

## BROCKTON REDEVELOPMENT AUTHORITY

Brockton Redevelopment Authority  
50 School Street, Brockton, MA 02301  
Board of Directors Meeting  
Wednesday, September 1, 2021, at 10:00 a.m.  
Meeting will be held via Zoom Conference Call  
Minutes

Board Members: Phil Griffin, Suzanne Fernandes, Tiffanie Ellis-Niles, Richard Johnson  
Staff: Robert Jenkins, Emily Hall, Patricia Jackson, Cindy Kong, Adelsa Mendes, Charaliz Isaac, Jon Van Kuiken  
Guests: Sydné Marrow, Brady Winsten, Rob May, Aida Diakite, Kyle Connors, Russell Knapp

I. Welcome – Phil Griffin, Chairman 10:01 am

II. Vote to approve BRA Board Meeting minutes from July 21, 2021, Meeting  
Mr. Griffin: Vote to approve minutes. Any discussion? No  
Ms. Ellis-Niles: Motion to approve minutes, Ms. Fernandes Second  
Roll call: Ms. Fernandes yes, Ms. Ellis-Niles, Yes, Mr. Griffin yes

III. Financial Update

a. Audit Presentation – Marcum

Kyle Connors, Russell Knapp

Looking at issuing FY2020 statement delayed due to switch in audit firm and then deep dive into how BRA operates. HUD extended reporting period so audit is not technically late.

Changed reporting from previous years. 1. Liability for pension now shows in books 2.

Change in how liens and mortgages are recorded

Also happened at same time as HUD monitoring.

In discussion with City CFO, determined that BRA should add pension liability to the books. Historically was captured by city, so that is a significant change.

More in depth look at some areas as this was first audit by Marcum. Pulled a large number of mortgage liens and verified that the paperwork matches what was reported.

Some of the change in position due to ~\$530,000 in property expenses and revenue mismatch. Revenue realized up front, but expenses were incurred in different fiscal years

Looks good going forward

Mortgage Liens: balance of \$9 mil shown on books Emily's list showed \$14 mil, which turned out to be more accurate.

Testing on CDBG and Lead: compared documentation and found that test invoices all had correct documentation.

Did have a finding: #2020-01 grouped together. Change in how liens, etc are recorded in QuickBooks and pension liability.

EH: Needed to make changes, but accountant we brought in did not have expertise to properly record them. Marcum is working with us to correct entries. Also helping us find accounting firm to make sure we are entering appropriately and have the expertise necessary to continue to improve

Mr. Griffin: Do any board member have questions?

Ms. Fernandes will have to sign off. Understand why

Ms. Fernandes; motion to approve audit

Mr. Johnson Second

Roll call: Ms. Fernandes yes, Ms. Ellis-Niles yes, Mr. Johnson yes, Mr. Griffin yes

Robert: Thank you to Kyle, Russell, Marcum, Emily & Jon for getting everything together.

#### IV. 93 Centre Street update and status

##### a. Discussion and vote to approve Brockton Furniture relocation claim

###### i. Legal opinion from Sherin and Lodgen pending

##### b. Vote to extend 93 Centre Street LLC Land Disposition Agreement until December 31, 2021

##### c. Construction anticipated to start October 1, 2021

Mr. Griffin: move to this next as I need to leave and want to make sure it gets vote.

Pat: Quickly review the numbers BF requested \$360,767.89.

We looked at receipts they provided versus estimates we received from other movers, BRA's new relocation manual, and other cost issues. Came up with total of \$205,533.43, inclusive of all property moved, damage they said they incurred and storage for their materials.

Includes costs incurred by Ted Carman in cleaning out building.

Robert: Process: Board needs to approve, then we need to send to Executive Office of Mass Dept of Housing and Economic Development Relocation Bureau for their approval.

Please remember that this is a claim. State may make changes to amount.

Mr. Griffin: Any Questions

Ms. Fernandes: motion to accept, Mr. Johnson second. Roll call: Ms. Fernandes yes, Ms. Ellis-Niles, yes, Mr. Johnson, yes, Mr. Griffin yes

##### a. May and June 2021 yearend financial statements:

###### i. Budget, Balance Sheet, Profit & Loss Statement

Emily: Don't have final statements for fiscal year those are upcoming.

Budget v Actual: required to budget full amount of grant, but don't expect to spend it all.

Program funds roll over to next fiscal year. Admin cap does not roll over – that is capped.

Robert: We need a vote to extend LDA for 93 Centre St.

Mr. Griffin: please explain why

Robert: We took building in 2018. It took until last October to get the previous tenants out. Gave developer 2-year LDA, that expired. Our attorney recommends the board vote on an extension to 12/31/2021

Mr. May: Applied for building permit, expect construction to start by October 1<sup>st</sup>

Mr. Griffin asked for questions. No one had any

Ms. Fernandes: Motion to extend LDA to 12/31/21, Ms. Ellis-Niles second

Roll call: Ms. Fernandes, yes, Ms. Ellis-Niles, yes, Mr. Johnson, yes, Mr. Griffin, yes

- V. Proposals for 11-15 Frederick Douglas Avenue (Updates)
- a. BRA is soliciting bids for roof repair/replacement. Mandatory walk through is scheduled for Thursday, September 9<sup>th</sup> at 10:00 AM. Bid deadline is Tuesday, September 28<sup>th</sup> at 3:00 PM.
  - b. Innovative Community Development (ICD) has engaged RND Consultants who will work with ICD on ownership structure and development proforma (sources and uses budget).
  - c. Drafting of an “Exclusive Negotiating Agreement” (ENA) between ICD and BRA with the acquisition price of \$260,000.

Pat: Bid package out for roof replacement. Package became available Monday, August 30 Including portion to abate asbestos containing materials – wording provided by environmental consultant.

Looking at entering into Exclusive Negotiating Agreement with ICD working with RND to move market forward

Robert: We received letter from Council President Farwell inquiring about activity at building. We responded to tell him that we were contracting for roof repair to prevent building from deteriorating further.

- VI. 28 Petronelli Way update and status
- a. Ten-foot easement on the westerly side of property is in process to be sold to 28 Petronelli LLC. Construction anticipated to start November 1, 2021

Robert: Ted Carman is looking for easement on west side of property with DCAM so city can issue building permit. Mr. Carman is using easement on east side for construction laydown. Anticipates construction by 11/1/21

- VII. I3 and I4 New Vision Enterprise update and status
- i. Drafting Exclusive Negotiating Agreement (ENA) between BRA and NVE with acquisition price between \$400-\$600K for both parcels.

- VIII. 19-31 Main Street Update and Status
- a. Property is under construction, residential units to be completed by February 2022.

Ms. Fernandes requested that we schedule a tour of 19 Main St

Guests joined from Mayor’s Office:

Brady Winsten: Policy Analyst in Mayor’s office

Sydné Marrow: new chief of staff since last Tuesday

Mr. Griffin: welcome aboard and thank you for attending

- IX. Carpenter Garage update and status discussion
- a. Working with City Engineer, DPW, Legal Department and development team to resolve drainage design issue at the Carpenter Garage.

- X. Staff Program Updates

Emily: see report. Adelsa had great success so far. One event so far, another upcoming. Survey, etc.

Had issues with getting funds out to businesses due to structural issues. Adelsa is working on getting past those.

Façade program: now that Adelsa and Pat are working together, we are increasing funding to façade program. Funding to do 4 businesses. Former Lit bar just closed for redevelopment and façade

Able to increase amount to fund Public Service grants. Most to \$15k and up. Makes reporting time and effort more cost effective and makes bigger impacts on smaller organizations.

Finally closed out 2017 Lead grant.

Officially started 2020 grant in 2021. Cindy is now cranking through units like we always envisioned.

Part time staff member is now full time and new staff starts next week. Also taking on Homeowner Rehab program. Using joint application process to make it go more smoothly. We almost doubled staff over last year and now can provide more services. Chara can provide training programs for grantee agencies. Pat etc.

Ms. Fernandes: is façade program for all city or just in certain areas?

Emily: most of Brockton qualifies for low-mod income residents in area of façade.

#### XI. New and old business

Robert: Megan Bridges wants to re-engage in discussion about relocation of residents of Apollo house

Mr. Griffin: is that everything?

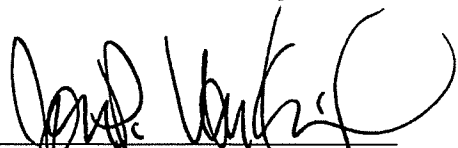
Emily: Brockton Beer has collected much data about customers at PROVA! And able to partner with existing businesses. PROVA! will be able to extend season to end of September  
Some media interest in PROVA! Enterprise, NBC news, WBZ and Globe

Motion to adjourn: Ms. Fernandes, Ms. Ellis-Niles 2nd

Roll call: Ms. Fernandes, Ms. Ellis-Niles, Mr. Johnson, Mr. Griffin all yes

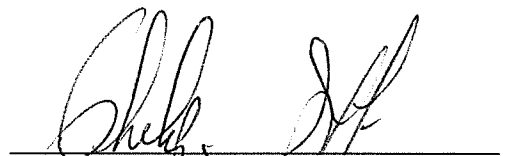
Next meeting in October – plan on Zoom again.

Adjourn



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Prepared by: Jon Van Kuiken



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Approved by: Phil Griffin, Chair