

CONNECTICUT MARKETING AUTHORITY

DRAFT Minutes of Meeting

October 10, 2012, 1:14 pm
101 Reserve Road, Hartford, CT 06114

MEMBERS PRESENT: Chairman Stephen K. Reviczky; Joseph Ruffini, Bruce Benedict, David Morse, Rosemarie Hice, and Frank Musto.

ALSO PRESENT: For the Department of Agriculture – Joseph J. Dippel, Richard J. Macsuga, Lance P. Shannon, and Mark Brodeur; and Others – William M. Yandow, William Driscoll, Michael Flanigan and Walter E. Paulekas.

- I. **Call to Order:** Chairman Reviczky called the meeting to order at 1:14 pm.
- II. **Minutes:** The minutes of the June 13, 2012 Special Meeting of the Connecticut Marketing Authority (“CMA”) were distributed. There being no discussion, a motion was made to accept the minutes as amended (Moved – Morse; Second – Ruffini; Abstention - Hice; Carried).
- III. **Chairman’s Report:**
 - A. Governor Malloy and staff from the State Bond Commission toured the CT Regional Market (“Market”) on August 6th.
 - B. Roof Repairs: Temporary repairs have been made in the past. The Department of Construction Services (“DCS”) has completed an evaluation and significant repair work is needed. A Request For Proposals (“RFP”) has gone out for a more meaningful analysis & repair proposal. Building A’s roof repairs are expected to be \$500,000 -\$600,000.
 - C. An RFP has also gone out for a Master Plan for the entire site, including development of a market system.
 - D. J. Dippel & R. Macsuga visited the PA Produce Market recently. They saw the 700,000 sq. ft. refrigerated facility that was built on a former brownfield site.
- IV. **Director’s Report.**
 - A. Interim Executive Director, J. Dippel, reported that a RFP for a Master Plan has gone out. Tenants will have the opportunity to provide input.
 - B. An access easement, for a second entrance to the Market is being discussed with NE Utilities. DCS is negotiating with NE Utilities.
 - C. Budget. Mr. Dippel provided an Income/Expense Report and a list of Expenses (through 8/31/2012).
 - D. Discussion of Quality Sales bankruptcy auction.
 - E. An RFP for the vacant spaces at the Market.
 - F. The Department of Information Technology is doing a site assessment for the Market.
 - G. Additional training for the four (4) Market security guards is being considered.
- V. **New Business.**
 - A. Lease Transfers.
 1. Caribbean Foods sent a letter to the CMA acknowledging the transfer of its interest in stall unit B14 to M & M Wine Grape Co., LLC.
 2. Motion: “To approve Caribbean Foods, Inc.’s transfer of its month to month tenancy of unit B14 to M & M Wine Grape Company, LLC.” (Moved – Hice; Second – Benedict; Recused - Musto; Carried.)
 - B. Thirty (30) Day Temporary Use Agreements.
 1. M & M Wine Grape requested the use of stall units A8 – A-11. They were willing to use the units for 30 days at two times the monthly rate for stall units.

2. Motion: "To authorize the Executive Director to negotiate Temporary Use Agreements for stalls for periods not to exceed one hundred eighty (180) days at rates not less than the base rental rate for stalls." (Moved – Hice; Second – Morse.)
 3. Motion to Amend Motion: "To amend the motion to read 'To authorize the Executive Director to negotiate Temporary Use Agreements for stalls for periods not to exceed ninety (90) days at rates not less than the base rental rate for stalls.'" (Moved – Ruffini; Second – Hice; Unanimous.)
 4. Motion: "To ratify the Temporary Use Agreements with M & M Wine Grape Company, LLC for units A8, A9, A10 & A11." (Moved – Morse; Second – Hice; Recused - Musto; Carried.)
- C. Parking.
1. Freshpoint is asking for additional parking for up to 20 employees. An area in back of Building A, between the road and the rail line, in between 2 fire hydrants is suitable.
 2. Motion: "To authorize the Executive Director to negotiate and execute Temporary Use Agreements for parking for periods not to exceed ninety (90) days." (Moved – Morse; Second – Musto; Unanimous.)
- D. Farmer's Market Suspension.
1. Only CT Grown products can be sold at the Farmer's Market during the week. One tenant was suspended for 1 month after numerous warnings and notices of violations.

VI. Old Business.

- A. Stall Leases
1. Discussion of the new stall lease rents.
 2. Motion: "That any new stall leases offered to tenants shall be on the following terms – three (3) year leases, with a three year option to renew if the State of Connecticut agrees; rent shall increase by three percent (3%) the first year, and, if the option to renew is exercised, by three percent (3%) in the fourth year." (Moved – Hice; Second – Benedict; Abstentions – Musto & Ruffini; Carried.)

VII. Executive Session.

- A. Began at 2:55 pm.
1. Members: Chairman Stephen K. Reviczky; Bruce Benedict, David Morse, Rosemarie Hice. Guests: Joseph J. Dippel, Richard J. Macsuga, Lance P. Shannon.
 2. Wholesale Stall RFP's.
 3. The Executive Session ended at 3:50 pm.

VIII. Stall Transfers and Requests.

- A. Motion: "To approve stall transfers for Driscoll from units A38, A39, A40 & A41 to A8, A9, A10 & A11." (Moved – Morse; Second – Hice; Abstention – Musto; Carried.)
- B. Motion: "To approve stall requests as follows: (1) The Farmer's Cow's request for units A38, A39, A40 & A41; and (2) Connecticut Currant's request for unit A27, A28 & A29." (Moved – Morse; Second – Hice; Abstention – Musto; Carried.)
- C. Motion: "To approve stall requests as follows: (1) TinaRose for unit A21; and (2) Foodshare for unit 30." (Moved – Morse; Second – Benedict; Abstention – Musto; Carried.)

- IX. Adjournment:** There being no further business. A motion was made to adjourn. (Moved – Benedict; Seconded – Ruffini; Unanimous).

NEXT MEETING. Wednesday, December 12, 2012: 10:00 am - CMA Members to tour the Market; and 1:00 pm - CMA Meeting

Respectfully submitted: Lance P. Shannon
Date: October 12, 2012.