

HARTFORD BUSINESS REVOLVING LOAN FUND COMMITTEE

Special Meeting Minutes

September 14, 2016 at 8:30 a.m.

Hartford Town Hall

171 Bridge St., Room 312

White River Junction, VT 05001

Members Present: Kevin Raleigh (Chair), Dennis Driscoll, Steve Geiger (via phone conference) and Frank Klymn

Others present: Richard “Dick” Grassi, Town of Hartford Select Board Liaison, Robert Haynes, GMEDC Executive Director, Austin Haynes, GMEDC Executive Assistant and Lori Hirshfield, Town of Hartford Director of Planning & Development

The meeting was called to order by Kevin Raleigh at 8:32 am.

Kevin Raleigh opened the meeting and asked the Committee to review the minutes from the April 8th meeting. Lori asked that the April 8th meeting minutes be accepted (and not formally approved) given the lack of quorum. The motion was made by Dennis, Steve seconded it and the motion passed. Kevin raised the issue of confidentiality for the Executive Committee minutes. Lori noted that, per previous discussions, they remain confidential and not available to the public. She also explained that they will remain in an associated project file at the GMEDC office.

Kevin asked for a motion to review and approve the May 11th meeting minutes as well as the Executive Committee meeting minutes. The motion was made by Dennis, Steve seconded and the motion passed.

The meeting went into Executive Session at 8:37 am to review and discuss a new loan application, to review GMEDC’s contract with HBRLF, to discuss the need for new members to the Committee and to review the previous three month’s Loan Summary Report (May, June and July 2016).

The committee came out of Executive Session at 9:44 am.

Motion was made by Dennis to approve the new fee structure for GMEDC’s contract. Frank seconded, the motion passed and the recommended changes will be presented at the upcoming Select Board meeting on September 27th.

The meeting adjourned at 9:51 am.