

**SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
ASSISTANCE CORPORATION
EXECUTIVE COMMITTEE MEETING**

April 11, 2023
8:00 am

MINUTES

Voting Members Present: Russell Denver, Chairman
 Daniel Keenan
 David Brown
 Ellen Freyman, First Vice Chair
 Dr. John B. Cook, Secretary, Springfield Technical Community College

Also Present: Andrea Nathanson, VP of Administration/CFO, STCC
 Jennifer Murphy, Senior Property Manager, Springfield Technology Park
 Matt Flink, President, Appleton Corporation
 Shinead Vasquez, Accountant, Appleton Corporation

Exhibits

Ms. Shinead Vasquez, Accountant, Appleton Corporation, presented an overview of the bids for the next Auditor of STCCAC, this information was emailed to the Executive Committee prior to the meeting.

Call to Order

Mr. Russell Denver called the meeting to order at 8:00 am and roll call was taken. All members of the Executive Committee were in attendance.

Ms. Vasquez summarized the bids for the next Auditor of the STCCAC. Firms submitting bids were MP CPAs, Withum, and Whittlesey. It was noted that Withum is the current Auditor for STCC, and that MP CPAs submitted the bid with the lowest fee structure. Representatives from Appleton Corporation recommended Whittlesey. Others at the meeting showed support for MP CPAs, a smaller, locally based firm with local references.

A motion was made by Mr. Russell Denver to select MP CPAs as the next Auditor of STCCAC. The motion was seconded by Ms. Ellen Freyman and approved via roll call.

Yes-4, Abstain- 1, No-0

***Dr. John B. Cook abstained from the vote on this motion.**

Approval of Minutes

A motion was made to approve both the February 14, 2023 and the April 4, 2023 meeting minutes by Ms. Ellen Freyman. The motion was seconded by Mr. David Brown and approved unanimously via roll call.

Management Report

Ms. Jennifer Murphy, Senior Property Manager, Springfield Technology Park, provided an update that STCCAC is unlikely to receive any City of Springfield ARPA funds. Ms. Murphy also has been in touch with State Senator Oliveira, and will be meeting with Mr. Denver and State Representative Gonzalez to discuss funding for STCCAC from the Economic Development Bill. Ms. Murphy is seeking a future visit and tour of the Tech Park for the Lt. Governor. The Loan Finance package with People's Bank has been approved, however the Final Appraisal is still pending.

Ongoing Construction Projects

Dr. John B. Cook, President, Springfield Technical Community College shared an update regarding the SHPS relocation project. While still a work in progress, initial cost estimates, especially related to existing conditions, are significantly higher than initially budgeted, and are a cause for concern.

Ms. Jennifer Murphy reported that sheetrock has been installed this week for the DDS project, Furniture is likely to be installed by late May. The DDS project is running ahead of schedule. Ms. Murphy also shared that Saga Communications, parent company of Rock 102 and 94.7 radio stations, is visiting the Tech Park today 4/11 to look at specifications in the Future Works building. Saga Communications is a solid lead as a tenant, and would pay for any construction costs if they sign on.

Future of Virtual Meetings

Mr. Russell Denver affirmed for the Executive Committee that meetings will continue on zoom. Dr. Cook shared that in addition to the Legislation which extended the remote provision for public meetings, Legal Counsel's review has concluded that STCCAC is not subject to Open Meeting Law.

Next Meeting

The next Springfield Technical Community College Assistance Corporation Executive Committee Meeting will be held on Tuesday June 13, 2023.

Meeting was adjourned at 8:25 am