

Mr. Brian P. Golden and Ms. Teresa Polhemus attended the meeting.

The Chairman opened the Meeting of the Economic Development and Industrial Corporation of Boston.

On a motion duly made and seconded, it was unanimously

The Minutes of the meeting of October 12, 2017 were submitted and approved.

Copies of a memorandum dated November 16, 2017 were distributed entitled "PARCEL V1 PARKING LOT IMPROVEMENTS, RAYMOND L. FLYNN MARINE PARK, BOSTON, MA - AUTHORIZATION TO ADVERTISE FOR BID ", which included a proposed vote.

Mr. Dennis Davis, Deputy Director, Industrial Development and Commercial Leasing, addressed the Authority and answered the Members' questions.

On a motion duly made and seconded, it was unanimously

VOTED: That the Director be, and hereby is, authorized on behalf of the Economic Development and Industrial Corporation of Boston, to authorize the Secretary to advertise for general construction bids for the Parcel V1 Parking Lot Improvements, project in accordance with Massachusetts General Law, Chapter 30, Section 39M.

Copies of a memorandum dated November 16, 2017 were distributed, which included a proposed vote.

Mr. Edward O'Donnell, Director of Real Estate, addressed the Authority and answered the Members' questions.

On a motion duly made and seconded, it was unanimously

VOTED: That the Economic Development and Industrial Corporation of Boston ("EDIC") rescind its authorization to advertise and issue an Invitation for Bids pursuant to M.G.L. c. 30, § 39M in order to secure a Repair and Maintenance Services Contract for property owned by the Economic Development and Industrial Corporation of Boston located in the Raymond L. Flynn Marine Park ("RLFMP"), with labor, materials and equipment not to exceed Four Hundred Fifty Thousand Dollars (\$450,000.00) over a three year contract term.

FURTHER VOTED: That the Clerk be, and hereby is, authorized to advertise and issue a joint Invitation for Bids pursuant to M.G.L. c. 30, § 39M for the purposes of securing repair and maintenance services for property

owned by the Economic Development and Industrial Corporation of Boston ("EDIC") located in the Raymond L. Flynn Marine Park, as well as property owned by the Boston Redevelopment Authority ("BRA") located citywide. The resulting contract(s) with the EDIC and BRA will each be for one (1) year, with the EDIC and the BRA each holding two (2) one (1) year options that may be exercised at the discretion of the EDIC and the BRA, respectively. The resulting contract with the EDIC for repair and maintenance at EDIC-owned properties shall include labor, materials, and equipment, and will include a not to exceed amount of One Hundred Fifty Thousand Dollars (\$150,000.00) per year. The resulting contract with the BRA for repair and maintenance at BRA-owned properties shall include labor, materials, and equipment, and will include a not to exceed amount of Two Hundred Thousand Dollars (\$200,000.00) per year.

Copies of a memorandum dated November 16, 2017 were distributed entitled "PERSONNEL ACTIONS".

PERSONNEL MEMORANDUM #1

On a motion duly made and seconded, it was unanimously VOTED: To approved the appointment of Jing Chen to the position of Research Assistant – Data Ananlyst, effective 12/4/17 with an annual salary of \$48,000.00.

PERSONNEL MEMORANDUM #2

On a motion duly made and seconded, it was unanimously VOTED: To approved the appointment of Kelly McGee to the position of Research Assistant, effective 12/4/17 with an annual salary of \$47,000.00.

PERSONNEL MEMORANDUM #3

On a motion duly made and seconded, it was unanimously VOTED: To approved the appointment of Xianglong (Kevin) Lou to the position of HR Coordinator, effective 11/20/17 with an annual salary of \$45,000.00.

PERSONNEL MEMORANDUM #4

On a motion duly made and seconded, it was unanimously VOTED: To approved the appointment of Robert Wong to the position of Credit Analyst, effective 11/20/17 with an annual salary of \$55,000.00.

PERSONNEL MEMORANDUM #5

On a motion duly made and seconded, it was unanimously VOTED: To approve the Employment Service Agreement of Kimberly D. Lucas, to the Office of Financial Empowerment/Children's Saving Account Program from 11/27/17-6/30/18, in an amount not to exceed \$24,800.00.

PERSONNEL MEMORANDUM #6

On a motion duly made and seconded, it was unanimously VOTED: To approve the Employment Service Agreement of Ada Pantoja, to the Office of Financial Empowerment/Tax Help Coalition Department from 11/27/17-1/22/18, in an amount not to exceed \$6,300.00.

PERSONNEL MEMORANDUM #7

On a motion duly made and seconded, it was unanimously VOTED:

PERSONNEL MEMORANDUM #8

On a motion duly made and seconded, it was unanimously VOTED: To accept the resignation of Francis X. Kelleher, Senior Assistant Controller, A&F/B&F effective 11/3/17.

PERSONNEL MEMORANDUM #9

On a motion duly made and seconded, it was unanimously VOTED: To accept the resignation of Lorraine Trowers Bell, Senior Case Manager, OWD/YOU effective 11/17/17.

VOTED: That the next meetings of the Authority will be held at 3:30 p.m. on Thursday, December 14, 2017; Thursday, January 11, 2018; Thursday, February 8, 2018; Thursday, March 15, 2018; Thursday, April 12, 2018; Thursday, May 17, 2018; Thursday, June 14, 2018; Thursday, July 12, 2018; Thursday, August 16, 2018; September 13, 2018; Thursday, October 11, 2018; Thursday, November 15, 2018 and Thursday, December 13, 2018.

VOTED: To adjourn.

The meeting adjourned at 3:45 p.m.

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Clerk