

**HARTFORD BUSINESS REVOLVING LOAN FUND COMMITTEE/
HARTFORD VCDP REVOLVING LOAN FUND COMMITTEE**

Meeting Minutes

March 17th, 2021 at 8:30 a.m.

Via Zoom and by Conference Call

This meeting was conducted in compliance with the Vermont Open Meeting Law with electronic participation. The public was able to join the meeting from a computer, tablet or smartphone.

Members attending online/by phone: Ryan Scelza - Chair, Michael Gabriele, Frank Klymn, Crystal Pearson, and Jay Zanleoni

Others present online/by phone: Robert Haynes, GMEDC Executive Director, Mark Condon, GMEDC Executive Assistant, Erika Hoffman-Kiess, GMEDC Incoming Executive Director, Lori Hirshfield, Town of Hartford Planning Director, Kim Souza, Hartford Selectboard Representative and Adam Phippen of Claremont Savings Bank.

With quorum met, Committee Chair Ryan Scelza called the meeting to order at 8:36 a.m.

Ryan welcomed new Committee member Michael Gabriele. Each member introduced themselves.

Minutes

Jay Zanleoni made a **motion** to approve the minutes from the January 13th, 2021 HBRLF/VCDP Committee Special Meeting, Frank Klymn seconded the motion and the motion passed unanimously.

Executive Session: Review of the Loan Summary Report for February 2021 and Review of a Loan Application's Terms

Jay Zanleoni made a **motion** to go into Executive Session due to the proprietary nature of the information in the February 2021 Loan Summary Report and to consider the terms on a loan application. Frank Klymn seconded the motion, and the motion passed.

The Committee went into Executive Session at 8:49 a.m.

Kim Souza joined the Executive Session at 8:55am and departed at 9:10am.

Adam Phippen of the Claremont Savings Bank joined the Executive Session at 9:09am and departed it at 9:50am.

At 10:07 a.m. the meeting came out of Executive Session. No actions were taken.

Other Business

Ryan noted that with Bob Haynes retirement from the full-time Executive Director position at GMEDC this would be Bob's final meeting with the Committee. Ryan stated how much he liked working with Bob and thanked him for his service to the Revolving Loan Fund and the Town of Hartford. Frank stated that the RLF has had its best operations during Bob's time administering it.

Bob thanked the Committee and said he had really enjoyed working with them. He said that he wasn't going away and still would be assisting GMEDC with a few real estate projects for several months.

Adjournment

Frank Klymn made a motion to adjourn the meeting, Jay Zanleoni seconded the motion and the motion passed unanimously.

The meeting adjourned at 10:10 a.m.