the property until actual ownership is realized. Denise advised that the Town plans to move the recreation programs currently at the Federal Street location to building #211. She will follow-up with Parks and Recreation Director Tom Farrell as to any new programs the Town might offer.

Denise also reported that the Recreation Trails Committee meetings are coming to an end. The last Committee meeting will be May 2, and a public meeting will be held on June 6, after which it will be presented to the Town Council in July.

- Town of Topsham. No report given.

**Contract Awards.** Steve advised the Executive Committee that following a Request for Proposal process, review of bids and selection process, there are four contracts to award. The contract awards are for building demolition, hangar 5 roof repair, airfield pavement maintenance, and vehicle purchases.

1. Building Demolition. Tom Brubaker, MRRA's Public Works and Utility Manager, advised the Committee that after reviewing six bids, MRRA's consultant, Wright-Pierce, is recommending awarding the bid to McGee Construction for the bid amount of \$428,700.00.

**Action Item:** John Moncure moved that authorization be sought from the Economic Development Administration to award the building demolition contract to McGee Construction and, if authorized, that the Executive Director enter into a contract with McGee Construction, which was seconded by Sande Updegraph. The vote was unanimous of the Committee members present.

2. Hangar 5 Roof Repair. Steve advised the Committee that after reviewing five bids, MRRA's consultant, Hoyle, Tanner & Associates, Inc., is recommending awarding the bid to IRC Roof Management Services for the amount bid of \$70,165.00.

**Action Item.** John Moncure moved that authorization be sought from the Federal Aviation Administration and Maine Department of Transportation to award the Hangar 5 Roof Repair contract to IRC Roof Management Services and, if authorized, that the Executive Director enter into a contract with IRC Roof Management Services, which was seconded by Rita Armstrong. The vote was unanimous of the Committee members present.

3. Airfield Bituminous Pavement Maintenance. Steve advised the Committee that after reviewing eight bids, MRRA's consultant, Hoyle, Tanner & Associates, Inc., is recommending awarding the bid to AnnSeal, Inc. for the bid amount of \$56,500.0. The large variance between bid amounts was noted and Tom Brubaker stated that the consultants felt confident that AnnSeal could do the work.

**Action Item.** John Moncure moved that authorization be sought from the Federal Aviation Administration and Maine Department of Transportation to award the Airfield Bituminous Pavement Maintenance contract to AnnSeal, Inc. and, if

authorized, that the Executive Director enter into a contract with AnnSeal, Inc., which was seconded by Rita Armstrong. The vote was unanimous of the Committee members present.

4. **Vehicle Purchases.** Steve advised the Committee that MRRA had solicited quotes from Chevy, Ford and Dodge dealerships for a half-ton 4x4 crew cab with 9,500 lbs tow package and a one ton diesel dump with two or three yard capacity with snow plow prep package. After reviewing the bids, staff is recommending that the half ton truck be awarded to Goodwin's Chevrolet for \$33,153.50; and the one ton dump truck be awarded to Bodwell Dodge for \$43,490.00.

**Action Item.** John Moncure moved that the Executive Director be authorized to purchase a half-ton 4x4 crew cab with a 9,500 lbs. tow package from Goodwin's Chevrolet, and a one ton diesel dump truck with two or three yard capacity, and a snow plow prep package from Bodwell Chrysler, Plymouth and Dodge, which was seconded by Rita Armstrong. The vote was unanimous of the Committee members present.

### **Property Closing Updates.**

Steve advised that the sale of the first block of BEQs (76 units) to George Schott closed a couple of weeks ago; a second sale is expected in June, and a third in September. In addition, Tom Wright of TBW, LLC of Freeport purchased buildings 24 and 592 for its Seeds of Independence School. The closing for the Priority Group is still in the works for the former Navy lodge (building #31) and the former Recreation Mall (building #583).

**Tech Place Initiative.** Steve and Sally DelGreco updated the Committee on the EDA grant opportunity, Make It in America Challenge, stating that it has three components:

1. The EDA portion of the grant would make facility improvements;
2. The Coastal County Workforce (CCWI) portion would create workforce training; and
3. The Maine Manufacturing Extension Partnership (MEP) portion will provide technical assistance

Steve noted that Tech Place has a strong application with many partners:

- Midcoast Regional Redevelopment Authority
- Maine Technology Institute
- Maine Extension Partnership
- Southern Maine Community College
- Maine Advanced Manufacturing Center
- University of Maine
- Coastal Counties Workforce Board

- ❑ Kestrel Aircraft Company
- ❑ Mölnlycke Health Care USA
- ❑ Town of Brunswick
- ❑ Maine Department of Economic and Community Development
- ❑ Maine Congressional delegation

Fifteen applicants will be selected from across the country to serve as initial pilots for the program. At some point in time, the pilot program, hopefully, could turn into a larger picture – one for the entire state.

**Executive Session.** At 8:00 a.m., John Moncure made a motion to adjourn the meeting and go into executive session pursuant to 1 MRSA Sec. 405(6)(C) – (pending and potential property sales and leases and other property disposition issues), which was seconded by Steve Weems. The vote was unanimous of the Committee members present.

**Regular Session:** At 9:00 a.m., the Committee came out of Executive Session and made the following motion:

**Action Item:** John Moncure moved to approve funding to SaviLinx, LLC from the MRRA Growth Fund Loan Program in the amount of \$50,000 to provide seed revenue, as outlined in the MRRA Commercial Credit Analysis of April 30, 2013, which was seconded by Rita Armstrong. The vote was unanimous of the Committee members present.

**Adjournment:** The meeting was adjourned at 9:05 a.m.



## **Executive Committee Meeting Notes for Tuesday, April 2, 2013**

**Committee Members:** Chair John Moncure, Treasurer Rita Armstrong, Secretary Steve Weems, Sally DelGreco

**MRRRA Staff:** Steve Levesque and Kathy Paradis

**Others Attending:** Board Members John Shattuck, Lois Skillings and Sande Updegraph, and Denise Clavette, Town of Brunswick

**Location:** MRRRA Conference Room 118A, Hangar 6, Brunswick

Chair John Moncure called the meeting to order at 7:30 a.m.

### **Federal Updates.**

Executive Director Steve Levesque advised the Navy had signed the deed for Building #200 (old terminal building), and the next FOST is being drafted, with the hopes of receiving the properties in September, including the Sea Bee compound and some small buildings in the cantonment area. Steve noted that the sequestration is slowed many things down, including the contract work relating to the FOSTs.

### **State Updates.**

Pending Legislation:

- LD 490. MRRRA staff is tracking this bill which makes permanent the sales tax exemption on airplanes and airplane parts that is set to expire in 2015. Steve thought it likely that the legislation will contain a permanent exemption or a 20 year sunset clause.
- LD 127. Traffic Law Bill. The proposed bill would allow for the enforcement of traffic laws by town, state and county policing agencies for municipal corporations, including Brunswick Landing. Steve said the bill should go under the hammer soon and be approved.
- LD 1179. Senator Stan Gerzofsky has proposed a bill regarding changes to the J-TIF program. Currently, for non-Pine Tree Zone companies, 50% of the J-TIF goes to the State, the other gets split between MRRRA and SMCC. Under the proposal, part of the 50% the state receives would go to the Town of Brunswick.
- LD [TBD], Town Managers Ex-officio members on MRRRA Board. Steve said he had not seen any language regarding this potential LD about MRRRA's structure and its

appointments, but had heard that Mattie Daughtery, Brunswick's new legislator, had proposed it.

### **Local Updates.**

- Steve advised that the Town of Brunswick had approved the subdivision plan and that a few minor adjustments were being made due to GPS lot lines made versus surveyed lot lines, which can be done administratively by the Town of Brunswick.
- Steve advised that the Brunswick Town Council met last night and unanimously approved a zoning ordinance amendment to remove the aviation-related use restriction for professional offices and business offices in Brunswick's R-AR Land Use District. Steve said that this particularly benefits SaviLinx, a business going into building 250, and that SaviLinx' President, Heather Blease, attended the Council meeting.
- Denise Clavette added that the TIF discussions with the Town/MRRA regarding the airport/non-airport properties are scheduled for April 4.
- Steve noted that staff is working with Hilary Rockett on the development of the Topsham Commerce Park, and that an appraisal had been performed.

**Board Retreat Follow-up Items.** The board members in attendance at the Executive Committee meeting weighed in on the Board retreat held on March 27, noting that it was valuable, collaborative, promoted candor and trust and a feeling of accomplishment. Board members were pleased that such a meeting will be held quarterly. They said they are looking forward to discussing the issue of better communication with the public and community leaders, especially getting the word out of MRRA's successes, and having it sizzle so that the public takes notice. The message of MRRA being so far ahead of any other 2005 BRAC closures should be conveyed. Some brainstorming ensued, which included ideas such as having a glossy story in a magazine such as the Downeast, fostering messages from the outside events (Race the Runways, boat show at Brunswick Landing), having signage with Brunswick Landing tenant names placed downtown, exercise greater visibility, and prevailing on larger entities to promote Brunswick Landing (MCOG).

### **Property Closing Updates.**

Steve advised the Committee that the sale of the first block of BEQs to George Schott would occur next week, with a second in June, and a third sale in September. In addition, the Purchase and Sale agreements have been drafted for the Priority Group who wishes to purchase the former Navy lodge (building #31) and the former Recreation Mall (building #583). TBW, LLC of Freeport is purchasing buildings 24 and 592 for its Seeds of Independence School.

Steve also noted that Purchase and Sale Agreements were being drafted on Lots 11, 12, and 28 re their acquisition by George Schott and lots 5, 6, 7, 29, 30 and 31 regarding their acquisition by Priority Group. Steve said that the purchasers are required to enter into road and common area maintenance agreements. The committee discussed the disbursement of the monies received from the sale of properties. Steve said that 10% went into MRRA's CIP, 25% went to the Navy as part of the EDC purchase agreement, and the remainder was allocated to MRRA's operating budget.



## **Other Business.**

- Steve said that he and Deputy Director Jeffrey Jordan traveled to Philadelphia to meet with Navy BRAC Program Management Office Director David Drozd on Thursday, March 28. Steve noted that David Drozd had retired the next day (Friday, March 29). In the meeting, Mr. Drozd stated that MRRRA was far and ahead of any other 2005 BRAC'd bases. No other bases have achieved what MRRRA has done in so little time. Steve said without the Navy being willing to work outside the box with MRRRA, this progress could not have been made. Steve said that Mr. Drozd agreed to speak at MRRRA's annual dinner in November.
- Steve is meeting with the Tech Place stakeholders later in the morning (April 2), noting that the delegation staffers would also be present.
- Steve said that there is a meeting with the Town of Brunswick on Thursday to discuss the TIF at 4pm, and at 5:30 p.m., and that the Community Advisory Working Group would be meeting on Thursday at 5:30 p.m. in Topsham.

**Executive Session.** At 8:25 a.m., Rita Armstrong made a motion to adjourn the meeting and go into executive session pursuant to 1 MRSA Sec. 405(6)(A)(C) - (employment matters, and pending and potential property sales and leases and other property disposition issues), which was seconded by Steve Weems. The vote was unanimous of the Committee members present.

**Regular Session:** At 9:30 a.m., the Committee came out of Executive Session and made the following motion:

**Action Item:** Rita Armstrong made a motion to authorize the Executive Director to purchase a vehicle for the Executive Director's use on MRRRA business, and to keep the existing 2008 Ford Escape for use by MRRRA staff on MRRRA business, which was seconded by Steve Weems. The vote was unanimous of the Committee members.

**Adjournment:** The meeting was adjourned at 9:35 a.m.