

AGENDA FOR THE CITY COUNCIL  
FEBRUARY 17, 2026

[IGNORE\_INDENT]

PRESIDENT'S REPORT

PUBLIC HEARING

PUBLIC COMMENT

REGULAR AND PENDING EXECUTIVE SESSION MINUTES

1. June 11, 2024, September 4, 2024, and April 15, 2025 Executive Session Minutes - Reviewed and ready for partial release as of September 17, 2025
2. December 9, 2024 Finance Committee Executive Session Minutes - Reviewed and withheld in entirety as of September 17, 2025
3. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos- meeting minutes from February 3, 2026

LAI D ON THE TABLE

4. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos - October 7, 2025 meeting minutes
5. Vacon- ORDER: The city council requests City Councilor At-Large Israel Rivera to recuse himself on votes affecting the police department while on probation & ethics/conflicts of interest complaints are pending.

COMMUNICATIONS

6. From Mayor Joshua Garcia, DPW Director signed offer for Michael Gallagher
7. From Mayor Joshua Garcia- communication regarding CAFO Committee
8. From Office for Community Development-FY2025-2026 Opioid Fund Response Schedule
9. [FFY2026 Community Development Block Grant Applications \(Proposal Book\)](#), [FFY2026 Spreadsheet](#) and [Annual Plan Calendar](#).
10. From Health Benefit Meeting Minutes, October 14, 2025 and December 15, 2025
11. RISE Holyoke - Notice of Community Outreach Meeting (March 2025)(1)
12. From Holyoke Redevelopment Authority-Annual Meeting Report, various meeting minutes and various Executive Session meeting minutes

PETITIONS

13. Petition from Holyoke Mall Company, LP-Pyramid Companies for a Special Permit for 5.3.1 roof height of the former Sears

REPORTS OF COMMITTEES

14. The Committee on Ordinance to whom was referred an order that an ordinance be drafted regulating the number of cars that can be parked on a residential property. Recommended that the order has been complied with.
15. The Committee on Ordinance to whom was referred an order The city ordinances shall be amended to order the city Treasurer and/or Auditor to send an annual communication to City Council on the financial status of the Community Preservation Fund by the council's first meeting in March. Items to be included are: the most recent account balance; where the funds are deposited or invested; the dates and the amounts of any deposits either from the Commonwealth or the Municipality or any other source; the dates and the amounts of any withdrawals // payments in support the CPA's mission. Please also separately delineate any payroll or consultant information. Recommended that the order be adopted.
16. The Committee on Ordinance to whom was referred an order That the Dpw install a Handicap parking sign for Anny Portes Recommended that the order be denied.
17. The Committee on Ordinance to whom was referred an order that a handicap sign be placed outside of 167 Elm St. for Zoila Diaz, handicap placard number PL000058. Recommended that the order be denied.
18. The Committee on Ordinance to whom was referred an order that the City of Holyoke shall create an Administrative and Finance Department. Said acceptance shall be subject to implementation by city ordinance and any necessary amendments to the City Charter. This order shall be referred concurrently to Charter and Rules and Ordinance to be considered jointly, with recommendations regarding implementation to be reported back to the City Council jointly. See attached: Municipal Modernization Act of 2025. Recommended that the order be given a leave to withdraw.
19. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **THIRTEEN MILLION FOUR HUNDRED TWENTY ONE THOUSAND SEVEN HUNDRED THIRTY NINE AND 00/100 Dollars (\$13,421,739.00)** as follows:

FROM

10002-59754 TRANS TO HEALTH INS TRUST	\$13,421,739.00
TOTAL	\$13,421,739.00

TO:

10002-59790 TRANS TO HEALTH INS TRUST	\$13,421,739.00
TOTAL	\$13,421,739.00

Recommended that the order be adopted.

20. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **THREE HUNDRED FIFTY THOUSAND AND 00/100 Dollars (\$350,000.00)** as follows:  
FROM

12101-51107 PAY-PATROL OFFICERS	\$250,000.00
12101-51117 PAY-E911 DISPATCHERS	100,000.00
TOTAL	\$350,000.00

TO:

12101-51300 PAY-OVERTIME	\$350,000.00
TOTAL	\$350,000.00

Recommended that the order be adopted.

21. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **ONE THOUSAND AND 00/100 Dollars (\$1,000.00)** as follows:

FROM

12101-51107 PAY-PATROL OFFICERS	\$1,000.00
TOTAL	\$1,000.00

TO:

12101-51910 PAY-STIPENDS	\$1,000.00
TOTAL	\$1,000.00

Recommended that the order be adopted.

22. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTY FOUR THOUSAND AND 00/100 Dollars (\$54,000.00)** as follows:

FROM

14101-51105 PAY-SR. CIVIL ENGINEER	\$54,000.00
TOTAL	\$54,000.00

TO:

14102-53010 PROFESSIONAL ENGINEERING	\$54,000.00
TOTAL	\$54,000.00

Recommended that the order be adopted.

23. The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the **"EXECUTIVE OFFICE OF HOUSING AND ECONOMIC DEVELOPMENT (EOHED) ONE STOP, \$265,000.00, NO MATCH"** grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

Recommended that the order be adopted.

24. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTY THOUSAND AND 00/100 Dollars (\$50,000.00)** as follows:

FROM

60402-53012 MANAGEMENT SERVICE CONTRACT	\$50,000.00
	TOTAL \$50,000.00

TO:

60402-53011 PROF SERVICES-OTHER	\$50,000.00
	TOTAL \$50,000.00

Recommended that the order be adopted.

25. The Committee on Finance to whom was referred an order That Chapter 43, section 90, a,c,d of the Pension Law (regarding half-pay) be sent to the Finance Committee for discussion with the Retirement Board.

Recommended that the order has been complied with.

26. The Committee on Public Safety to whom was referred an order the PD provide enforcement activities by Holyoke and/or State Police re: truck traffic during restricted hours at night and drivers exceeding speed limits on Homestead Ave.

Recommended that the order has been complied with.

27. The Committee on Public Safety to whom was referred an order that the Public Safety Committee meet with the Police Chief or designee as soon as possible to discuss and possibly regulate motorized scooters.

Recommended that the order has been complied with.

28. The Committee on Public Safety to whom was referred an order HPD closely monitor and enforce the "no parking" ordinance, signs and striping proximate to 485 South St. Thank you to DPW for adding the striping on short notice to delineate the no parking. Refer to HPD and DPW. Refer to Public Safety for follow-up with HPD.

Recommended that the order has been complied with.

29. The Committee on Public Safety to whom was referred an order that the Police Department be requested to increase enforcement of parking distance ordinances and statutes, including driveways, crosswalks, and intersections. Various safety concerns due to vehicles violating these laws have been brought to the attention of councilors, leading to orders being filed to address these individually. It would make more sense if these laws were better enforced to get better awareness and compliance rather than having signs installed and stripes painted in individual situations.

Recommended that the order has been complied with.

30. The Committee on Public Safety to whom was referred an order That the Honorable City Council respectfully invites the Chief of the Holyoke Police Department, or their designee, to appear before the Committee on Public Safety to provide an update to the October 6, 2025 general overview of the Department's policies, procedures, and training regarding potential interactions with federal immigration authorities, in order to (1) support transparency, public understanding; and continued mutual trust between the community and the police department, while maintaining public safety; (2) ensure that the Council has the information it needs to effectively support the Police Department in

its mission to protect the community; and (3) review the impact of existing and proposed state law and practice regarding immigration law and enforcement. Refer to Public Safety, with a copy to the Chief of Police.

Recommended that the order has been complied with.

31. The Committee on Public Safety to whom was referred an order that the City put a "No Parking" sign in front of the old Fire Station building on Main St. People park half on the street/sidewalk so people can't use the sidewalks. Police need to enforce and ticket them.

Recommended that the order be given a leave to withdraw.

32. The Committee on Charter and Rules to whom was referred an order that the City of Holyoke shall create an Administrative and Finance Department. Said acceptance shall be subject to implementation by city ordinance and any necessary amendments to the City Charter. This order shall be referred concurrently to Charter and Rules and Ordinance to be considered jointly, with recommendations regarding implementation to be reported back to the City Council jointly. See attached: Municipal Modernization Act of 2025.

Recommended that the order be given a leave to withdraw.

33. The Committee on Charter and Rules to whom was referred an order The city of Holyoke apply to the legislature for a Home Rule petition that allows the city to expand the use of M.G.L. chapter 40, §22A ¾ which grants authority to municipalities to designate a parking space at City Hall for Veterans. If the petition is granted, the city could create a local ordinance that would designate parking for veterans at municipal buildings other than City Hall.

Recommended that the order be referred to the Ordinance Committee with a recommendation to add veteran parking at City Hall and the Senior Center.

34. The Committee on Charter and Rules to whom was referred an order Rule 8 be amended by adding a new Rule 8.P:

In case of the failure of the mayor to transmit to the city council a written recommendation for an appropriation for any purpose not included in the annual budget, which is deemed necessary by the council, after having been so requested by vote thereof, said council, after the expiration of seven days from such vote, upon its own initiative may make such appropriation by a vote of at least two thirds of its members, and shall in all cases clearly specify the amount to be expended for each particular purpose, but no appropriation may be voted hereunder so as to fix specific salaries of employees under the direction of boards elected by the people, other than the city council. [Reference: MG.L. c. 44 § 33]

The annual budget shall include sums sufficient to pay the salaries of officers and employees fixed by law or by ordinance. Notwithstanding any contrary provision of any city charter, no ordinance providing for an increase in the salaries or wages of municipal officers or employees shall be enacted except by a two thirds vote of the city council, nor unless it is to be operative for more than three months during the calendar year in which it is passed. No new position shall be created or increase in rate made by ordinance, vote or appointment during the financial year subsequent to the submission of the annual budget unless provision therefor has been made by means of a supplemental appropriation. No ordinance, vote or appointment creating a new position

in any year in which a municipal election is held shall be valid and effective unless said ordinance, vote or appointment is operative for more than three months during said municipal election year. [Reference: MG.L. c. 44 § 33A]

Recommended that the order be adopted, as amended to add the language to Appendix A of the City Council Rules.

35. The Committee on Charter and Rules to whom was referred an order amend Rule 6E by adding the following: that no member of the City Council shall make references to or about another member but in respectful terms whether inside or outside the City Council Chambers including on social media. That the City Council also taken into consideration this time how the City's social media policy should help guide our final rule.  
Recommended that the order be denied.

### MOTIONS, ORDERS AND RESOLUTIONS

36. Murphy-Romboletti - Ordered that the ordinance for the Weights and Measures fee schedule be updated per the recommendations of the Director.
37. Panitch- Ordered: that the City Council amend the Zoning Ordinance as proposed by the Planning Board by a vote of February 10, 2026, and fully described in the attached package dated February 12, 2026. These are for the most part technical amendments designed to rationalize and streamline processes for special permits under the Zoning Ordinance, to clarify and add definitions where necessary, and to simplify and rationalize our zoning districts. Receive and refer to Ordinance.
38. Panitch- Ordered that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 45 of the Holyoke Charter to reflect the residency clause set by ordinance. Receive and refer to Charter & Rules.
39. Panitch- Ordered that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 15 of the Holyoke Charter to reflect the new appointing authorities to financial departments be set by ordinance. Receive and refer to Charter & Rules.
40. Panitch- Ordered that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 6 of the Holyoke Charter to remove all references to the city treasurer. Receive and refer to Charter & Rules.
41. Panitch-Ordered that the Law Dept review the Charter and previously adopted Special Act to identify any additional changes in order to reflect the recent adoption of the Municipal Modernization Act. Receive and refer to Charter & Rules.
42. Panitch- Ordered that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 46 of the Holyoke Charter to reflect the residency clause set by ordinance. Receive and refer to Charter & Rules.
43. Panitch- Ordered that the Law Department and City Council review Section 22 of the Holyoke Charter to consider amendments to clarify its language, and to examine

whether provisions therein related to the \$200 threshold for applicability, and for voting procedure and thresholds, should be revised or eliminated.

- 44. PURCELL: Order that the City Of Holyoke install a Street Light at the Corner of Linden Street and Suffolk Street on the even side of Linden St. COPY to Public Safety HGE
- 45. Purcell- Order that the Handicap Sign be removed from 894 Dwight St. Holyoke, MA. The resident no longer resides at that location. Copy to the DPW, Disabilities Commission.
- 46. Rivera, I.- That the City Council hereby invites local service providers, nonprofit organizations, municipal departments, faith-based institutions, and community-based agencies that work with individuals and families experiencing homelessness to attend and participate in a public hearing.

The purpose of this public hearing is to present and review existing initiatives, programs, and services currently serving the unhoused population within the city and region, to identify gaps in service delivery, and to explore opportunities for coordination, collaboration, and system-level improvements.

Be it further ordered, that representatives from these organizations be encouraged to provide testimony, data, and recommendations regarding current strategies, challenges, outcomes, and best practices in addressing homelessness and housing instability

- 47. Rivera, I.-Ordered that the Council review and revise the ordinance on the Parking Advisory Board based on the recommendations of their committee.
- 48. Vacon- ORDER: A city councilor charged with a crime shall be removed from any leadership position on the city council. When there is an apparent conflict of interest with pending charges/complaints, the city councilor shall be removed from membership of any committee that has jurisdiction over the subject of conflict. The purpose of this order is to establish a consistent & fair response when any councilor is charged with a crime.

- 49. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTEEN THOUSAND AND 00/100 Dollars (\$15,000.00)** as follows:

FROM

12403-58002 CAP OUTLAY-BUILDINGS	\$15,000.00
	TOTAL \$15,000.00

TO:

12402-53010 OTHER CONTRACTED SERVICES	\$15,000.00
	TOTAL \$15,000.00

- 50. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **EIGHTEEN THOUSAND TWO HUNDRED FIFTY AND 00/100 Dollars (\$18,250.00)** as follows:

FROM

12101-51107 PAY-PATROL OFFICERS	\$18,250.00
	TOTAL \$18,250.00

TO:

19131-51999 UNEMPLOYMENT COMPENSATION	\$18,250.00
TOTAL	\$18,250.00

51. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the **"MASS CULTURAL COUNCIL-CULTURAL DISTRICT INVESTMENT, \$15,000.00, NO MATCH"** grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

52. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTY THOUSAND AND 00/100 Dollars (\$50,000.00)** as follows:

FROM

8815-10400 CANNABIS STABILIZATION	\$50,000.00
TOTAL	\$50,000.00

TO:

19442-53003 SOLICITOR LEGAL SERVICES	\$50,000.00
TOTAL	\$50,000.00

53. Devine, Anderson-Burgos, Magrath-Smith, Rivera, J.-- Ordered that the Ordinance Committee increase the fines for any and all ordinances dealing with blocking driveways, crosswalks and parking too close to intersections.

Fines shall be increased to \$75 and up to \$150.

Any violation of the parking ban shall be a fine of \$150.

In addition, if warranted, a payment plan may be implemented for low income and elderly residents.

54. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTY THOUSAND AND 00/100 Dollars (\$50,000.00)** as follows:

FROM

19161-51999 F.I.C.A.-MEDICARE	\$50,000.00
TOTAL	\$50,000.00

TO:

19131-51999 UNEMPLOYMENT COMPENSATION	\$50,000.00
TOTAL	\$50,000.00

55. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTY FIVE THOUSAND EIGHT HUNDRED AND 00/100 Dollars (\$55,800.00)** as follows:

FROM

11381-51102 PAY-ASSISTANT C.P.O.	\$55,800.00
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TOTAL\$55,800.00

TO:

11461-51107 PAY-REVENUE COLLECTION SPCLST	\$17,100.00
11451-51132 PAY-PAYROLL SPECIALIST	4,100.00
11451-51101 PAY-TREASURER	7,200.00
11351-51101 PAY-AUDITOR	6,400.00
19202-57200 OUT OF STATE TRAVEL	21,000.00
TOTAL	\$55,800.00

56. Devine- Ordered that the City Council approve the temporary use agreement for the Race St project as attached.
57. Magrath-Smith, Ordered - that the Clerk and the Law Department draft a list of ordinances that they have a record of being changed in the past that were never presented to Municode and thus not in the current "Adopted Ordinances Not Yet Codified" queue.

LATE FILED ORDERS AND COMMUNICATIONS

Addendum:

Per City Council rule 2B, meeting shall end by 10 PM unless an extension is approved by a two-thirds majority of those present. If any items remain, those items will be added to the beginning of the next regular meeting.

The listing of matters are those reasonably anticipated by the chair which may be discussed at the meeting.

Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law

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City Clerk

[IGNORE\_INDENT]



Mayor Joshua A. Garcia

Kelly Curran, Director

City of Holyoke

Human Resources Department

January 5, 2026

Michael Gallagher  
48 Meadowview Road  
Holyoke, MA 01040

RE: Conditional offer of Employment

Dear Michael:

I am excited to extend a promotional offer of employment to you for the position of DPW Director for the City of Holyoke, Department of Public Works with an annual salary of \$112,000.00/year.

This position is full-time, under the Schedule A salary schedule and eligible for all City of Holyoke full-time employee benefits. Including 15 sick days a year, 4 personal days a year and 6 weeks (30 days) of vacation a year. Your current bucket of PTO will be paid out according to the union contract.

Sincerely,

Human Resources Director

With the signature below, I accept this offer for employment.

  
Name

1-30-2026  
Date

20 Korean Veterans Plaza • Human Resources Department • Holyoke, Massachusetts  
01040-5019 Phone: (413) 322-5555 • Email: [Personnel@holyoke.org](mailto:Personnel@holyoke.org)

*Birthplace of Volleyball*



MAYOR JOSHUA A. GARCIA  
CITY OF HOLYOKE

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February 11, 2026

Honorable City Councilors:

We have initiated the search for a Chief Administrative and Financial Officer as outlined in the Financial Modernization Act.

The review of the applications for this job will be the work of a CAFO Screening Committee whose membership will include two City Councilors. I'm writing to respectfully request that the Council appoint two of its members to serve on the CAFO Screening Committee.

The CAFO Screening Committee will consist of seven members. Besides the two City Councilors, the Director of Internal Audit will appoint one member. I will appoint four other members to the Committee, two of whom shall have expertise in municipal management specifically in the areas of finance and/or personnel management.

Thank you for your attention to this matter.



Joshua A. Garcia



**City of Holyoke  
Office for Community Development  
FY2025-2026 Opioid Fund Response (OFR)  
Schedule**

**RECEIVED**

**FEB 02 2026**

Holyoke City Clerk's  
Holyoke, MA

Date	Action
June 26, 2025	Issue OFR Schedule.
July, 2025	Hire Community Response Advocate
July 15, 2025- 12:00 pm	Community Partners Meeting & Survey Training & Lunch (RSVP for lunch & Pre-registration required to receive incentives for survey takers)
July- Sept., 2025	Community Survey & Needs Assessment Interviews with Providers, Stakeholders and PWLE
Sept. 8, 2025 (day) 1:00 pm	Community Needs and Priorities Public Forum (English and Spanish)
Sept. 8, 2025 (evening) 6:00 pm	Community Needs and Priorities Public Forum (English and Spanish)
August - September 2025 (2 dates)	Community Breakfast/Dinner and Survey for PWLE (2x) (Hosted by Community Partner/City)
<del>November 3, 2025 6:00 pm</del> <b>December 8, 2025 5:00 pm</b>	Issue Community Needs Assessment and Survey Results- Public Meeting and Presentation
<del>November 3-November 18, 2025</del> <b>December 10-31, 2025</b>	Public Comment Period on Community Needs Assessment and Survey Results <a href="https://www.holyoke.org/opioid-response/">https://www.holyoke.org/opioid-response/</a>
December 1, 2025	Issue 2025/26 OFR Application & Guidelines (GoogleForm) (six week application period)
January 9, 2026	2026 OFR Applications Due (3:00 pm EST)
<del>January 16, 2026</del> <b>January 15, 2026 release date</b>	2026 OFR Application Book released and open 15 day public comment period.

Version: 6/26/2025; 12/8/2025; 1/30/2026

<del>late January 2026</del> <b>February 6, 2026 6:00 pm Zoom</b>	BOH Public Meeting to review OFR Applications and issue allocation recommendations.
<del>late January 2026</del> <b>February 23, 2026 6:30 pm</b>	DGR Committee meeting to issue 2026 OFR allocations recommendations (Date TBD-City Council meeting to issue 2026 OFR allocation recommendations)
<del>February 2, 2026 5:00 pm</del> <b>February 9, 2026 5:00 pm Zoom</b>	Opioid Advisory Committee Public Meeting to review OFR Applications and issue allocation recommendations.
<del>February 2, 2026</del> <b>February 13, 2026</b>	Close of 15 day public comment period on allocation recommendations. See note below regarding submission of public comments.
<del>February 6, 2026</del> <b>March 23, 2026</b>	Final Mayoral FY25 OFR allocations due Extended to await recommendations from OCAC, BOH, DGR, and City Council
<del>By February 20, 2026</del> <b>April 6, 2026</b>	Notifications of Awards
<del>Early March, 2026</del> <b>Mid-late April 2026</b>	OFR Agreements executed. Mandatory Recipient Training for all funded agencies

All times are EST and meetings may be held virtually. Meeting access links and locations will be provided on meeting notices. All meeting notices are posted with the City Clerk's Office, and at <https://www.holyoke.org/opioid-response/>

For additional information, please contact the City of Holyoke Office for Community Development at 322-5610 or [zoellera@holyoke.org](mailto:zoellera@holyoke.org) or online at [www.holyoke.org](http://www.holyoke.org).

**Public comments or questions may be submitted via email to [zoellera@holyoke.org](mailto:zoellera@holyoke.org), by mail to the Office for Community Development, City Hall Annex, Room 400, Holyoke MA 01040, verbally to an OCD staff member by calling 413-322-5610.**

Alternative formats and language translations available upon request. The schedule may be amended and will be posted on OCD webpage and Facebook.

FFY2026 SPREADSHEET- COMMUNITY DEVELOPMENT BLOCK GRANT 7/1/2026-6/30/2027

NON PUBLIC SERVICES (NPS) PROPOSALS CLEARANCE AND DEMOLITION	FFY26 REQUEST	OCD	CAC	MAYOR	DEV. & GVT. REL COMMITTEE	FULL COUNCIL	FFY26 AWARD MAYOR
Holyoke Building Department Demolition of TBD properties	\$ 2,927,100						

ECONOMIC DEVELOPMENT	Office for Community Development Facade Improvement Program						
	\$ 100,000						

HOUSING	OneHolyoke CDC Neighborhood Improvement Program- Home Rehab Revitalize CDC Holyoke Home Preservation- Roof Program						
	\$ 250,000						
	\$ 500,000						

PUBLIC FACILITIES AND INFRASTRUCTURE	Office for Community Development Spring Street Public Plaza Wistariahurst Museum Ramp Repair and Automatic Door Department of Public Works Sewer Infrastructure Winter Parking Ban Storm Light Assmt & Design Sidewalks and ADA ramps Greater Holyoke YMCA Energy Improvements Holyoke Public Schools School Playground						
	\$ 300,000						
	\$ 10,600						
	\$ 1,000,000						
	\$ 100,000						
	\$ 2,680,521						
	\$ 35,000						
	\$ 508,000						
<b>Total Non-Public Services</b>	<b>\$ 8,411,221</b>	<b>\$ 767,311</b>	<b>\$ 767,311</b>	<b>\$ 767,311</b>	<b>\$ 767,311</b>	<b>\$ 767,311</b>	<b>\$ 767,311</b>

Total Non-Public Service Requests **\$8,411,221**  
 Total Non-Public Service Available **\$767,311**  
 Requests vs Available Funds **\$ (7,643,910)**

**NON PUBLIC SERVICES (NPS) PROPOSALS**

	FFY26 REQUEST	OCD	CAC	MAYOR	DEV. & GVT-REL. COMMITTEE	FULL COUNCIL	FFY26 AWARD MAYOR
<b>PUBLIC SERVICES (PS) PROPOSALS</b>							
<b>PUBLIC SERVICES- YOUTH</b>							
Girls Inc.							
Strong, Smart Bold Girls Programs	\$ 15,000						
Holyoke Safe Neighborhood							
Back to School Event	\$ 6,100						

<b>PUBLIC SERVICES- ELDERLY/HANDICAPPED</b>							
Access Care Partners (Kia WesternMass Eldercare							
Meal delivery for older adults	\$ 40,000						
Holyoke Council on Aging							
Senior meal program	\$ 105,000						

<b>PUBLIC SERVICES - SOCIAL SERVICES</b>							
Board of Health							
Wellness Center for Unhoused	\$ 500,000						
Providence Ministries for the Needy							
Margaret's Pantry- Food Pantry	\$ 50,000						
Kate's Kitchen- Evening Meal	\$ 25,000						
YWCA							
Holyoke Young Parents Program- Furnishings	\$ 9,984						
Families First							
Power of Parenting Seminars	\$ 15,000						
<b>Total Public Services</b>	<b>\$ 766,084</b>	<b>\$ 177,072</b>	<b>\$ 177,072</b>	<b>\$ 177,072</b>	<b>\$ 177,072</b>	<b>\$ 177,072</b>	<b>\$ 177,072</b>

Requested Public Services \$ 766,084  
 Available for Public Services (15% Max.) \$ 177,072  
 Requests vs. Available Funds \$ (589,012)

	FFY26 REQUEST	OCD	CAC	MAYOR	DEV. & GVT. REL. COMMITTEE	FULL COUNCIL	FFY26 AWARD MAYOR
<b>ADMINISTRATION &amp; PLANNING</b>							
Office for Community Development Administration and planning CDBG	\$236,092						
<b>Total Admin &amp; Planning</b>	<b>\$ 236,092</b>						

Requested for Admin & Plan \$ 236,092  
 Max. Plan & Admin Allocation (20%) \$ 236,092

CDBG Resources	ESTIMATE	FINAL
FY2026 Allocation	\$ 1,180,479	
Additional Unprogrammed: Prior Year Funds*	\$ -	
Total CDBG Available	\$ 1,180,479	
<b>CDBG Category Allocation Breakdown</b>		
Max. Public Service Allocation (15%)	\$ 177,072	
Max. Plan & Admin Allocation (20%)	\$ 236,096	
Non Public Service Allocation	\$ 767,311	
Total CDBG ESTIMATE	\$ 1,180,479	

\*Additional prior year CDBG funds may become available as current activities are completed under budget. Prior

**HOLYOKE'S USE OF HOME FUNDS**

	PROPOSED APPROX. ALLOCATIONS	FINAL
<b>Holyoke</b>		
Rental Unit Development*	\$ -	
Homeowner Unit Development*	\$ 361,689	
Direct Buyer Assistance*	\$ 23,087	
Administration (10%)	\$ 58,809	
Holyoke Total	\$ 443,585	
Holyoke Allocation (52.8%)	\$ 384,776	
Chicopee Allocation (32.1%)	\$ 252,877	
Westfield Allocation (15.1%)	\$ 118,457	
	\$ 756,110	
<b>FY2026 CONSORTIUM TOTAL HOME (ESTIMATE)</b>	<b>\$ 840,123</b>	

\* Prior year HOME funds may be used for rental unit development or other HOME eligible activities. HOME activities will be determined by RFP in FY2026.

Actual breakdown of HOME awards depends on proposals submitted and MA EOHLC local contribution requirements for projects in the LIHTC pipeline.

*This FY2026 Allocation Spreadsheet is presented in accordance with HUD CPD Notice (pending) and the City of Holyoke contingency language in the draft FY2026 Annual Plan. Actual CDBG and HOME allocations have not been announced; this FY2026 Allocation Spreadsheet is based upon estimated amounts from FY2025 awards. Proposed activity allocations (budgets) will be proportionally increased or decreased from the estimated funding level to match actual allocation amounts.*

**Questions or comments:**

Alicia Zoeller, Administrator  
 Office for Community Development  
[zoeller@holyokey.org](mailto:zoeller@holyokey.org) 413-322-5610  
[www.holyokey.org](http://www.holyokey.org)

**City of Holyoke MA Office for Community Development  
FFY2026 Annual Plan Development (2nd Year) (CDBG and HOME Consortium)**

Date	Time	Action
December 10, 2025		<i>Accessing FY2026 CDBG Funds Workshop</i> - available for viewing online at OCD webpage
<del>December 10, 2025</del> December 30, 2025		FY2026 CDBG Proposal Forms Available (Technical assistance available until January 5, 2026)
January 5, 2026 (Mon)	1:00 pm	Public Hearing on Community Needs and Priorities for FY2026 (Virtual) (Legal notices 12/19, 12/26)
January 5, 2026 (Mon)	5:00 pm	Joint Public Hearing & Citizens Advisory Committee (CAC) Meeting; Community Needs and Priorities (Legal notices 12/19, 12/26)
<del>January 16, 2026 (Fri)</del> January 30, 2026 (Fri)	3:00 pm	FY2026 CDBG Proposals Due 3:00 pm EST ( <i>No Extensions</i> )
<del>January 23, 2026 (Fri)</del> February 2, 2026 (Mon)		FY2026 CDBG Proposal Books Released
February 9, 2025 (Mon)	5:30 pm	CAC Meeting to Review FY2026 CDBG Proposals and Issue Allocation Recommendations
February 12, 2026		First Mayoral FY2026 CDBG Allocations Due
February 13, 2026		FY2026 CDBG Allocations Spreadsheet to City Clerk
Mid-Feb 2026		DGR Sub-Committee meeting to issue CDBG Allocation Recommendations
First March 2026 meeting (Tues)		City Council meeting to issue FY2026 CDBG Allocation Recommendations
March 9, 2026		Draft Annual Plan & FY2025 CDBG Allocations Available for 30-day Public Comment Period (Legal notices 3/6, 3/13)
March 16, 2026 (Mon)	1:00 pm	Draft Annual Plan Public Hearing (Virtual) (Legal notices 3/6, 3/13)
March 16, 2026 (Mon)	5:00 pm	Draft Annual Plan Public Hearing (In person) (Legal notices 3/6, 3/13)
April 13, 2026	4:00 pm	Public Comment Period on Draft Con Plan/Annual Plan Closes
April 17, 2026		Final Mayoral CDBG Allocations Due
May 2025 (Beginning of)		Annual Plan Finalized
May 14, 2026		Consolidated Plan/Annual Plan due to HUD in IDIS - Regulatory Deadline: August 15, 2026
August 28, 2026		Issue draft FY2025 Annual Performance Evaluation Report for 15-day Public Comment Period
September 22, 2026		FY2025 CAPER due to HUD in IDIS.

Schedule is based on the Federal Fiscal Year 2026 (Local year July 1, 2026 – June 30, 2027) All times are EST. For additional information, please contact the City of Holyoke Office for Community Development at 413-322-5610 or [zoellera@holyoke.org](mailto:zoellera@holyoke.org) or online at [www.holyoke.org](http://www.holyoke.org) or on Facebook @HolyokeOCD. Language translation services and accessibility services are available for all meetings upon request at least five business days prior to the meeting date to 413-322-5610. All meetings and hearings will be posted with the City Clerk in accordance with the Open Meeting Law. Updates to this schedule will be posted at the OCD webpage.

Open Public Comment Period

The Office for Community Development invites public comment on affordable housing and community needs for consideration in the development of the Annual Plan from December 10, 2025 through January 5, 2026. General comments may be submitted in writing to [zoellera@holyoke.org](mailto:zoellera@holyoke.org), by first class mail to Office for Community Development, City Hall Annex Room 400, Holyoke MA 01040, or verbally by telephone by calling 413-322-5610. A comment template is available at the OCD webpage.

**City of Holyoke Health Benefit Meeting**  
**December 15, 2025**  
**City Hall, Old Tax Collector's Office**

The meeting was called to order by **Quentin Donohue** at **5:03 PM**

In attendance:

PEC Representatives: Joe O'Connor- Retirees, Chris Butler-Fire Dept

City Representatives: Sharon Bittner-Willis-City Auditor, AnnMarie-Holyoke Public Schools , Dazhana Argueta-Personnel Specialist

Others: Quentin Donohue - Chair, **Steve Corbin - Dowd Insurance**

Agenda:

Receive meeting minutes from 10/14/25

- Quentin Donohue in reviewing the minutes he flagged the following statement from Rory Casey in the 10/14/25 meeting minutes :
  - *"There was an issue with a past Treasurer with the payroll and deduction set up. Section 19 and City made the decision to go self funded and was based on an analysis by Cook and Company"* - Rory Casey
- Quentin believes we were led to believe that the account was extremely healthy which was false as the statement does not jib with the premiums charged and balance of account
- Sharon- the way postings to GL may be what he is referring to but we have since changed that and everything is posting as it should. That is my assumption
- Quentin- is there a way to go back 10 years
- Sharon- There may be but it is extremely hard to reconcile that account but I can try
- Joe- 2015 we had 224k in that account "4904". There is no way we lost all of that. This is employee and City money and if someone took money out of that account it is illegal. To be honest I'm going to the Attorney General.
- Quentin- At one point Rory Casey said the city owed 300k to dental trust. Mentioned he is not happy with it. We are still dealing with the issue of free cash.
- Sharon- Do not have an update on free cash. FY23 audit is still being worked on as well as FY24. Can I suggest we contract someone to reconcile instead of going to the Attorney General?
- Chris Butler- Maybe a forensic accountant who we would have to pay

- Quentin- lets table that thought

**MOTION: Chris Butler** made a motion to **receive the 10/14/25 meeting minutes** . **Joe O'Connor** seconded. Motion carried **unanimously**

New members- Dazhana Argueta introduced:

- Sharon Bittner-Willis - replacing Tanya
- Ann Marie DaSilva Nembirkow - replacing Sean
- Pending replacement for Chris Adams
  - Chris Butler- only Joe showed up to the meeting to replace Chris Adams and it requires a vote. They will try to schedule a meeting

Broker Update

- Steve Corbin reviewed Pillar Rx which is a way to reduce cost of Rx. Net savings of 93k with Pillar Rx.
- High Cost Claimant Report- stop loss covers claims that are over 350k
- Medical Claims report- We did not put as much as we thought we would have into the Trust. Plan cost (Medical) is a few hundred dollars less per month than “premiums” based on enrollment not City figures.
- Dental Claims Report- running a little short as we were investing based on the thought that we had healthier accounts. City may need to start thinking about increasing the premium.
- Smith Rx may also be something the City may want to look into again as there is a guaranteed savings.
- Chris Butler requests quotes for HSA to Steve and wants to move away from TASC which would require a high deductible plan per Steve.
- Dazhana Argueta asked if employees can still use an HSA for dependent care.
- Steve- with HSA they would have to accumulate the funds in order to use after. TASC allows employees to use the funds and then pay biweekly into TASC.

New Business

RFP Process

- Dazhana Argueta will add Jaime to the next meeting to review the RFP process.

Account Reconciliation

- Joe O'Connor- Can we also have BCBS go back 10 years for all doc on dental including bills?

- Steve- I will ask, however, I have run into issues trying to get data that far back.

GLP1 Coverage

- Joe O'Connor wanted clarification on the GLP-1 programs
- Steve- it is the same program they pitched previously.
- Sharon- would like updated numbers on that program.
- Steve- will get the GLP 1 report for the next meeting.

Next Meeting dates:

- January 26 (official)
- February 9(tentative)

**MOTION: Dazhana Argueta** made a motion to adjourn. Trustee **Joe O'Connor** seconded. Motion carried **unanimously**.

The meeting adjourned at **5:45 PM**

Signature

Date



2/9/20

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Quentin Donohue

**City of Holyoke Health Benefit Meeting**  
**October 14, 2025**  
**City Hall, Old Tax Collector's Office**

The meeting was called to order by **Quentin Donohue** at **5:05 PM**

In attendance:

PEC Representatives: Joe O'Connor- Retirees, Chris Butler-Fire Dept

City Representatives: Tanya Wdowiak-City Auditor, Sean Mangano- HPS CFO, Dazhana Argueta-Personnel Specialist

Others: Quentin Donohue - chair, **Steve Corbin - Dowd Insurance, Kelly Curran - HR Director and Rory Casey - Treasurer**

Agenda:

Receive minutes from 10/6/25 meeting

**MOTION: Tanya Wdowiak** made a motion to **receive minutes from the 10/6/25 meeting. Sean Mangano** seconded. Motion carried **unanimously**

Open session regarding Trust financial status

- Steve apologized for not accounting for 2 premium holidays but just taking two months off, not actually accounting. Data based on Claims and Admin data.
- \$1,289 dollars positive based on Tanya's reconciliation
- Balance was up and down throughout the years. Tanya will send the documents to Dazhana to add to the drive.
- Quentin Donohue- The belief that we were led to believe that the account was extremely healthy was false?
- Rory Casey- There was an issue with a past Treasurer with the payroll and deduction set up. Section 19 and City made the decision to go self funded and was based on an analysis by Cook and Company
- Quentin Donohue- I feel betrayed because the account balance and premium holiday led me to believe we had a good cushion to determine the City/Employee splits
- Joe O'Connor is questioning why the level monthly deposit is not shown on the document provided today.

- Rory explained that the difference is on the next bill via true up which can be a plus or minus reducing or adding to the next level monthly deposit. Steve confirmed that this data is regarding claims
- Tanya confirmed that she has confirmation of Employee and Employer amounts.
- Quentin felt strongly that if the account was as healthy as we were told, any rate increases would have been decided upon. This is harmful to find we are anemic.
- Rory requested some guidance from Sean Mangano for the Trust moving forward.  
Reports from DOWD are good.
  1. Focus on some sort of balance sheet.
  2. Maybe a quarterly balance report and monthly in and out reports. Belief is that currently we are pretty balanced.
  3. Schedule of when we will talk about certain topics. Ex. Renewals/Medex.
  4. Small variance is a large number in Health where it is a smaller figure for Dental. May have to be more aggressive with increases in the coming year if we do not see the balance increase.
- Premium credit and Health share will go to the account from free cash.
- Tanya suggests Trust get bank account statements from beginning to see that it is tying together and get balances.
- Changes have been made to deposit Employee and Employer deductions directly into the account automatically.
- Joe O'Connor appreciated all the help from people in the City and for always getting things figured out but is disappointed in the City, DOWD and BCBS for not telling us that we were low in money and that we were not fine. He also felt strongly that no union would have agreed to go self funded if we knew that there was only \$1000 in the account.
- Quentin- We cannot undo what has already been done, as Shakespeare said. We put trust in what the City said and were deceived. Now our honor and transparency is being questioned. We need to work together to determine the best rates for the City of Holyoke. I look forward to learning how to read these accounts.
- Quentin asked when free cash will be certified. Rory is not sure.

#### Broker Update

- Nothing to report at this time

New Business

- Chris Butler brought up TASC issues. Steve said we will review in January.
- Rory- If you are thinking of Health Savings instead of FSA it would take more education for the members.
- Section 19 to choose a member to replace Chris Adams
- Quentin Donohue- wished Sean Mangano would be around longer. Sean mentioned that the person replacing him has finance experience but no trust experience. She handles the grants for HPS
- Sean Mangano- it has been great serving all of you

**MOTION: Tanya Wdowiak** made a motion to **adjourn** . **Joe O'Connor** seconded. Motion carried **unanimously**

The meeting adjourned at **5:53** PM

Signature

Date



2/9/24

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Quentin Donohue

### NOTICE OF COMMUNITY OUTREACH MEETING

Notice is hereby given that Rise Holdings, Inc. will hold a Virtual Community Outreach Meeting on **March 2, 2026** at 5:00 PM to discuss its efforts to add a medical marijuana treatment center license to its existing medical and adult-use cultivation and product manufacturing facilities at 28 Appleton Street in Holyoke. This project will not result in any site changes.

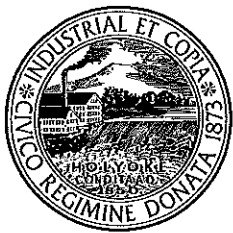
Virtual meeting information is at the end of this notice. This Virtual Community Outreach Meeting will be held in accordance with the Massachusetts Cannabis Control Commission's Administrative Order Allowing Virtual Web-Based Community Outreach Meetings and the applicable requirements set forth in M.G.L. ch. 94G and 935 CMR 500.000 *et seq.* A copy of the meeting presentation will be made available at least 24 hours prior to the meeting by emailing [p.silverman@vicentellp.com](mailto:p.silverman@vicentellp.com).

Interested members of the community will have the opportunity to ask questions and receive answers from company representatives about the proposed facility and operations. Questions can be submitted in advance by emailing [p.silverman@vicentellp.com](mailto:p.silverman@vicentellp.com) or asked during the meeting.

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Register for Zoom Webinar:

[https://us02web.zoom.us/webinar/register/WN\\_MiY80DwpTtyp13JgsmwFeQ#/registration](https://us02web.zoom.us/webinar/register/WN_MiY80DwpTtyp13JgsmwFeQ#/registration)



City of Holyoke

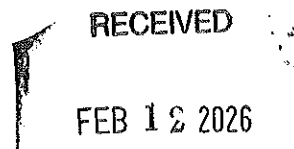
Holyoke Redevelopment Authority

Mayor Joshua A. Garcia

Eric Nakajima, Executive Director

February 9, 2026

Holyoke City Council  
City of Holyoke  
Holyoke, MA 01040



Holyoke City Clerk's  
Holyoke, MA

Dear Councilors:

Please find attached minutes of the Holyoke Redevelopment Authority for the following meetings:

- November 19, 2025
- November 19, 2025 \*(Annual Meeting including Annual Report)
- December 17, 2025

Additionally, attached are Executive meeting minutes for the dates listed below. These were not previously released due to ongoing deliberations for the purchase, exchange, lease or value of real estate that, if released, may have had an effect on the negotiating position of the HRA.

- September 20, 2023
- October 18, 2023
- November 15, 2023
- April 17, 2024
- November 20, 2024
- February 19, 2025
- March 19, 2025
- March 27, 2025
- May 21, 2025
- July 2, 2025
- July 16, 2025

Please contact me at 322-5655 if there are any questions.

Sincerely,

  
Eric Nakajima

**Holyoke Redevelopment Authority  
Meeting Minutes  
Wednesday, November 19, 2025 at 5:00 pm  
Holyoke City Hall - Room 6  
536 Dwight Street, Holyoke, MA  
and via Zoom: 85616593796**

**Members Present:**

Patrick Beaudry, Chairperson  
Carl Eger, Jr., Vice Chairperson  
Thomas Creed, Treasurer  
Daphne Board, Assistant Treasurer  
Tiffany Espinosa, Member

**Staff Present:**

Aaron Vega, Executive Director  
John Dyjach, Assistant Director

**Guests:** Sarah Meier-Zimbler, Holyoke Housing Authority  
Sarah Stine and Eric Samuels, O'Connell Development Group

**1. Call to Order**

Chairperson Patrick Beaudry called the meeting to order at 5:02 p.m. and announced that the meeting is being recorded and is being held virtually in accordance with State laws. Roll call:

<u>Present</u>	<u>Yes</u>
Daphne Board	X
Patrick Beaudry	X
Carl Eger	X
Thomas Creed	X

**2. Property / Project Updates and Next Steps (item taken out of order)**

**a. URP Area 8**

**i. South Holyoke Homes Annual Report:** Sarah Meier-Zimbler, Director of Development of the Holyoke Housing Authority, presented the South Holyoke Homea annual report. She discussed the project status and said the major accomplishment was finishing construction of Phase 2 which consists of twenty units of 3 and 4 bedrooms modular duplexes that will be sold to income eligible families. Ms. Meier-Zimbler said the other exciting news is that our Phase 3 project received approval for \$24 Million in tax credits, which will allow design to get started and the project to go out for bidding in early 2026.

**ii. Land Disposition Agreement for South Bridge Street Lots:** John Dyjach explained that the transfer of South Bridge Street parcels 006 and 007 is in process with the City and asked the Board to consider approving the standard Property Disposition Agreement that has been used for the South Holyoke Homes project. He noted that the standard agreement now included standard language that the property be tax paying in perpetuity. He said that the transfer is being done in accordance with the Urban Renewal Plan and the South Holyoke Homes Agreement with the HHA. Mr. Dyjach noted that the HHA is partnering with Habitat for Humanity to build houses on these lots which could begin next year. Carl Eger made a motion to approve the Property Disposition Agreement and to authorize the Chairperson to execute the necessary documents. Said motion was seconded by Patrick Beaudry and a roll call vote followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Daphne Board	X	

Patrick Beaudry	X
Carl Eger	X
Thomas Creed	X
Tiffany Espinosa	X

**b. URP Area 4: Proposal from O’Connell Development Group for South High Street Reuse Analysis & Predevelopment Feasibility Study: Chairperson**

Beaudry welcomed Sarah Stine and Eric Samuels of O’Connell Development Group to present their work proposal for the High Street area. He noted the work is being funded by the MassDevelopment Site Readiness Grant. Eric Samuels reviewed the proposal and discussed O’Connell Development Group’s tasks as well as the subcontractors they would be overseeing and providing some of the deliverables. Thomas Creed noted that it is good that a review of previous studies is part of Task 1 and that there is focus on the Haberman and Hapco properties. He added that from his perspective one of the reasons for the success in South Holyoke was community involvement from the start and asked how the previous studies in the High Street area which included stakeholder outreach will be considered as part of this work. Sarah Stine replied that the research of past studies will be done and incorporated appropriately with feedback from the HRA and staff. She added that stakeholders will be identified and included as part of the public outreach. Thomas Creed said one previous example possible to consider was a Citizens Advisory Committee which the HRA included when the urban renewal plan was being done. Carl Eger said he thought the approach described in the scope was thorough and inclusive to the point where historical information will be included to support conclusions of this work. Patrick Beaudry said that the existing TDI working group could be a good source for community input since they have been very involved in the downtown area over the last few years. Daphne Board agreed and suggested that the public meeting includes community leaders and elected officials but that there is also the opportunity for the public to be informed and provide input.

There was then further discussion about the scope of work and that contracts that are necessary with MassDevelopment and O’Connell Development Group. Patrick Beaudry said he would entertain a motion to allow staff to finalize the contracts unless something is determined that would require further Board consideration. He asked that staff circulate the contracts for feedback and to determine if it was necessary to call a special meeting to discuss any terms. Carl Eger made the motion for the action described by the Chair. Said motion was seconded by Thomas Creed and a vote followed:

<u>Name</u>	<u>Yes</u>
Tiffany Espinosa	X
Daphne Board	X
Thomas Creed	X
Carl Eger	X
Patrick Beaudry	X

**3. HRA Board Business**

**a. Meeting Minutes of October 15, 2025**

A motion was made by Carl Eger and seconded by Thomas Creed to approve the September 17, 2025 meeting minutes. A roll call followed:

<u>Name</u>	<u>Yes</u>
Tiffany Espinosa	X
Thomas Creed	X
Carl Eger	X
Daphne Board	X
Patrick Beaudry	X

**4. Property / Project Updates and Next Steps (continued from Agenda Item 2)**

**URP Area 6: 216 Appleton Street Phase 2 and ARPA Grant**

John Dyjach explained that staff is continuing to work on options to utilize the \$300K ARPA grant that was awarded to the HRA for the demolition of the section of 216 Appleton Street identified as Phase 2 Buildings 1 and 2. He said that quotes for all the work are higher than anticipated and that WinnDevelopment is not prepared to cover the additional costs until they have the project funding in place. Mr. Dyjach said that staff recently met with representatives from the Office for Community Development which administers the grant to discuss utilizing the funds. He said one option being discussed is to stabilize the buildings including partial demolition for the benefit of the City as well as to support future housing development. He added that staff intends to meet with a demolition consultant to discuss the best approach and will bring that information back to the Board. Daphne Board asked to clarify the idea of stabilizing the buildings. John Dyjach said it relates to stabilizing the buildings for safety reasons for future demolition when funding becomes available. The Board then discussed utilizing the funds for this purpose or if it would be better used in other ways. Mr. Dyjach said more information will be available after meeting with the consultant.

**5. Other Business**

**a. Funding for Staffing and Contracted Services:**

John Dyjach said that the request to the HRA as well as HEDIC is to fund administrative support for the office in the amount of \$10,000 each. He said they think this would at least provide funding for the position through June 30th. Thomas Creed said he is supportive of this but thinks it is irresponsible on the City's part to not provide this support for the important work the office does. He added that finding a qualified person under this arrangement will be difficult and that the HRA does not have any source of income at all to sustain this long term. Tiffany Espinosa agreed that there are sustainability and continuity concerns but understands there is the need. Patrick Beaudry suggested that the Board formally communicate these concerns to the Mayor and encourage that the position be funded next fiscal year. Carl Eger said the position pays for itself because it supports and brings investment to the City. Tiffany Espinosa questioned that in addition to supporting this funding, are there other ways the HRA Board members can be advocates or allies to support staff. John Dyjach said that continuing to support projects with guidance and expertise for existing and future projects is extremely helpful. A motion to approve the funding request was made by Carl Eger and seconded by Thomas Creed. Tiffany Espinosa suggested adding that the motion includes the letter to the Mayor from the Chair approving the funding and expressing the Board's concerns. A roll call vote followed:

<u>Name</u>	<u>Yes</u>
Tiffany Espinosa	X
Thomas Creed	X
Carl Eger	X
Daphne Board	X
Patrick Beaudry	X

**b. TDI Funding Letter:**

John Dyjach said that the meeting packet included a letter from Kevin Moforte describing the request for funding to support the work in the district. Mr. Dyjach said this was for reference and to support the funding request that was already approved by the HRA at a previous meeting.

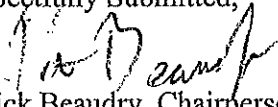
**6. Adjournment**

With no further discussion or executive meeting, a motion was made by Carl Eger and seconded by Daphne Board to adjourn the meeting. A roll call vote followed:

<u>Name</u>	<u>Yes</u>
Tiffany Espinosa	X
Thomas Creed	X
Carl Eger	X
Daphne Board	X
Patrick Beaudry	X

The meeting was adjourned at 6:29 p.m.

Respectfully Submitted,



Patrick Beaudry, Chairperson

**Holyoke Redevelopment Authority  
Annual Meeting Minutes  
Wednesday, November 19, 2025  
Holyoke City Hall - Room 6  
536 Dwight Street, Holyoke, MA  
and via Zoom: 85616593796**

**Members Present:**

Patrick Beaudry, Chairperson  
Carl Eger, Jr. Vice Chairperson  
Thomas Creed, Treasurer  
Daphne Board, Assistant Treasurer  
Tiffany Espinosa, Member

**Staff Present:**

John Dyjach, Assistant Director

**1. Call to Order**

Chairperson Patrick Beaudry called the Annual Meeting to order at 6:30 p.m. and announced that the meeting is being recorded and is being held virtually in accordance with State laws.

Roll call:

<u>Name</u>	<u>Present</u>
Tiffany Espinosa	Y
Thomas Creed	Y
Daphne Board	Y
Carl Eger	Y
Patrick Beaudry	Y

**1. Annual Meeting Business**

**a. Summary of Activities**

John Dyjach presented the HRA Annual Report for the period from November 1, 2024 to October 31, 2025. He noted the inclusion of the HRA's financial report, the South Holyoke Homes Annual Report, and the Way Finders High Street report as exhibits. A motion was made by Carl Eger to accept and to approve the actions listed in the report. Said motion was seconded by Thomas Creed. A roll-call vote followed:

<u>Name</u>	<u>YES</u>
Tiffany Espinosa	X
Thomas Creed	X
Daphne Board	X
Carl Eger	X
Patrick Beaudry	X

John Dyjach noted that the Annual Report will be provided to the Holyoke City Council and, as required, the to the Executive Office of Housing and Livable Communities.

**b. Financial Report**

John Dyjach reviewed the HRA financial statement that is included with the Annual Report. He noted the comparison of financial standing over the last year and that it has been stable.

**c. Election of Officers**

Thomas Creed made a motion for the Board's consideration to nominate the following positions:

Patrick Beaudry, Chairperson  
Thomas Creed, Vice Chairperson

Tiffany Espinosa, Treasurer  
Daphne Board, Assistant Treasurer  
Carl Eger, Member

There was discussion about the functions of the Treasurer. John Dyjach said he would be updating bank records and will contact Board members as necessary. Carl Eger asked about auditing financial records and suggested that staff look into the services of an auditing firm to consider the standing of the HRA's finances.

Said motion was seconded by Carl Eger and a roll call vote followed:

<u>Name</u>	<u>YES</u>
Tiffany Espinosa	X
Thomas Creed	X
Daphne Board	X
Carl Eger	X
Patrick Beaudry	X

## 2. Adjournment

With no other business, a motion was made by Carl Eger and seconded by Tiffany Espinosa to adjourn the annual meeting. A roll call vote followed:

<u>Name</u>	<u>Yes</u>
Tiffany Espinosa	X
Thomas Creed	X
Carl Eger	X
Daphne Board	X
Patrick Beaudry	X

The meeting was adjourned at 6:48 p.m.

Respectfully Submitted,

  
Patrick Beaudry, Chairperson



City of Holyoke  
Mayor Joshua A. Garcia

Holyoke Redevelopment Authority  
Aaron M. Vega, Executive Director

# ANNUAL MEETING REPORT

*For November 1, 2024 to October 31, 2025*

The purpose of the Holyoke Redevelopment Authority Annual Meeting is to receive the Annual Report, ratify the Board's actions for the previous Fiscal Year, and for other necessary business.

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Financial and Real Estate Notes	
South Holyoke Homes Annual Report	
Way Finders High Street Presentation	

## **Holyoke Redevelopment Authority (HRA) Background and Purpose**

The Holyoke Redevelopment Authority (HRA) was established by the City of Holyoke on September 4, 2007 as authorized by Chapter 121B of the Massachusetts General Laws.

A redevelopment authority has broad powers to study, survey, design, and redevelop underutilized, substandard, or blighted open areas, to encourage new development and promote sound growth.

## **HRA Mission Statement**

The Holyoke Redevelopment Authority's mission is developing and implementing Urban Renewal Plan(s) thus eliminating blighted conditions that inhibit neighborhood reinvestment; improving the quality of life in our neighborhoods; fostering and promoting business expansion and job creation and maintaining and attracting development that will revitalize Holyoke's economy and cultural growth while making our community more attractive, prosperous, and self-sufficient.

## **Board of Directors and Staff**

The HRA is a five-member body consisting of community members. Four members are appointed by the Mayor and confirmed by the City Council and one member is appointed by the Governor.

### Board of Directors

Patrick Beaury (Chairperson)  
Carl Eger, Jr. (Vice Chairperson)  
Thomas Creed (Treasurer)  
Daphne Board (Assistant Treasurer)  
Tiffany Espinosa (Member)

### Staff

Aaron Vega, Executive Director  
John Dyjach, Assistant Director

**Holyoke Redevelopment Authority (HRA)**  
**Summary of Activities**  
**November 1, 2024 - October 31, 2025**

The annual meeting of the Holyoke Redevelopment Authority (HRA) takes place at the November meeting for the purpose of electing officers, receiving the annual report and for other business as necessary. The fiscal year of the HRA runs in conjunction with the City's Fiscal Year which is from July 1st to June 30<sup>th</sup>.

The HRA met on 14 occasions from November 1, 2024, through October 31, 2025:

- November 13
- November 20
- January 22
- February 19
- March 19
- March 27
- April 2
- April 16
- May 21
- July 2
- July 16
- August 20
- September 17
- October 15

**Summary of Activities**

➤ **November 13, 2024**

- Announcement was made for the *groundbreaking of South Holyoke Homes Phase 2* to be held on November 21<sup>st</sup>.
- The Board considered and approved a *License Agreement with Beyond Walls* for cultural placemaking activities on the HRA land at Race and main Streets. The term of the agreement is for up to two years and includes an early termination provision.
- Aaron Vega explained the opportunity to collaborate with Holyoke Gas and Electric (HG&E) for an Environmental Protection Agency (EPA) *Environmental and Climate Justice Community Change Grant Application*. The Board supported the grant application, which was described as very competitive and if received it would fund electrical upgrades and support development on the High Street corridor.

➤ **November 20, 2024**

- The Board was joined by Sarah Meier-Zimbler and Matthew Mainville from Holyoke Housing Authority (HHA) to present the *South Holyoke Homes Annual Report*. Ms. Meier-Zimbler explained that the Phase 1 Housing and the MassWorks funded neighborhood infrastructure upgrades were completed over

➤ **November 20, 2024 continued**

the last year. Phase 1 is 100% occupied and facing no issues with tenancy or quality of construction. She said that Phase 2 has started construction after a very non-traditional process with the decision to use modular construction. HHA is preparing an application for tax credits to help fund Phase 3, which is a 40-unit building with 1, 2 and 3 bedrooms.

- Ben Murphy of Mass Development joined the meeting to discuss the recently awarded **\$200,000 Site Readiness Grant**. He explained the grant will be used for technical services and focus on the High Street area which is part of URP Area 4. MassDevelopment intends to manage the project with its in-house consultants with assistance from City staff. A draft scope of work will be prepared and presented to the Board at a future meeting.
- Carl Eger and Thomas Creed reported on **Mayor Garcia's Boards & Commissions** meeting recently held at Holyoke Media. It was noted that the event was a good opportunity to hear about legal requirements and operational policies as well as to meet members of other City Boards.
- The Board received notice that **OneHolyoke CDC's "Hygge House"** (the tiny house) on the Race/Main Street lot was moved. A letter of appreciation from OneHolyoke to the HRA was received for allowing the use of the land to stage and market the concept.
- Chairperson Daphne Board convened the **HRA Annual Meeting**. Staff presented the Annual Report for the previous year highlighting urban renewal plan activities and a review of HRA finances.

The Board then considered the annual rotation of officers and members were nominated and approved as follows:

- › Patrick Beaudry as Chairperson   › Thomas Creed as Treasurer
- › Carl Eger as Vice Chairperson   › Daphne Board as Asst. Treasurer

The Board expressed appreciation for Jorge Colon and his tenure on the Board and heard from Aaron Vega regarding the process of appointing a new member.

➤ **January 22, 2025**

- Staff provided an update that **Phase 1 of the 216 Appleton Street mill redevelopment** (Appleton Mills Apartments / WinnDevelopment) is on track for completion later in the year. The Community Building, located on Essex Street, and one demonstration unit are to be open by summer. It was noted that discussions are ongoing with WinnDevelopment to initiate Phase 2. Chairperson Daphne Board asked about the status of the Appleton Street bridge repairs. Staff will provide the last status update from the City Engineer.
- The HRA approved the **release of reverter for 160 Middle Water Street**. Attorneys representing the buyer and seller explained the status of the pending sale and staff confirmed that the commitments to the HRA that were in the reverter requirement were met. It was noted that additional restrictions including employment commitments, property taxes, and use restrictions will continue and the buyer is agreeable to them. The HRA also receives \$900 of the purchase price which represents the amount of the 2% resale provision in the deed.

➤ **February 19, 2025**

- The Board received updates on *MassDevelopment's Transformative District Initiative (TDI)* from TID Fellow Kevin Moforte. He explained the primary initiatives are improving safety and security, enhancing the appearance of downtown, and promoting economic development. Establishment of a Business Improvement District (BID) is being considered and will require involvement from multiple stakeholders downtown. Mr. Moforte noted that the TDI grant program has provided over \$300,000 to downtown businesses.

➤ **March 19, 2025**

- The owners of *123 Pine Street* joined the meeting to update the Board on their efforts to search for funding resources and to start the project. They added that the project timeline has also been impacted by delays in the completion of their other project on Elm Street. Staff said the City's housing consultant is assisting the owners to research and potentially access resources to help finance the project. Given the uncertainty of the project, the Board directed staff to explore the HRA's legal options.

➤ **March 27, 2025**

- The Board considered options for *123 Pine Street* and authorized staff to draft a letter to the owners requesting that financing be secured to fund the project or an HRA buyback of the property as an alternative.

➤ **April 2, 2025**

- The Board continued to consider options for *123 Pine Street* and authorized a notice to the owner providing a 60-day period to secure project financing and make progress with the property rehabilitation. The notice also included the HRA's alternative action to proceed with reverter rights or a potential buyback of the property. Among the factors the HRA considered were the prolonged and uncertain development schedule as well as the lack of substantial redevelopment.

➤ **April 16**

- The Board approved Holyoke Housing Authority's request to assign the legal rights and responsibilities of properties previously transferred for *South Holyoke Homes Phase 2* to South Holyoke Homes Phase II, LLC (SHH II) to act as developer in this project. The request aligns with the Master Development Agreement, and the action helps the HHA to reinvest project funding.
- The HRA welcomed Hagop Toghramadjian of Winn Development to discuss the *216 Appleton Street development*. The Board learned that Phase 1 of the project is 90% through construction with all utilities expected to be functional by mid-May and that advertising for the apartments is underway. Regarding Phase 2, Mr. Toghramadjian said the project recently received the National Park Service and Massachusetts Historical Commission approval to remove buildings 1 and 2 including the smokestack, which makes Phase 2 more feasible. He also brought up the idea of the HRA being a formal partner in an ownership structure to help facilitate the project funding in a timely manner.

➤ **April 16 continued**

- As part of the *High Street Site Readiness Grant* work, the HRA approved the access agreement with the owners of the Haberman Hardware property to begin due diligence inspections.
- Staff informed the Board that American Environmental, owner of *37 Appleton Street*, submitted plans to construct a building on the site which are currently under review with the Planning Board.
- The Board was informed that *174 Lyman Street* is being privately developed for market-rate housing with the assistance of the Housing Development Incentive Program. The property is included in the Urban Renewal Plan Area 2 / Veterans Park.
- A second *Site Readiness grant application* through the State's One Stop for High Street redevelopment was supported by the Board. The grant would help fund further site due diligence, including environment assessments, to determine the viability of High Street sites for redevelopment.

➤ **May 21, 2025**

- The HRA was informed about *Intra Cash Financial Services (IntraFi)* being offered by PeoplesBank for insurance on deposits in excess of \$250,000. The Board authorized the utilization of the program which is being offered at no cost to customers at this time.
- Staff reported on continued progress with *Phase 1 of 216 Appleton Street* noting a recent Open House and the completion of a lottery for potential tenants. It was noted that response was strong, with over 200 applications received for the 88 available units.
- A potential buyer of *123 Pine Street* has come forward, and the Board requested legal guidance to ensure that the requirements of the current owner carry forward with a subsequent owner.
- The *Beyond Walls Race and Main Street site activation* on the HRA-owned land on Main and Race Street is underway and named Beyond Armour Yard. A two-year Land License Agreement is in place, and the Board has received a request to consider a management agreement.

➤ **July 2, 2025**

- The Board received and accepted the HRA's quarterly financial report. As part of the report, staff noted the bi-annual loan payment was made to HEDIC as part of the *Parsons Paper Redevelopment Project*.
- The work at 216 Appleton Street Phase 2 funded by the *\$600,000 MassDevelopment Underutilized Property Program Grant* is nearing completion. The Board authorized the 10% required payment of \$60,000 which will be reimbursed after project completion.
- The request from *Beyond Walls* to amend the License agreement was taken into consideration by the Board. Staff explained that in addition to including the signage requirement, the amendment was being sought to define event operations and that Nueva Esperanza would have management responsibilities. Funding for the program is through the Mass Gaming Mitigation Fund as well as a grant received by Beyond Walls and that no funding flows through the HRA.

➤ **July 16, 2025**

- The Board continued consideration of the *123 Pine Street* matter which has been ongoing for many months. The property owner and the prospective buyer were in attendance to present their proposals to move forward with the project under different and lengthier terms. The request made by the owner is for the HRA to waive its Right of First Refusal for a sale as well as not to act on the reverter. The HRA deferred taking any action on the reverter until September 5<sup>th</sup> and further consideration is contingent upon the submission of a more definitive development plan and budget by the proposed buyer in advance of the HRA's August meeting.
- Kevin Moforte presented a request for the HRA to consider funding to support initiatives in the *Transformative Development Initiative (TDI)* District including downtown beautification efforts and the establishment of a Business Improvement District. The request was taken into consideration and more information was requested.
- The HRA reviewed and authorized the signing of project completion documentation for the *216 Appleton Street Phase 2 \$600,000 Underutilized Property Program Grant*. The HRA Chairperson and staff recently toured the building with WinnDevelopment and the contractor to help verify that the work done with the funding was complete and aligned with the scope of work. The work significantly stabilized the building to support Phase 2 and included a new roof to Building 4. The documentation will be sent to MassDevelopment for their review and authorization for final payment.

➤ **August 20, 2025**

- After obtaining additional information and hearing from the prospective buyer of *123 Pine Street*, the HRA voted to execute the waiver for the right of first refusal for a sale and to approve the transfer of the property to Virgilio Property Management Inc. or its assignee to be developed in accordance with the development plan that was submitted and subject to the requirements of the reverter clause.
- Along with other project updates, staff updated the Board on *URP Area Housing Projects* including that South Holyoke Homes received Phase 3 funding that will significantly advance the project. Also noted is that staff is assisting and monitoring the housing developments at the Wrights and Crafts Block on North High Street, Open Square and at 174 Lyman Street.

➤ **September 17, 2025**

- Keith Fairey and colleagues presented *Way Finders' preliminary plans for the 378 - 400 High Street*. Mr. Fairey explained that Way Finders has done extensive work in the City on the Library Commons project and now is in the initial stages of development on High Street. Way Finders has purchased several properties on High Street with the intent of developing a mixed use, mixed income housing.

➤ **September 17, 2025 continued**

development and commercial opportunities. The timeframe is contingent on their project funding and currently it is expected to occur over the next 5 to 7 years. The Board thanked Mr. Fairey and said it is important that the HRA's efforts on High St. compliment Way Finders' development and work together to accomplish the positive results. (a copy of Way Finders presentation is attached)

- The HRA considered items related to the *Race and Main Street Placemaking activities*. A *Programming Agreement with Nueva Esperanza* was approved for the Beyond Armour Yard community and cultural space. Nueva Esperanza, with support from the City's Mass In Motion Coordinator, would manage activities at the site including applications for use and making sure that all permitting and insurance requirements are met. It was noted that the HRA would receive 15% of the income from the rental of the yard. An update on the *License Amendment with Beyond Walls* was provided and work on the draft is continuing. A *Utility Easement* for Holyoke Gas & Electric Department at 150 Race Street was approved. The easement is to help with the installation of an electric vehicle charging station and the Board directed staff to work with legal to ensure that language is included so that the easement would not affect future development.
- Staff reviewed the *South Holyoke Homes Agreement* and explained that there is a request from Holyoke Housing Authority to *transfer two additional parcels of land at 689 South Bridge Street and South Bridge Street parcel 007* that are listed in the agreement. The Board authorized staff to request the transfer of the properties from the City in accordance with the Urban Renewal Plan. It was noted that HHA is working with Habitat for Humanity to build two houses on these vacant lots with the support ARPA funding and that the request aligns with the agreement.
- The Board was informed that notification was received of a *\$500,000 tax credit award for Phase 2 of the 216 Appleton Street project from the Mass Historic Commission*. It was noted that to date Phase 2 has received \$2 million in tax credits with potentially \$6.5 million more moving forward. To date Phase 1 of the project has received \$6.8 million.
- An *Amended Access Agreement* for the HRA's due diligence at the Haberman Hardware property was approved. The amendment included specific due diligence work and was needed to satisfy the requirements of the MassDevelopment Site Readiness Grant.
- Kevin Moforte, MassDevelopment's Holyoke TDI Fellow, followed up on the request for the HRA's financial support. It was noted that MassDevelopment extended the TDI program in Holyoke for 10 months and several initiatives are ongoing including the establishment of a Business Improvement District as well as other efforts to improve the appearance of the area and providing funding for events. After some consideration, the *HRA approved the allocation of \$10,000 to support TDI initiatives*.

➤ **October 15, 2025**

- The Board thanked Hagop Toghramadjian of WinnDevelopment for providing a tour of the *newly opened and occupied 216 Appleton Street Phase 1*. Mr. Toghramadjian said his company is pleased that the property is fully leased and

➤ **October 15, 2025 continued**

that they are now closing out final work at the property and turning the focus to Phase 2. Winn Development's counsel is exploring an ownership structure for Phase 2 for the HRA's consideration, and more information is pending. Staff noted that they are working with City Departments to address the impacts to the project because of the recent closure of the Appleton Street bridges due to structural deficiencies.

- ***A MassDevelopment \$100,000 Site Readiness Grant for High Street Redevelopment*** was recently awarded to the HRA. The grant supplements the \$200,000 grant awarded to the HRA last year. The Board discussed the scope of work funded by the grant and that there are ongoing discussions with MassDevelopment staff to define the scope and to select a consultant.

Attachments:

- HRA Financial and Real Estate Notes
- South Holyoke Homes Annual Report
- Way Finders High Street Presentation



**HOLYOKE REDEVELOPMENT AUTHORITY**  
**Quarterly Financial Update**  
**November, 2025**

1. HRA Available Funds: \$476,970.52  
(Available Funds as of June 2025 update: \$474,118.47)  
(Available Funds as of one year ago – November 2024: \$474,007.83)
2. Notable Transactions Since Last Update
  - a. \$60,000: Pass-through transactions (MassDevelopment and WinnDevelopment) made as part of Underutilized Property Program Grant
  - b. \$540,000: same as a. above
  - c. \$2,641.81: bank account interest from June to October 2025
  - d. Pending: \$10,000 TDI funding support
3. Note receivable:
  - a. Jackson Canal, LLC (Aegis Energy) - \$42,141.29 principal mortgage balance due. 10-year term at 2.45% interest. Monthly payments of \$3,056.39. (Loan issued 12/9/2016 and original amount was \$400,000 with a \$75,000 payment made at closing.)
4. Note Payable
  - a. HEDIC - \$54,366.85 (principal + interest) due to HEDIC for the Parsons project funding (HRA transfers principal and interest payments bi-annually to HEDIC).
5. Real Estate Notes
  - a. 216 Appleton Phase 2 - under agreement with WinnDevelopment
  - b. Active Request for Proposals (RFPs) for Main and Race Street Block and for Armory Property at 163 Sargeant Street.
  - c. License Agreement for HRA owned Race and Main Street land with Beyond Walls, Inc. for temporary activation for community activities and engagement. Separate Management Agreement in place with Nueva Esperanza, Inc.



**SOUTH HOLYOKE**  
HOMES

# Annual Report

FALL 2025

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Prepared by the  
**Holyoke Housing Authority**



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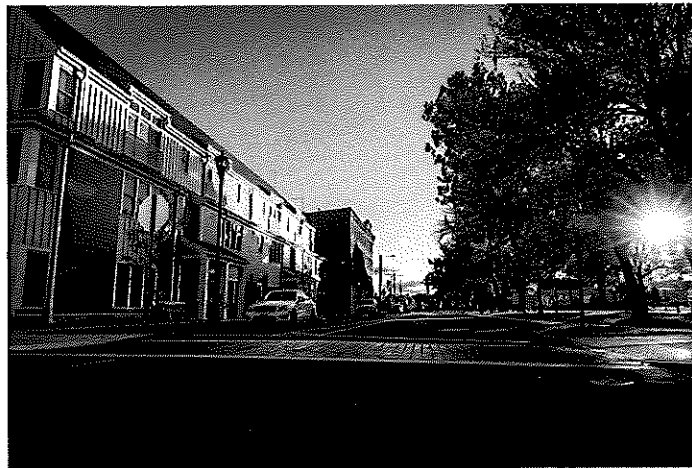
For the

**Holyoke Redevelopment Authority**



# Development Update

The Holyoke Housing Authority (HHA) is proud to partner with the Holyoke Redevelopment Authority (HRA) on the ambitious and much needed goal of providing outstanding housing in South Holyoke. Since the HRA designated the HHA as lead developer of the project in 2018, we have been advancing the goals that are defined in the Urban Renewal Plan for Area 8, which include: redeveloping vacant property, adding more density, improving housing options, improving housing stock, and increasing home ownership opportunities.



Phase 1, a 12-unit rental building has been fully occupied since 2023

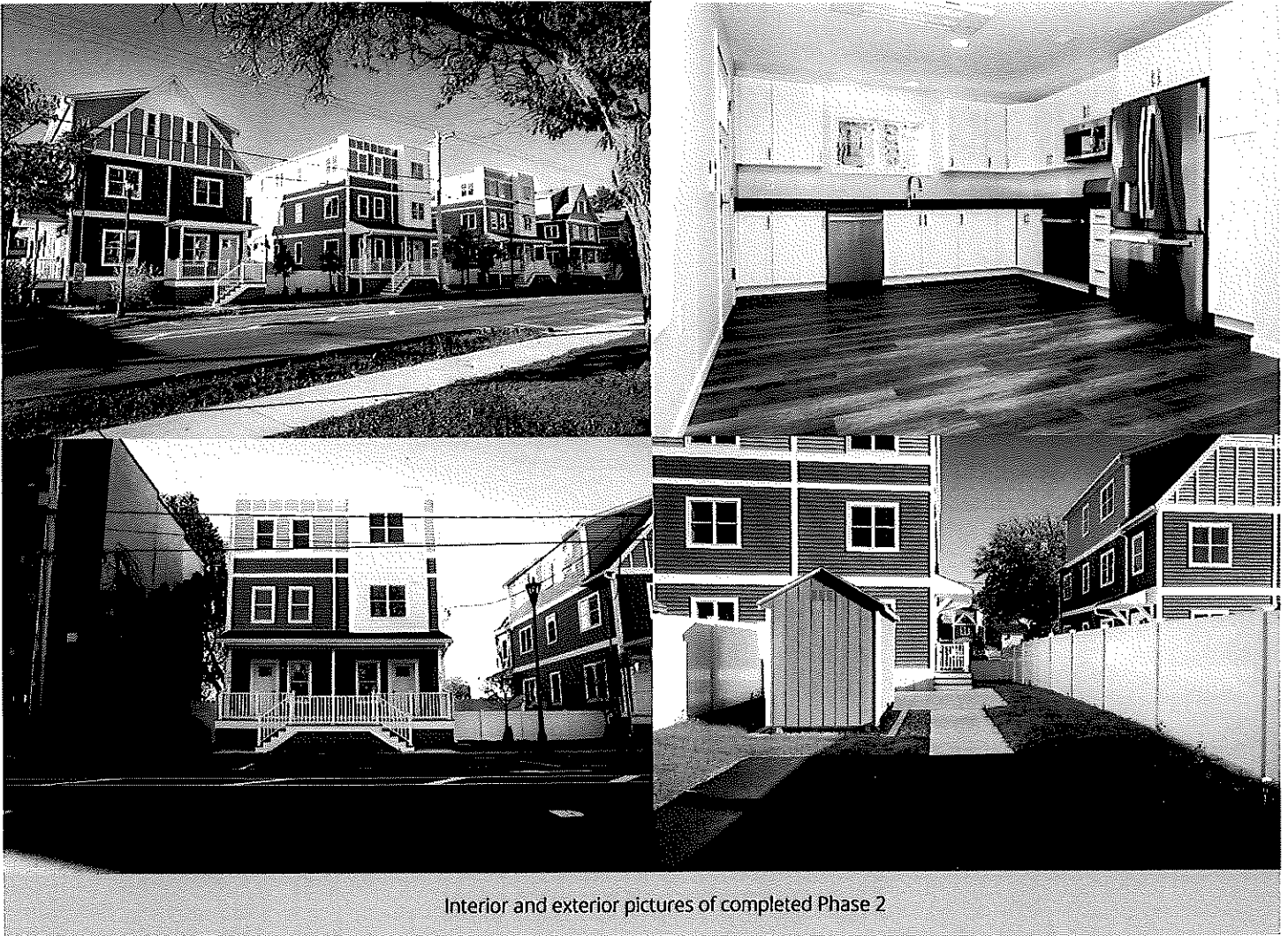
We are very proud of the work we have accomplished since our last annual report, most importantly finishing construction on Phase 2 which brings much needed homeownership opportunities to the community and getting funded for our Phase 3 project. With Phase 1 and the MassWorks Infrastructure work complete, we have turned the idea of developing housing around Carlos Vega Park into a reality. None of it would have been possible without the input and support of the community and local stakeholders. We look forward to our continued work together to bring the entire plan to fruition.



Construction starts on Phase 2

# Phase 2 Constructed

The Holyoke Housing Authority has been pursuing the construction of affordable homeownership opportunities around Carlos Vega Park since being selected as developer by the HRA. We started construction last year on an ambitious plan to build 20 affordable homeownership units on vacant lots. One year later, construction is now complete and the homes are ready for future homeowners. With funding through City ARPA, MassHousing's Commonwealth Builder Program, and our own funds, we completed the vision for affordable homeownership that was set out in the Urban Renewal Plan.

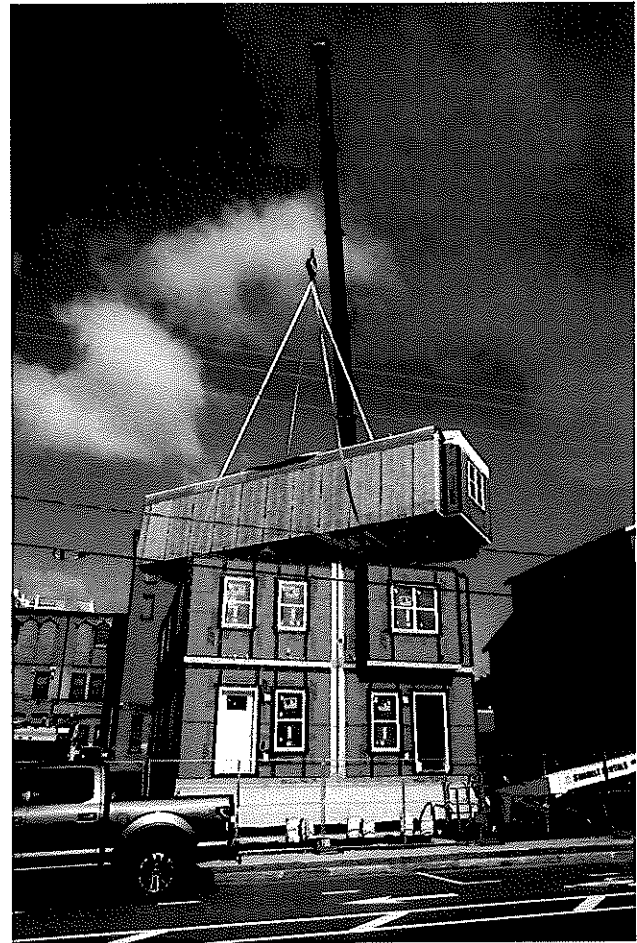


Interior and exterior pictures of completed Phase 2

The 20 units of affordable homeownership consist of ten duplexes on four sites that include 3- and 4-bedroom units as well as one fully accessible unit. The 3-story buildings have parking in the rear, a private patio and a shed for storage. Most of the units will be sold to families who make less than 80% of the Area Median Income (AMI) and a smaller number to families who make less than 100% of the Area Median Income. The all-electric units are highly efficient and include brand-new appliances including dishwasher, garbage disposal and washer dryer on the second floor.

# Phase 2 Modular Construction

In an effort to reduce costs, we made the important decision to pursue modular construction as an alternative. In modular construction, the building is constructed off-site in a factory and transported to the site in boxes. This type of construction is cost effective and saves a lot of time. Western Builders, the General Contractor for the project selected Ritz-Craft Commercial as the modular company. HHA staff, joined by architects from ICON Architecture as well as Western Builders traveled to visit Ritz-Craft to see the product for ourselves. The modular boxes arrived in Holyoke in the spring and it was amazing to see how quickly the homes went up!



Modular Install at Phase 2

# Marketing to First-Time Homebuyers

In April we officially started marketing the affordable homeownership units and held information sessions and Open Houses. We held a lottery in August and are currently working towards a closing with the first homebuyers. We anticipate the first closings will occur in late November or early December. We are still accepting applications and regularly attending community events and hosting Open Houses. Interested applicants can visit [www.southholokehomes.org](http://www.southholokehomes.org) for more information.



Tabling at Fiestas Patronales

Selling affordable homeownership units is much different than finding qualified rental tenants as eligible applicants must be income-eligible as well as qualify for a mortgage. The HHA has a homeownership department and staff are adept at helping anyone who might be interested in learning more about buying a home. Staff members are available to answer questions, guide people through the process, and to make what seems like an intimidating process manageable.



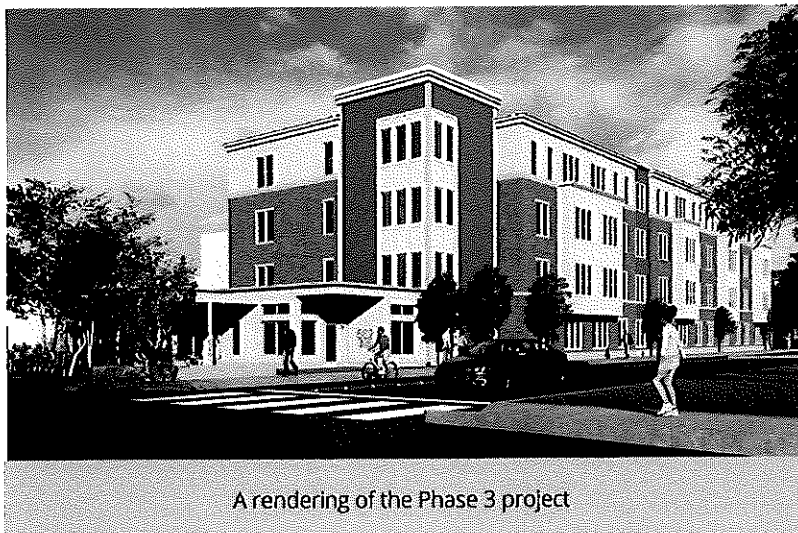
HHA staff giving a tour at an Open House

# Phase 3

The major news this year is that our Phase 3 project was awarded tax credits in July! As tax credits are extremely competitive, we were assuming it would take us multiple rounds to be awarded but were thrilled to learn the project was awarded on the first round.



Phase will consist of 40 units of rental housing on the corner of Sargeant and South East Streets. The four-story elevator building will have 1- , 2- and 3-bedroom apartments and serve low- and extremely-low income individuals and families, just as our Phase 1 project has done on the opposite corner of Carlos Vega Park. The all-electric building will have indoor and outdoor community spaces. A parking lot behind the building will provide one spot for each unit.



We are currently working with our architect on value engineering. We plan to put the project out to bid for a General Contractor early next year and solicit tax credit investors in the spring. As there is a backlog of tax credit deals, we do not anticipate a closing until the first quarter of 2027. We hope that construction will finish and tenants move in sometime in 2028.

# Next Steps

Our immediate next step is to sell the 20 units to income-eligible first-time homebuyers. We anticipate having all 20 units sold by the end of 2026. We will also keep working on Phase 3, to get the project out to bid and ready for a closing in 2027. When Phase 3 is built, the HHA will have completed the vision for the area.



Drone Image of Phase 2, all corners of Carlos Vega Park are no longer vacant

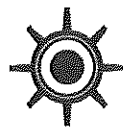
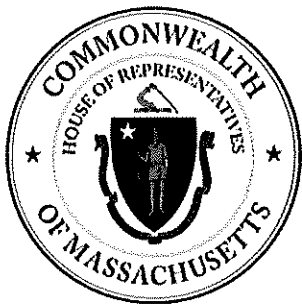
There are still several vacant City-owned lots that were identified in the URP and the South Holyoke Homes Master Plan. We hope to partner with HRA and Habitat for Humanity to complete the last remaining lots. We have worked with Habitat in the past in the Churchill neighborhood and they have a strong track record of providing affordable homeownership opportunities as a much lower construction cost as they rely on volunteer labor.

We will continue to work, phase by phase, to transform the vacant lots into a dense, urban neighborhood that fits the needs and maintains the strength of the local community. We look forward to continuing to work with the HRA to advance our shared goals.

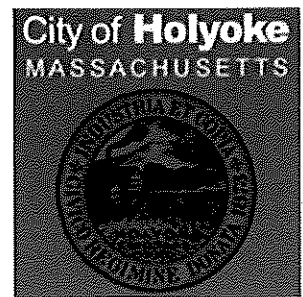
# Thank you to our partners!



## Holyoke REDEVELOPMENT

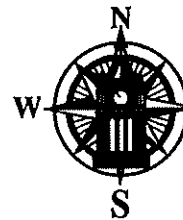
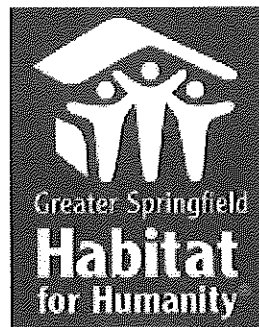


NUEVA ESPERANZA



The South Holyoke Neighborhood Association

*La Asociación de la Comunidad de South Holoke*



HOLYOKE  
SAFE NEIGHBORHOOD  
INITIATIVE



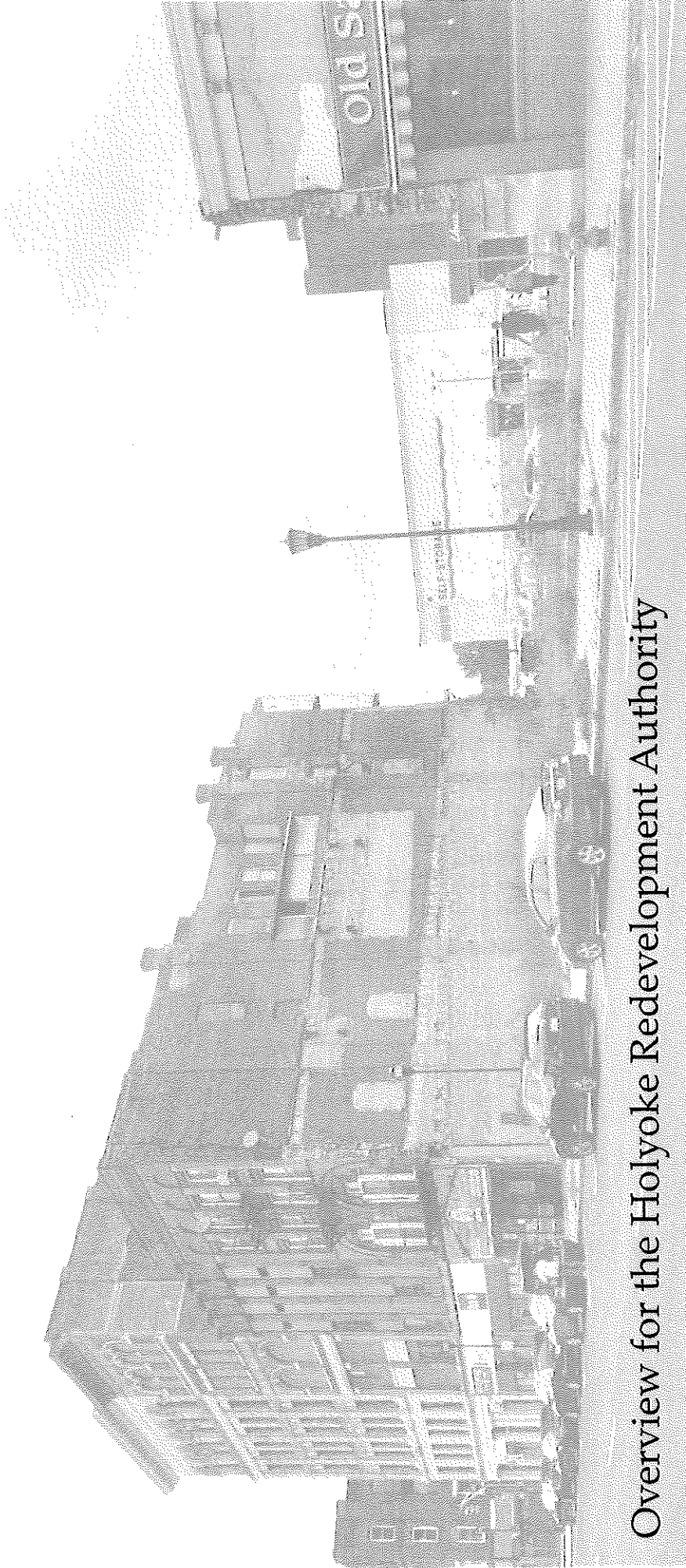
Providence Ministries  
*Nourishing hope. Rebuilding lives.*  
Since 1980



Berkshire  
Design  
Group

ABACUS [ARCHITECTS+PLANNERS]

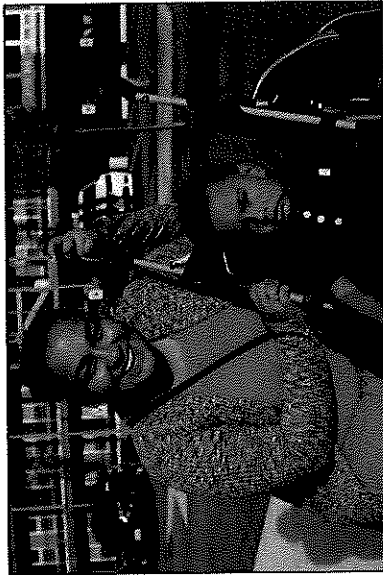
# Way Finders – 378-400 High St. Project



Overview for the Holyoke Redevelopment Authority

## About Way Finders

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### **Our Mission**

Way Finders builds and advocates for thriving communities by strengthening housing options, supportive programs, and economic opportunities.



### **Our Work**

- Over 60,000 people supported annually in housing and economic stability
- Providing direct support from homelessness to homeownership

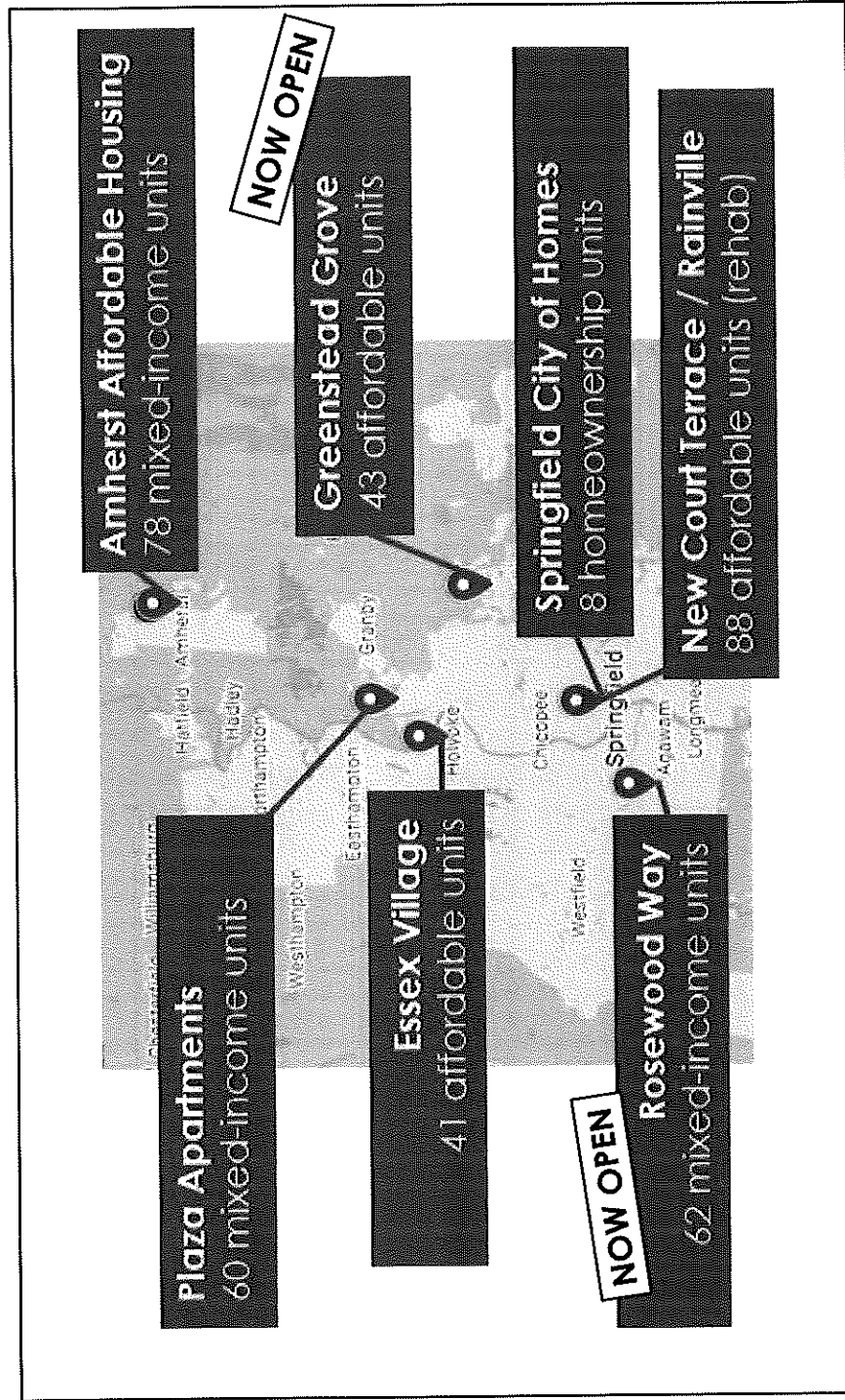
## About Way Finders – Current Pipeline

### Range of Types:

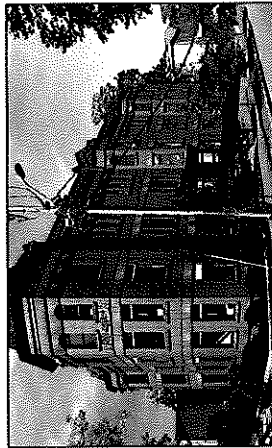
- Both rental and homeownership projects
- Affordable, mixed-income and mixed-use

### Active Projects:

- 8 projects
- 482 units



## About Way Finders – Recent Holyoke Projects



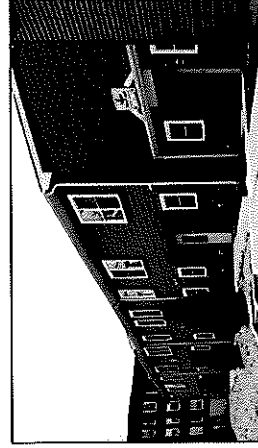
### Essex Village

- 41 affordable units on four sites
- Phase 2 of Library Commons
- Early construction work already begun
- Working towards financial close



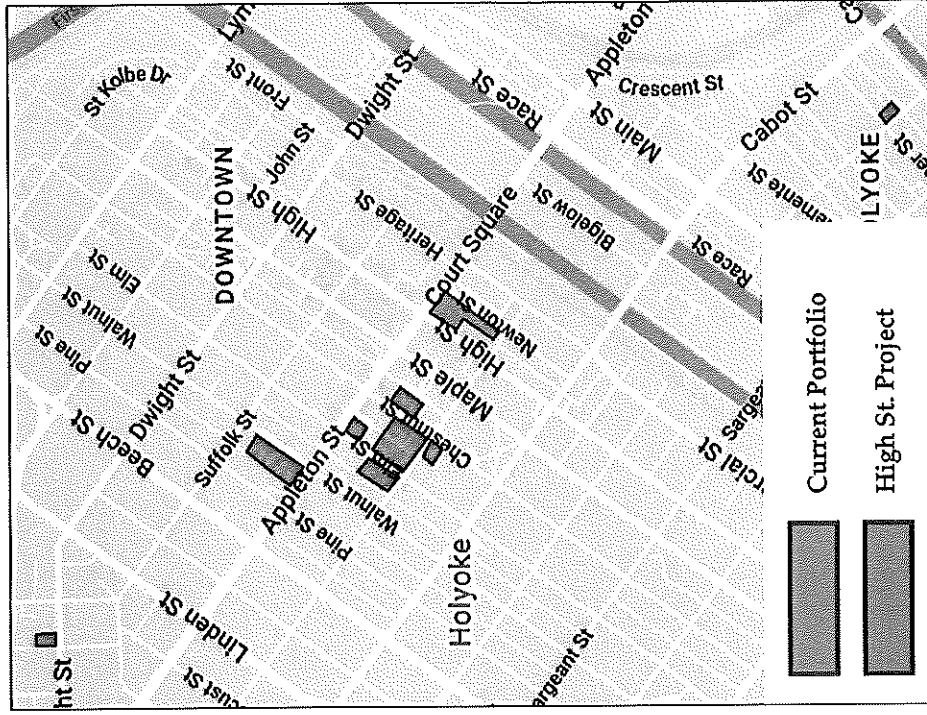
### Library Commons

- 38 affordable units
- Completed in 2021
- Across from Holyoke Public Library
- Location of Way Finders Housing Center



### Carlos Vega

- 18 units for farmworkers
- Renovated in 2021
- Preservation and accessibility improvements



## 378-400 High St. – Project Background

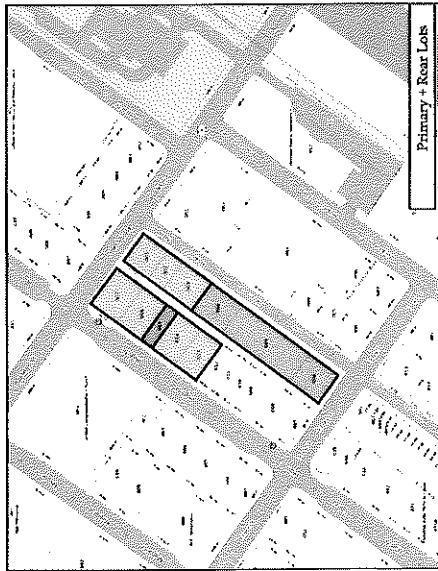
- Project includes cluster of lots and buildings along the High St corridor of Downtown Holyoke, MA
- Mixed-use, mixed-income development with focus on affordable housing
- Key partnerships:
  - Underutilized Properties Program
  - Transformative Development Initiative (TDI) Program
- Partner engagement to understand commercial & residential needs:
  - City and local officials
  - Local businesses
  - Local educational institutions



### Key Project Details

<u>Project Location:</u>	Holyoke, MA
<u>Construction Type:</u>	New Construction, Adaptive Reuse
<u>Income Restrictions:</u>	Mixed-Income <ul style="list-style-type: none"><li>- Affordable, Market-Rate</li></ul>
<u>Project Type:</u>	Mixed-Use <ul style="list-style-type: none"><li>- Residential, Commercial</li></ul>
<u>Zoning:</u>	Downtown Business (BC), Downtown Residential (DR)

# 378-400 High St. – Lot Detail



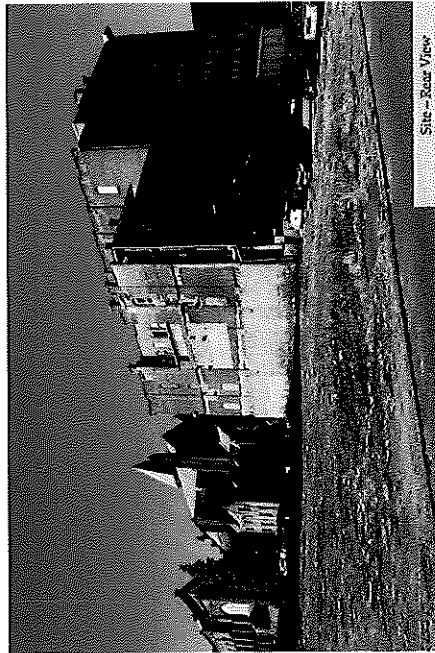
## Lots – High St

- Lot #: 011-04-017
  - Lot Area: 4,856 sf
  - Building Area: 16,506 sf
  - Zoning: BC
  - Goal: Adaptive Reuse
  - Status: Site control
- Lot #: 011-04-016
  - Lot Area: 4,138 sf
  - Building Area: 16,032 sf
  - Zoning: BC
  - Goal: Demo
  - Status: New Build
- Lot #: 011-04-015
  - Lot Area: 2,178 sf
  - Building Area: 11,130 sf
  - Zoning: BC
  - Goal: TBD
  - Status: Not for sale

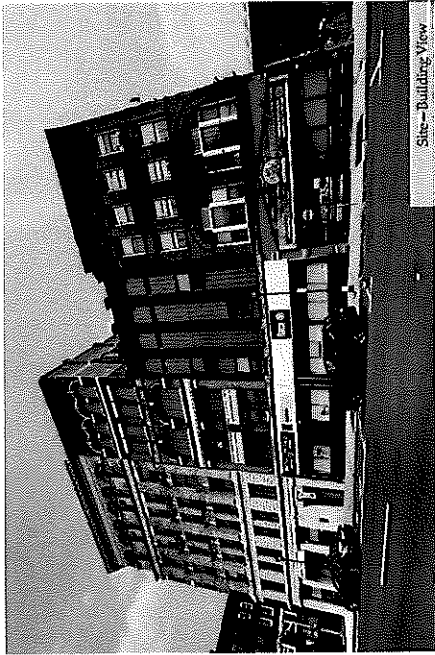
## Lots – Newton St

- Lot #: 011-04-014
  - Lot Area: 4,095 sf
  - Zoning: BC
  - Goal: New Build
  - Status: Site control
- Lot #: 011-04-013
  - Lot Area: 3,833 sf
  - Zoning: BC
  - Goal: New Build
  - Status: Site control
- Lot #: 011-04-001
  - Lot Area: 3,398 sf
  - Zoning: DR
  - Goal: TBD
  - Status: Site control
- Lot #: 011-04-002
  - Lot Area: 2,091 sf
  - Zoning: DR
  - Goal: TBD
  - Status: Site control
- Lot #: 011-04-005
  - Lot Area: 9,801 sf
  - Zoning: DR
  - Goal: TBD
  - Status: City control
- Lot #: 011-04-006
  - Lot Area: 4,312 sf
  - Zoning: DR
  - Goal: TBD
  - Status: City control

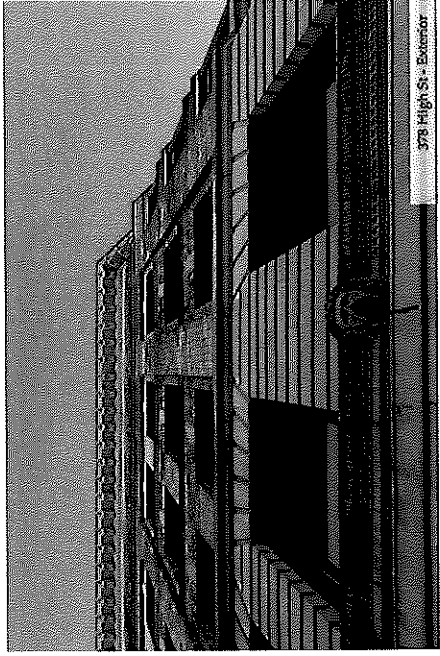
# 378-400 High St. – Site Views



Site – Rear View



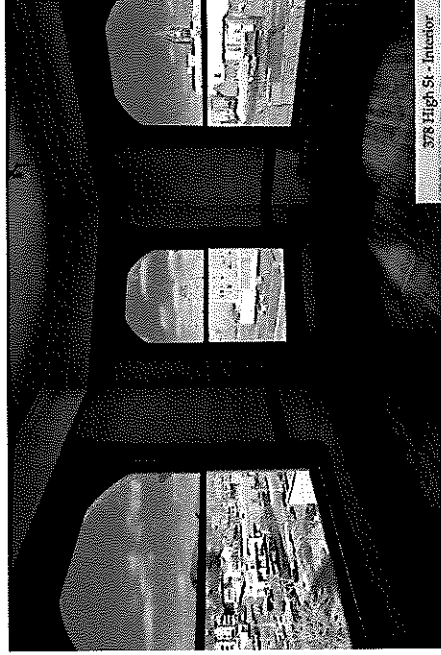
Site – Building View



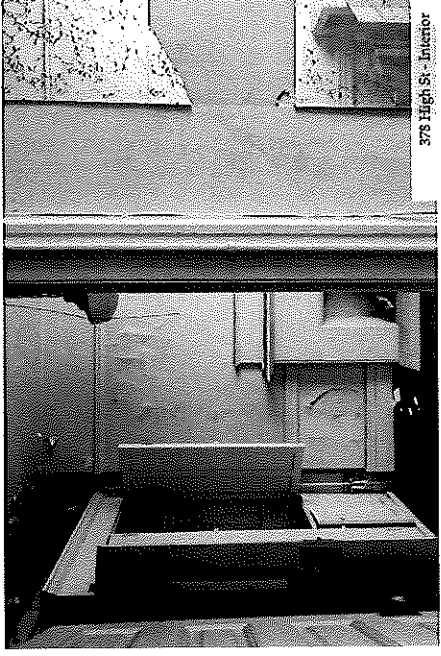
378 High St. – Exterior



378 High St. – Interior



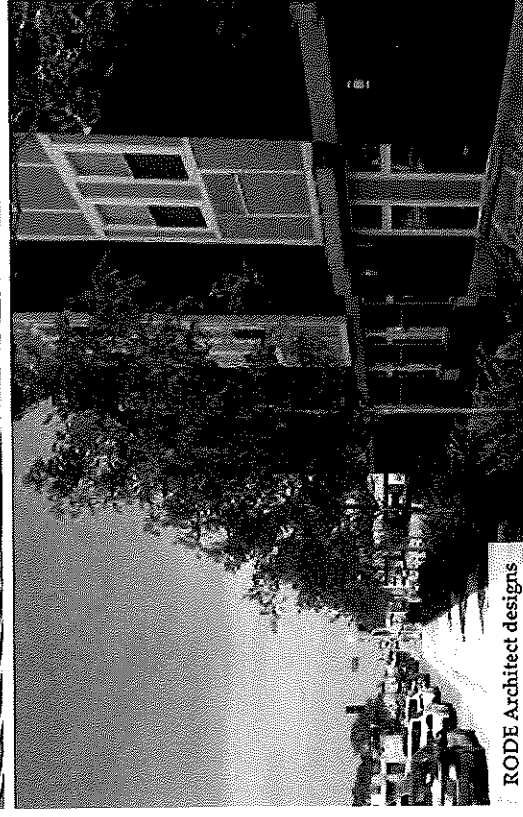
378 High St. – Interior



378 High St. – Interior

## Project Partner – RODE Architects

- 19 Years in business
- 40 staff
- Active projects in 6 Northeast states
- Believe that design has an impact on communities
  - The Institute for Human Centered Design helped RODE drive inclusive design principles for a Boys & Girls Club Fieldhouse
- Way Finders and RODE are aligned on community engagement practices
- We believe their insights can help the High Street projects achieve our shared aspirations

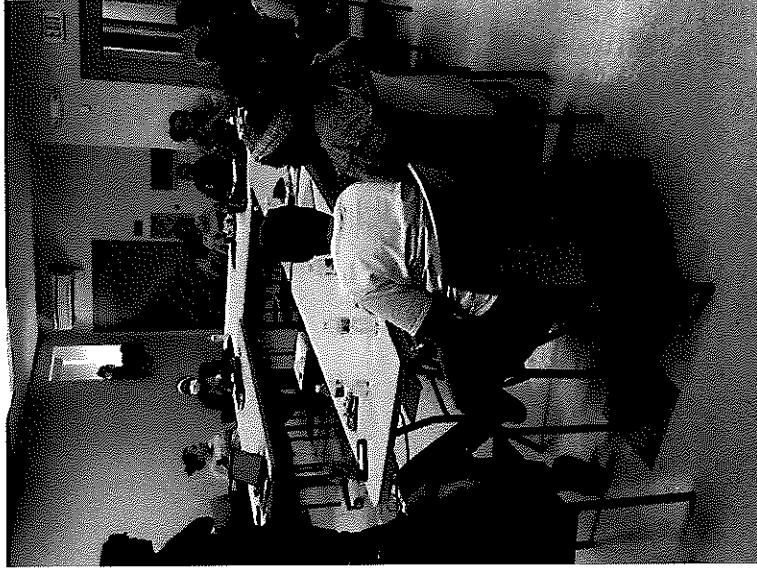


## Project Approach – Community Building & Engagement

Way Finders has a history of working with residents in Holyoke and Springfield to build local leaders and strengthen communities based on resident vision.

### High St. Engagement to Include:

- Chestnut Community Alliance
- Current Way Finders tenants in neighborhood
- Long-term Way Finders plans for stakeholder engagement downtown, including
  - Residents
  - Businesses
  - Landlords
  - Other aligned organizations



Holyoke TDI Focus Group with residents at Library Commons community room supported by Way Finders CB&E staff.

**Holyoke Redevelopment Authority  
Meeting Minutes  
Wednesday, December 17, 2025 at 5:00 pm  
Holyoke City Hall - Room 6  
536 Dwight Street, Holyoke, MA  
and via Zoom: 85616593796**

**Members Present:**

Patrick Beaudry, Chairperson  
Carl Eger, Jr., Vice Chairperson  
Tiffany Espinosa, Treasurer  
Daphne Board, Assistant Treasurer

**Staff Present:**

Aaron Vega, Executive Director  
John Dyjach, Assistant Director

**1. Call to Order**

Chairperson Patrick Beaudry called the Meeting to order at 5:02 p.m. and announced that the meeting is being recorded and is being held virtually in accordance with State law. Roll call:

<u>Member</u>	<u>Present</u>
Patrick Beaudry	X
Daphne Board	X
Tiffany Espinosa	X
Carl Eger	X

**2. HRA Board Business**

**a. Meeting Minutes of November 19, 2025**

A motion was made by Daphne Board and seconded by Tiffany Espinosa to accept the November 19, 2025 Meeting Minutes. Under discussion a minor edit was noted by Daphne Board. A roll call vote followed:

<u>Member</u>	<u>Yes</u>
Patrick Beaudry	X
Daphne Board	X
Tiffany Espinosa	X
Carl Eger	X

**b. Annual Meeting Minutes, November 19, 2025**

A motion was made by Daphne Board and seconded by Tiffany Espinosa to accept the Annual Meeting Minutes of November 19, 2025. Under discussion a minor edit was noted by Tiffany Espinosa. A roll call vote followed:

<u>Member</u>	<u>Yes</u>
Patrick Beaudry	X
Daphne Board	X
Tiffany Espinosa	X
Carl Eger	X

**3. Property/Project Updates and Next Steps**

**a. URP Area 4: MassDevelopment Site Readiness Grant for High Street**

John Dyjach said that at the last meeting the HRA provided authorization to proceed with the agreements with MassDevelopment and O'Connell Development Group pending final legal review and non-substantive changes. He said that the legal review is underway and wanted to make note of a change to the budgets listed in the agreements. Mr. Dyjach said that it came to staff's attention there was some overlap of services for the environmental work due to some of the work already being done by the Massachusetts Department of Environmental Protection. Because of this the budget for the initial phase of work was reduced by \$8,500 and now totals \$107,100. Daphne Board asked for more information on Mass DEP's involvement and Aaron Vega explained it is through a collaboration with them to do

environmental assessments for properties identified by City staff which included the Haberman property. John Dyjach said these environmental studies will help with the required due diligence for the properties.

**b. URP Area 6: 216 Appleton Street Phase 2 and ARPA Grant**

John Dyjach explained that staff continues to explore ways to best utilize the \$300,000 ARPA award for demolition associated with the Phase 2 development, specifically the structures identified as Buildings 1 and 2. He said there was a recent visit with a demolition consultant to consider the best way to utilize the funding and that information is pending. Mr. Dyjach noted the first steps with the consultant are to identify any hazardous materials in the buildings that need to be addressed and to prepare bid documents. There was then discussion about WinnDevelopment's funding for this work as well as a future ownership structure of Phase 2. Aaron Vega explained that Winn is not ready to commit to help fund site prep including demolition until they can have the entire project financing in place. He added that information and legal guidance on an ownership structure concept is pending from WinnDevelopment.

**4. Other Business**

Daphne Board informed the Board that the Parking Advisory Committee that she participates in representing the HRA is sending draft recommendations to the Council to revise the City's parking advisory committee ordinance.

**5. Executive Session (if Necessary)**

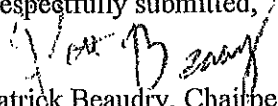
None

**6. Adjournment**

At 5:42 pm a motion was made by Daphne Board and seconded by Tiffany Espinosa to adjourn the meeting.

<u>Member</u>	<u>Yes</u>
Patrick Beaudry	X
Daphne Board	X
Tiffany Espinosa	X
Carl Eger	X

Respectfully submitted,

  
Patrick Beaudry, Chairperson

Holyoke Redevelopment Authority  
 Executive Meeting Minutes - Wednesday September 20th, 2023, at 5pm  
 City Hall Annex Conference Room 403  
 via Zoom: <https://us02web.zoom.us/j/82968849889>  
 Meeting ID: 829 6884 9889

**Members Present:**

Daphne Board, Chair  
 Carl Eger, Vice Chair  
 Jorge Colon, Asst Treasurer  
 Thomas Creed, Member  
 Patrick Beaudry, Member

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keitt, Senior Project Manager  
 Kimberly Casiano, Clerk

**1. Call to Order**

Chairperson Daphne Board called the meeting to order at 5:47 p.m. and states that the Holyoke Redevelopment Authority (HRA) is entering Executive Session to consider the purchase, exchange, lease or value of real estate on the determination that an open meeting may have a detrimental effect on the negotiating position of the public body. The Chair further announced that the meeting is being recorded and being held both in person and remotely according to Governor Healey's 2023 supplemental budget bill which extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. The meeting notice contained a Zoom link providing the public with remote access.

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	

**2. HRA Board Business**

- a. Executive Meeting Minutes of May 17, 2023
- b. Executive Meeting Minutes of June 21, 2023

Carl Eger makes a motion to approve the minutes of May 17, 2023, and June 21, 2023. Said motion was seconded by Thomas Creed. Roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	Abstain	

**3. Real Estate Projects**

- a. TDI/Mass Development

Aaron Vega explains that there are a lot of discussions happening in many circles regarding the power that Redevelopment Authorities have. We're exploring what options are available to our Redevelopment Authority and reaching out to see what other redevelopment authorities are doing. During many discussions with various entities, our redevelopment authority keeps being brought up as to what role they can play moving forward. The chair is unopposed to owning property and land lording for a limited period of time to bring in interest but the goal should be to not hold property. Patrick Beaudry shares that the Springfield Redevelopment Authority owns Union Station which is a very substantial piece of property in their downtown as part of their larger downtown plan. He also suggests that statutorily there may be a ton of stuff the HRA could be doing that we are currently not doing. Carl Eger expresses his concerns regarding accountability dealing with entities that aren't directly tied to the RA. John Dyjach explains we're having these discussions in executive session to explore other ideas and initiate discussions such as land banking, larger real estate projects – ie. Haberman, Hapco. Staff will be having a conversation with Mass Development and MassHousing next week to discuss real estate/property options and ideas. Aaron Vega wants us to capitalize on our close connection to Mass Development through our TDI fellow as our TDI fellow is able to have conversations that we can't. He is a connector with access to information and funding. Thomas Creed suggests having members of the HRA be invited to the meetings when discussing real estate would be advantageous. Discussions regarding HRA's focus will continue moving forward and be a standing agenda item.

b. 216 / 191 Appleton Street (Appleton Mills Apartments / WinnDevelopment)

The chair confirms that we are discussing the Phase 2 disposition agreement. Aaron Vega explains that we had a draft done and approved and then Winn came back with changes incorporating an option for a land lease per the lender's request. John explains that we want them to purchase the land not lease it and we are trying to work on the language so as to give the HRA options and to protect the HRA's interest in selling the property. Thomas Creed points out that the liability falls on the HRA if we lease the land and not sell it and if the economics aren't different, and allows them to get financing, then he's indifferent and would leave it up to the attorney. Tom asks about building 1 and 2 if we have a ground lease, the HRA will be on the hook for anything that happens. Aaron Vega advises that there is a survey board discussion scheduled for tomorrow to discuss those buildings. Everyone agrees building 1 should go. Building 2 is potentially developable, just not as residential. Discussion back and forth regarding the implications of leasing the property versus buying the property. John Dyjach asks the members to confirm that if Attorney Everett comes back and states that the economics and liability don't change, under a ground lease, to what we have from Phase 1, we can proceed with the wording. Everyone verbally assented.

c. Race Street parcels

Proposed development, vertical farming, submitted for the lots on Race Street. John Dyjach reviews the history of the parcels previously under an option agreement for Canal Row. Greg Day is interested in bringing in vertical farming with some retail/commercial as well some residential similar to the Maine project. They would like an option agreement. They are willing to come in to present their proposal to the HRA. Internal staff discussions around a 6-month option may be acceptable to see if anything gets started. An upfront non-refundable deposit should be requested. We don't have many specifics on what they intend to build. Netled will be their partner in this project. Concerns raised by Thomas Creed regarding the lack of information provided and whether or not we will want to tie up those properties not knowing for sure if the project will happen. John Dyjach suggests we invite them in to one of the next HRA meetings to review their project and answer questions. We will request additional information from them and invite them in to present to the Board.

d. 123 Pine Street (CAN properties, LLC)

The chair confirms receipt of the letter from Carrie Naatz requesting approval for change in their project. They are looking to increase the number of units to make the economics work. The cost of renovating the building and the anticipated rental return is not working out financially. John Dyjach explains the original proposal was for 8 units and has a two-year reverter coming due this January/February. Thomas Creed would like to know that CAN properties will ultimately get financing for this project. No objection to additional units but CAN properties should provide the Board with a definitive plan/schedule, and we should renegotiate the reverter. Carl Eger feels the letter specifically outlines the financial need to increase the number of units. Patrick Beaudry asks if CAN properties will have enough time to run the proposed changes through all the necessary boards and departments for approval prior to the reverter running out. John Dyjach answers yes. The chair has concerns about how the property is currently being maintained and has little confidence in CAN properties ability to complete this project. John Dyjach suggests requiring benchmarks. There are no objections to additional units and the Board is not changing the reverter. The Board wants the project to get going and move forward and would like a schedule and benchmarks of when things will be accomplished. A request for a project schedule with benchmarks will be sent.

**4. Other Business**

None

**5. Adjournment**

With no other business, a motion was made at 6:48 p.m. by Thomas Creed and seconded by Patrick Beaudry to adjourn the Executive meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Carl Eger	X	
Thomas Creed	X	
Daphne Board	X	
John Whelihan	X	

Respectfully Submitted,

Daphne Board, Chairperson

Holyoke Redevelopment Authority  
 Executive Meeting Minutes - Wednesday October 18th, 2023, at 5pm  
 City Hall Annex Conference Room 403  
 via Zoom: <https://us02web.zoom.us/j/81248139541>  
 Meeting ID: 812 4813 3541

**Members Present:**

Daphne Board, Chair  
 Carl Eger, Vice Chair  
 Patrick Beaudry, Member  
 Thomas Creed, Member

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keltt, Senior Project Manager  
 Kimberly Caslano, Clerk

**Others Present:** Greg Day (Day Brothers); Hunter Nalzby (Shoreline Sustainable Development LLC)

**1. Call to Order**

Chairperson Daphne Board called the Executive Meeting to order at 5:04 p.m. and states that the Holyoke Redevelopment Authority (HRA) is entering Executive Session to consider the purchase, exchange, lease or value of real estate on the determination that an open meeting may have a detrimental effect on the negotiating position of the public body. The Chair further announced that the meeting is being recorded and being held both in person and remotely according to Governor Healey's 2023 supplemental budget bill which extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. The meeting notice contained a Zoom link providing the public with remote access.

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon		X
Daphne Board	X	
Patrick Beaudry	X	

**2. HRA Board Business**

a. Executive Meeting Minutes of September 20<sup>th</sup>, 2023

Carl Eger makes a motion to approve the minutes of September 20<sup>th</sup>, 2023. Said motion was seconded by Patrick Beaudry. Roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Daphne Board	X	
Thomas Creed	X	
Carl Eger	X	
Patrick Beaudry	X	

**3. Real Estate Projects**

Chair moves to Item c.

c. Race Street parcels

Greg Day (Day Brothers) and Hunter Nalzby (Shoreline Sustainable Development LLC) in attendance. John Dyjach provides a brief introduction. Day Brothers has submitted a proposal

requesting an option for land on Race Street. There are approximately 5 parcels they are looking at. Greg Day provides a brief overview of their vertical farming operation concept. There are 3 components – food, retail and housing - anchored by indoor vertical farm producing on a commercial scale. All food no cannabis. Retail space will be designed as a provision store to showcase food from farm and local sources. The first project with this concept is being built in Westbrook, Maine and is scheduled for completion this year. They have entered into a 99-year lease there with the city. Renderings shared on screen. The economics are driven by the farm. Housing will be incorporated. Market rate vs affordable has not yet been decided. The chair asks if the size of the anticipated project in Holyoke would be the same as the Westbrook project. Mr. Day answers that the design will be different than Westbrook, which is 40 feet tall with 1 level of growing and operations. For the Holyoke project, there are 2 designs – one is 25,000 sq feet and the other is 35,000 sq feet – which will have either 1 or 2 chambers for growing. Once they determine the farm size, they will look at how much land is available to create housing and retail space. Sweet spot for residential is 50 units total. The chair asks about the business model for the farm vegetables. Mr. Naizby introduces himself and explains that his background is in controlled environment agriculture. Vertical Harvest is a scalable Controlled Environment Agricultural (CEA) operation. The farm will provide to high end volume as well as local smaller consumers. They expect to produce ½ million to 1 million pounds of food per year. Tom Creed asks about farming as an economic model. Mr. Day explains that the housing, farming and retail all support themselves. Production volume times the per ounce cost in approximately the 30% range keeps it sustainable. The financing is project based. No immediate return pressure but if programs that they are relying on to move this project forward go away it will put the project in jeopardy. Aaron Vega thanks them for the presentation and states that our goal would be to draft an agreement to be executed in January 2024. Mr. Day and Mr. Naizby thank the Board.

John Dyjach expresses that there are some uncertainties on this project going forward and it appears that they are not going to invest any time or money unless they have site control. The board expresses concern over tying up the property for an extended period of time without a clear path forward. Aaron Vega suggests he sees 2 paths forward: a 6-month option agreement beginning in January or put the property out to RFP. A 6-month option is a short enough timeframe to not have a negative impact should someone else be interested and benchmarks can be implemented to keep the project on track and relieve the Board's apprehension. The Board agrees to offer a limited timeframe option under similar terms to the last option on the property with benchmarks - 6 months with an additional 6 months as long as progress is made, and benchmarks are met. Benchmarks to include providing a business plan at three months and documentation showing progress of site due diligence, designs and funding at the six-month mark. A non-refundable deposit similar to the last option will be required. Staff will draft and send updated Option Agreement to Day Brothers.

John Dyjach provides update on Lot 015. The sale should be finalized soon.

b. 216 / 191 Appleton Street (Appleton Mills Apartments / Winn Development)

John Dyjach provides update on Phase II agreement. The one sticking point in the Phase II agreement was language that gave Winn the option of a ground lease. The Board does not want a ground lease, they prefer an outright sale. The finalized language for the Board to consider states if a ground lease is necessary, for investing purposes and/or tax credits, it shall be for no more than 5 years. At the end of the 5 years, the property must be purchased.

A motion to approve the draft Phase II Disposition agreement was made by Patrick Beaudry and seconded by Carl Eger. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Thomas Creed	X	
Carl Eger	X	
Patrick Beaudry	X	

Daphne Board X

As a point of information, John Dyjach provides brief update on the \$600,000 Underutilized Properties Program (UPP) grant awarded through MassDevelopment. The money awarded is to improve Phase II by securing the roof and building envelope. Next step will be to execute the grant agreement included in the meeting packet for review and informational purposes. It is expected that the HRA will have a separate agreement with Winn as the third party. Additional information and discussions to be had.

d. 123 Pine Street (CAN properties, LLC)  
Letter received to be discussed in regular session.

a. TDI/Mass Development  
No update. No discussion.

4. Other Business

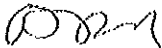
None

5. Adjournment

With no other business, a motion was made to return to regular session at 6:14 p.m. by Thomas Creed and seconded by Patrick Beaudry. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Carl Eger	X	
Thomas Creed	X	
Daphne Board	X	
Patrick Beaudry	X	

Respectfully Submitted,



Daphne Board, Chairperson

**Holyoke Redevelopment Authority**  
**Executive Meeting Minutes**  
**Wednesday November 15th, 2023, at 5pm**  
**City Hall Annex Conference Room 403**  
 via Zoom: <https://us02web.zoom.us/j/84771113225>  
**Meeting ID: 847 7111 3225**

**Members Present:**

Daphne Board, Chair  
 Carl Eger, Vice Chair  
 Jorge Colon, Asst Treasurer  
 Patrick Beaudry, Member  
 Thomas Creed, Member

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keitt, Senior Project Manager  
 Kimberly Casiano, Clerk

**1. Call to Order**

Chairperson Daphne Board called the Executive Meeting to order at 6:13 p.m. and states that the Holyoke Redevelopment Authority (HRA) is entering Executive Session to consider the purchase, exchange, lease or value of real estate on the determination that an open meeting may have a detrimental effect on the negotiating position of the public body. The Chair further announced that the meeting is being recorded and being held both in person and remotely according to Governor Healey's 2023 supplemental budget bill which extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. The meeting notice contained a Zoom link providing the public with remote access.

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	X	

**2. HRA Board Business**

**a. Executive Meeting Minutes of October 18<sup>th</sup>, 2023**

Carl Eger makes a motion to approve the Executive Meeting minutes of October 18, 2023. Said motion was seconded by Thomas Creed. Roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	X	

**b. Release of previously approved Executive meeting minutes of:**

- March 22, 2019
- February 17, 2021
- March 17, 2021
- October 27, 2021
- May 18, 2022
- February 15, 2023
- May 17, 2023
- June 21, 2023

Carl Eger makes a motion to approve the release of the previously approved minutes held on the dates as listed on the agenda. Said motion was seconded by Thomas Creed. Roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	X	

**3. Real Estate Projects**

**a. Race Street parcels**

Staff reviewed the recent correspondence with Day Brothers, LLC regarding their request for an option to purchase the HRA controlled land on Race Street. Aaron Vega said that there will be additional follow-up with the company in regard to the terms that were presented and possible next steps. He added that staff will prepare to re-issue the sale notice for the land as well as obtain an updated appraisal to help establish the current market value. John Dyjach noted that it appears the company is requiring to secure the option before expending further resources on due diligence and seeking financing options. The Board and staff discussed the proposal, and the consensus was that the concept is appealing but that more information and a stronger commitment would be necessary to consider proceeding to an option agreement.

**4. Adjournment**

With no other business, a motion was made to return to regular session at 6:28 p.m. by Patrick Beaudry and seconded by Thomas Creed. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	X	

Respectfully Submitted,

Daphne Board, Chairperson

Holyoke Redevelopment Authority

Executive Meeting Minutes - Wednesday April 17<sup>th</sup>, 2024, at 5pm

Via Zoom: <https://us02web.zoom.us/j/88378250997>

Meeting ID: 883 7825 0997

Or call-in at 1 (929) 205-6099 (with same Meeting ID)

Members Present:

- Daphne Board, Chair
- Carl Eger, Vice Chair
- Jorge Colon, Asst Treasurer
- Thomas Creed, Member
- Patrick Beaudry, Member

Staff Present:

- Aaron Vega, Executive Director
- John Dyjach, Assistant Director
- Jennifer Keltt, Senior Project Manager

Others present: Jane Mantolesky, Assistant City Solicitor

1. Call to Order

Carl Eger made a motion to open the Executive Meeting of April 17, 2024, at 6:11 PM. Said motion was seconded by Thomas Creed. Roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	X	

Chairperson Daphne Board read the following disclaimer: "The meeting is being held remotely according to Chapter 22 of the Acts of 2022, extending the remote meeting provisions of Governor Healey's March 29, 2023, executive order. The meeting notice contained a link to "GoToMeeting" providing the public with remote access." Matters listed on the agenda are those admittedly anticipated by the chair, which may be discussed at the meeting while items listed in fact be discussed, and other items established. And may also be brought up for discussion to the extent permitted by law. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	X	

2. HRA Board Business

a. HRA Executive Meeting Minutes November 15, 2023

Carl Eger makes a motion to approve the executive meeting minutes of November 15, 2023. Said motion was seconded by Thomas Creed. Roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Carl Eger	X	
Thomas Creed	X	
Jorge Colon	X	
Daphne Board	X	
Patrick Beaudry	X	

**3. Property/Project Updates and Next Steps**

**a. 123 Pine Street (CAN properties, LLC)**

Discussion centered around the challenges encountered since the property was sold, including financing issues and delays in development. There are concerns about the project's timeline and financing, seeking assurances and commitments for the project's completion. The extension clause agreement, a previous letter from CAN Properties and the overall timeline was included in the meeting packet. It was proposed aligning the reverter schedule with the one approved by the Building Commissioner would help ensure the project's progress and avoid any legal challenges. The importance of maintaining the reverter's rights and the need for clear agreements with other parties was discussed as well as adding a clause to the agreement requiring approval for any changes to the schedule and consider including more stringent terms in future agreements. A new provision was suggested for Request for Proposals (RFP's) and reverter clauses, with contractors required to provide status updates every six months or face reversion if they fail to meet benchmarks. There should be an emphasis on the need for immediate communication regarding plan changes or deadline extensions. Additional language changes will be made to the extension clause agreement. The Board does want to see this project move forward and is amenable to an extension. Agreement to be forwarded prior to next meeting for further discussion.

**b. 37 Appleton Street (American Environmental, Inc.) – No further update.**

**c. The Armory, 163 Sargeant Street – No further update.**

**4. Other Business**

**a. High Street URP Area for opportunities**

Jennifer Keltt presents to the Board a grant opportunity for a site readiness grant. An expression of interest is due prior to submitting a full application. The idea is to consider possibly acquiring the Haberman property(ies), then land bank with Mass Development (who is the state land bank agency) while we obtain other grant fundings to do Brownfields clean ups and things of that nature to prepare the site for future development.

Discussion brought to the board to see if that is something they'd be interested in. Staff have been in talks with Mass DEP and the EPA on other things and this came up. This is the first step to see if there's some funding available for us to move on these properties. All Board members agree to move forward with sending in an Expression of Interest. Full application will be shared with the Board prior to applying.

**5. Adjournment**

With no further business, a motion was made to return to regular session at 7:00 p.m. by Thomas Creed and seconded by Jorge Colon. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
-------------	----------------	---------------

Carl Eger	X
Thomas Creed	X
Jorge Colon	X
Daphne Board	X
Patrick Beaudry	X

Respectfully Submitted,

  
Daphne Board, Chairperson

**Holyoke Redevelopment Authority (HRA)**  
**Executive Meeting Minutes - Wednesday November 20<sup>th</sup>, 2024, at 5pm**  
 City Hall Annex Conference Room 403  
 20 Korean Veterans Plaza  
 or via Zoom: <https://us02web.zoom.us/j/83853105705>  
 Meeting ID: 838 5310 5705  
 Or call-in at 1 (929) 205-6099 (with same Meeting ID)

**Members Present:**

Daphne Board, Chair  
 Carl Eger, Vice Chair  
 Patrick Beaudry, Assistant Treasurer  
 Thomas Creed, Member

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keitt, Senior Project Manager  
 Kimberly Casiano, Head Economic Development Clerk

**1. Call to Order**

Chairperson Daphne Board called the Executive Meeting to order at 5:50 PM on November 20, 2024, and stated that this is an executive meeting of the Redevelopment Authority and is being called remotely and in person according to the rules of the Executive Board, extended by Governor Healy on March 29th, 2023. Reasons for convening the executive session. The HRA may enter executive session to consider the purchase, exchange, release or value of real estate. If the chair decides, declares that an open meeting may have a detrimental effect on the negotiating position of the public body. The meeting is being recorded and matters listed on the agenda are those reasonably anticipated by the chair, which may be discussed at this meeting. ~~A roll call followed:~~

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	
Daphne Board	X	

**2. HRA Board Business**

- a. Executive meeting minutes of April 17, 2024 and April 25, 2024

A Motion was made by Carl Eger to approve the 4/17/2024 and 4/25/2024 Executive Meeting minutes. Said motion was seconded by Thomas Creed. Roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Daphne Board	X	
Thomas Creed	X	
Carl Eger	X	
Patrick Beaudry	X	

- b. Release of previously approved Executive Meeting minutes of: May 18, 2022 and May 17, 2023

A Motion was made by Carl Eger to release the previously approved Executive Meeting minutes of 5/18/2022 and 5/17/2023. Said motion was seconded by Thomas Creed. Roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Carl Eger	X	
Thomas Creed	X	
Daphne Board	X	
Patrick Beaudry	X	

**3. Other Business**

Discussions continued regarding 37 Appleton Street and the need to make sure they are complying with our local ordinances and what was originally proposed to the HRA for the Appleton Street site. Staff will work to stay informed as the project progresses through City Council and Planning Board.

**4. Adjournment**

With no further business, a motion was made at 6:00 p.m. by Carl Eger and seconded by Patrick Beaudry to adjourn the Executive meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	
Daphne Board	X	

Respectfully Submitted,

Daphne Board, Chairperson

**Holyoke Redevelopment Authority (HRA)**  
**Executive Meeting Minutes - Wednesday February 19, 2025, at 5:00 pm**  
 City Hall Annex Conference Room 403, 20 Korean Veterans Plaza  
 or via Zoom: <https://us02web.zoom.us/j/83575183031>  
 Meeting ID: 835 7518 3031  
 Or by call-in at + 929 205 6099 with same Meeting ID

**Members Present:**

Patrick Beaudry, Chair  
 Thomas Creed, Treasurer  
 Daphne Board, Assistant Treasurer

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keitt, Senior Project Manager  
 Kimberly Casiano, Head Economic Development Clerk

**1. Call to Order**

Chairperson Patrick Beaudry called the Executive Meeting to order at 6:10 PM on February 19, 2025, and stated that this is an executive meeting of the Redevelopment Authority and is being called remotely and in person according to the rules of the Executive Board, extended by Governor Healy on March 29th, 2023. Reasons for convening the executive session. The HRA may enter executive session to consider the purchase, exchange, release or value of real estate. If the chair decides, declares that an open meeting may have a detrimental effect on the negotiating position of the public body. The meeting is being recorded and matters listed on the agenda are those reasonably anticipated by the chair, which may be discussed at this meeting. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Patrick Beaudry	X	
Carl Eger		X
Thomas Creed	X	
Daphne Board	X	

**2. HRA Board Business**

a. HRA Executive Meeting Minutes of November 20, 2024

A Motion was made by Thomas Creed to approve but not release the 11/20/2024 Executive Meeting minutes. Said motion was seconded by Daphne Board. Roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Daphne Board	X	
Patrick Beaudry	X	
Thomas Creed	X	

**3. Real Estate Projects**

123 Pine Street was discussed. Frustration was expressed over the slow progress, the lack of architectural drawings and permits and the impact on the neighborhood. Discussions regarding activating the reverter occurred acknowledging that the legal process would take time. Staff will work on getting cost estimates for holding the property. It was suggested that the property owners should come for an update at the next meeting. The potential benefits of rehabbing the property and

improving the corner lots was acknowledged, but the need for the property owners to fulfill their commitments was also noted.

4. **Other Business**


Brief discussion regarding available rail in the city. Discussions ongoing with the rail company.

5. **Adjournment**

With no further business, a motion was made at 6:33 p.m. by Thomas Creed and seconded by Daphne Board to adjourn the Executive meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Patrick Beaudry	X	
Thomas Creed	X	
Daphne Board	X	

Respectfully Submitted,

  
Patrick Beaudry, Chairperson

**Holyoke Redevelopment Authority (HRA)**  
**Executive Meeting Minutes - Wednesday March 19, 2025, at 5:00 pm**  
 City Hall Room 6  
 536 Dwight Street, Holyoke, MA

**Members Present:**

Patrick Beaudry, Chair  
 Thomas Creed, Treasurer  
 Daphne Board, Assistant Treasurer  
 Tiffany Espinosa, Member

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keitt, Senior Project Manager  
 Kimberly Casiano, Head Economic Development Clerk

**1. Call to Order**

Chairperson Patrick Beaudry called the Executive Meeting to order at 6:08 PM on March 19, 2025, and stated that this is an executive meeting of the Redevelopment Authority and is being held in person. The HRA may enter executive session to consider the purchase, exchange, release or value of real estate. If the chair decides, declares that an open meeting may have a detrimental effect on the negotiating position of the public body. The meeting is being recorded and matters listed on the agenda are those reasonably anticipated by the chair, which may be discussed at this meeting. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Patrick Beaudry	X	
Carl Eger		X
Thomas Creed	X	
Daphne Board	X	
Tiffany Espinosa	X	

**2. HRA Board Business**

a. HRA Executive Meeting Minutes of February 19, 2025  
 The minutes are not yet prepared for review and approval; they should be available by the next meeting.

**3. Real Estate Projects**

a. 123 Pine Street (CAN Properties, LLC aka Holyoke Pines, LLC)  
 The Board discussed concerns about the project's lack of progress since the March 2022 closing. Financing was not intended to be contingent on completion of the developer's Elm Street project, raising doubts about timely delivery. Given the three-year delay, the Board is considering invoking the reverter clause by offering to return the purchase price in exchange for an amicable termination, with a one-month response deadline. The Legal Department will be consulted before moving forward. A special meeting will be scheduled in the near future to discuss next steps.

**4. Other Business**

a. HRA and TDI follow up and potential support  
 The discussion acknowledged past financial mismanagement by the Chamber. The Transformative Development Initiative (TDI) program is now fiscally sponsored by Valley Opportunity Council (VOC). The City will be applying for an extension of the TDI program and have been assured that any extension will be based on deliverables and merit. The initiative is viewed as a strong capacity-building effort, with potential grant-type support from HRA

discussed. However, monies will not cover previous financial gaps. The priority is to sustain the important work already underway.

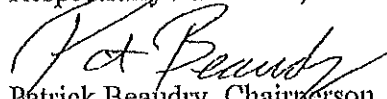
The 216 Appleton Street project was briefly discussed to inform the Board about a proposed financial structure presented by the developer. According to the developer, this structure would not impose any liability or responsibility on the HRA; rather, it would serve as a tool to accelerate funding. A request was made for an example demonstrating how the proposed structure would function, along with examples where it has been successfully implemented.

**5. Adjournment**

With no further business, a motion was made at 7:00 p.m. by Thomas Creed and seconded by Tiffany Espinosa to adjourn the Executive meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Tiffany Espinosa	X	
Thomas Creed	X	
Daphne Board	X	
Patrick Beaudry	X	

Respectfully Submitted,

  
Patrick Beaudry, Chairperson

**Holyoke Redevelopment Authority (HRA)**  
**Executive Meeting Minutes - Thursday March 27, 2025 at 5:00 pm**  
 via Zoom: <https://us02web.zoom.us/j/87462115938>  
 Meeting ID: 874 6211 5938  
 Or by call-in at + 929 205 6099 with same Meeting ID

**Members Present:**

Patrick Beaudry, Chair  
 Carl Eger, Vice Chair  
 Thomas Creed, Treasurer  
 Daphne Board, Assistant Treasurer

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keitt, Senior Project Manager

Others in attendance: Jane Mantolesky, Assistant City Solicitor

**1. Call to Order**

Chairperson Patrick Beaudry called the Executive Meeting to order at 5:03 PM on March 27, 2025, and stated that this is an executive meeting of the Redevelopment Authority and is being called remotely and in person according to the rules of the Executive Board, extended by Governor Healy on March 29th, 2023, Reasons for convening the executive session. The HRA may enter executive session to consider the purchase, exchange, release or value of real estate. If the chair decides, declares that an open meeting may have a detrimental effect on the negotiating position of the public body. The meeting is being recorded and matters listed on the agenda are those reasonably anticipated by the chair, which may be discussed at this meeting. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Daphne Board	X	
Thomas Creed	X	
Carl Eger	X	
Patrick Beaudry	X	
Tiffany Espinosa		X

**2. Real Estate Projects**

- a. 123 Pine Street (CAN Properties, LLC aka Holyoke Pines, LLC)

The meeting focused on reviewing a draft letter regarding the return of a property. Discussions covered the return period, the property's condition upon return, and concerns about the possible removal of valuable items. Challenges faced by local property developers were noted, and the need for clear language in the letter was emphasized to avoid confusion. A follow-up meeting will be held to finalize the letter. The Legal Department will update the draft to specify the property's current condition, include terms for refunding the exact purchase price, and direct all inquiries to legal counsel. The revised letter will be shared by Monday morning for HRA Board review via email on Monday or Tuesday. The Board will meet Wednesday at 5 PM to approve the final version, with staff preparing and sending the agenda in advance.

**3. Other Business**

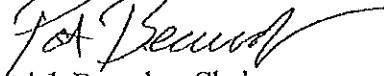
None

**4. Adjournment**

With no further business, a motion was made at 5:08 p.m. by Daphne Board and seconded by Carl Eger to adjourn the Executive meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Carl Eger	X	
Thomas Creed	X	
Patrick Beaudry	X	
Daphne Board	X	

Respectfully Submitted,

  
Patrick Beaudry, Chairperson

**Holyoke Redevelopment Authority (HRA)**  
**Executive Meeting Minutes – Wednesday, April 2, 2025 at 5:00 pm**  
 via Zoom: <https://us02web.zoom.us/j/81145522178>  
 Meeting ID: 811 4552 2178  
 Or by call-in at + 929 205 6099 with same Meeting ID

**Members Present:**  
 Patrick Beaudry, Chair  
 Carl Eger, Vice Chair  
 Thomas Creed, Treasurer  
 Daphne Board, Assistant Treasurer

**Staff Present:**  
 Aaron Vega, Executive Director  
 Jennifer Keitt, Senior Project Manager

Others in attendance: Jane Mantolesky, Assistant City Solicitor

**1. Call to Order**

Chairperson Patrick Beaudry called the Executive Meeting to order at 5:04 PM on April 2, 2025, and stated that this is an executive meeting of the Redevelopment Authority and is being called remotely and in person according to the rules of the Executive Board, extended by Governor Healy on March 28th, 2025. Reasons for convening the executive session. The HRA may enter executive session to consider the purchase, exchange, release or value of real estate. If the chair decides, declares that an open meeting may have a detrimental effect on the negotiating position of the public body. The meeting is being recorded and matters listed on the agenda are those reasonably anticipated by the chair, which may be discussed at this meeting. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Patrick Beaudry	X	
Daphne Board	X	
Thomas Creed	X	
Carl Eger	X	
Tiffany Espinosa		X

**2. Real Estate Projects**

a. 123 Pine Street (CAN Properties, LLC aka Holyoke Pines, LLC)

The Board discussed the letter to be sent to the property owners, with a minor edit suggested to clarify the conditions for the existing property to include any changes made as of this date and within the next 60-day timeframe. The mayor will be updated on the decision to proceed with the correspondence. The legal department will incorporate the suggested clarifying language. Once finalized, the approved correspondence will be sent to the owners of the property.

Motion to send the letter, including the suggested clarifying language edits, to the owners of 123 Pine Street made by Carl Eger and seconded by Daphne Board. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Patrick Beaudry	X	
Daphne Board	X	
Thomas Creed	X	
Carl Eger	X	

3. **Other Business**

None

4. **Adjournment**

With no further business, a motion was made at 5:07 p.m. by Carl Eger and seconded by Daphne Board to adjourn the Executive meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Patrick Beaudry	X	
Daphne Board	X	
Thomas Creed	X	
Carl Eger	X	

Respectfully Submitted,

  
Patrick Beaudry, Chairperson

**Holyoke Redevelopment Authority (HRA)**  
**Executive Meeting Minutes - Wednesday, May 21, 2025 at 5:00 pm**  
**Holyoke City Hall - Room 6**  
**and via Zoom: <https://us02web.zoom.us/j/88328868025>**

**Members Present:**

Patrick Beaudry, Chair  
 Carl Eger, Vice Chair  
 Thomas Creed, Treasurer

**Staff Present:**

Aaron Vega, Executive Director  
 John Dyjach, Assistant Director  
 Jennifer Keitt, Senior Project Manager

Others in attendance: Jane Mantolesky, Assistant City Solicitor

**1. Call to Order**

Chairperson Patrick Beaudry called the Executive Meeting to order at 5:01p.m. and stated that this executive meeting of the Holyoke Redevelopment Authority is being held remotely and in person according to executive order extended by Governor Healey on March 28, 2025. The HRA is entering executive session to consider the purchase, exchange, release or value of real estate. The meeting is being recorded and matters listed on the agenda are those reasonably anticipated by the Chair, which may be discussed at this meeting. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	
Tiffany Espinosa		X
Daphne Board		X

*Agenda taken out of order.*

**2. Real Estate Projects**

**a. 123 Pine Street (CAN Properties, LLC aka Holyoke Pines, LLC)**

Aaron Vega provided an update noting that at the last meeting the HRA approved sending a letter to the property owners requesting proof of funding due to a lack of project progress. The owners were given 60 days to respond, after which the HRA would initiate the reverter process if a satisfactory response was not received. He said that to date no response has been received to the letter that was mailed and emailed. He said the first mailed letter was returned undeliverable so it was mailed again to another address for the owner. However, after the HRA letter was initially sent, staff received an email with a letter from the owners indicating their desire to exit the project and noting interest from a developer to purchase the property. He said that staff met with the prospective buyer to inform them that they would be subject to the deed restrictions including the timeline and reverter clause if they were to purchase the property. The potential buyer appeared to be unaware of both the reverter clause and the required project schedule as well as questioning the sale price. The consensus of the Board was that the HRA is addressing the situation with the current owner and not a potential sale to a third party. Mr. Vega noted that in anticipation of exercising the reverter, staff is obtaining quotes for property maintenance, insurance, and preparing a Request for Proposals to solicit a buyer to develop the property. John Dyjach noted that the first insurance is between \$7,500 and \$8,000 annually. As the 60-day period is still in effect, the HRA will wait for a response from the owners and will continue preparations to pursue reverter action if compliance is not demonstrated. Further discussion and a decision on next steps will occur after the expiration of the 60-day deadline.

**b. 216 Appleton - Phase 2**

Aaron Vega summarized a recent discussion with WinnDevelopment and noted that it included Hagop Toghramadjian and their attorney, and representatives of the HRA including Tom Creed, Atty.

Mantolesky and staff. He said the conversation focused on the Phase 2 partnership arrangement proposed by Winn and that Winn expressed that incorporating the HRA into the ownership structure may improve their chances of securing funding in a timelier manner. However, no documentation was provided to demonstrate previous use of such a structure and several questions remain unanswered. Winn's counsel will look into examples of redevelopment authorities using similar models and share what is found with Atty. Mantolesky. Hagop Toghramadjian Winn indicated that if the HRA is unable to participate, the project could face significant delays beyond the current timeline.

There was consensus among the Board that, while creative arrangements are encouraged to complete projects, it must comply with all relevant regulations and the HRA must have assurances in place that protects the HRA interests as well as have the capacity to be involved. Atty. Mantolesky noted that she and John Dyjach separately contacted the Executive Office of Housing and Livable Communities, which confirmed they have not encountered this type of structure involving a redevelopment authority. Atty. Mantolesky noted the HRA's enabling legislation does address this type of arrangement. The Board then concurred that it would await additional information or example that WinnDevelopment could provide before determining next steps.

**c. High Street / URP Area 4 Discussion**

Aaron Vega said that City officials and staff were finally able to get into the Haberman building on High Street. He said attorneys representing the family attended as well as the real broker. Mr. Vega said that the building is still full of the hardware store contents and that the family may consider a liquidation sale. MassDEP is still working on an access agreement to perform an environmental assessment. There are also continuing discussions with MassDevelopment regarding the scope of work that is being funded through the Site Readiness award. He also noted that staff is preparing another Site Readiness application that could help with the development needed in the area.

**3. HRA Board Business**

a. HRA Executive Meeting Minutes of 2/19/2025, 3/19/2025, 3/27/2025 and 4/2/2025.

A motion was made by Carl Eger and seconded by Thomas Creed to approve but not release all the listed minutes as a package. A roll call followed:

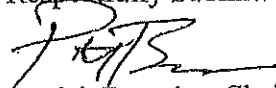
<u>Name</u>	<u>Yes</u>	<u>No</u>
Thomas Creed	X	
Carl Eger	X	
Patrick Beaudry	X	

**4. Adjournment**

With no other business, a motion was made at 5:49 p.m. by Thomas Creed and seconded by Carl Eger to adjourn the Executive meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	

Respectfully Submitted,



Patrick Beaudry, Chairperson

**Holyoke Redevelopment Authority (HRA)**  
**Executive Meeting Minutes - Wednesday, July 2, 2025 at 5:00 pm**  
**Via Zoom: <https://us02web.zoom.us/j/89477566893>**  
**Or by call in at 1 (646) 931-3860, 894 7756 6893, Meeting ID: 894 7756**

**Members Present:**  
 Patrick Beaudry, Chairperson  
 Carl Eger, Vice Chairperson  
 Thomas Creed, Treasurer  
 Daphne Board, Assistant Treasurer  
 Tiffany Espinosa, Member

**Staff Present:**  
 Aaron Vega, Executive Director  
 John Dyjach, Assistant Director

**1. Call to Order**

Chairperson Patrick Beaudry called the Executive Meeting to order at 5:28 p.m. and stated that the meeting is being held remotely in accordance with State Open Meeting Laws. He added that the HRA is entering executive session to consider the purchase, exchange, release or value of real estate. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Daphne Board	X	
Tiffany Espinosa	X	
Thomas Creed	X	
Carl Eger	X	
Patrick Beaudry	X	

**2. HRA Board Business**

**a. HRA Meeting Minutes of 5/21/2025**

A motion was made by Carl Eger to approve the May 21 executive meeting minutes. Said motion was seconded by Daphne Board and with no discussion a roll call vote followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Thomas Creed	X	
Carl Eger	X	
Daphne Board	X	
Tiffany Espinosa	X	
Patrick Beaudry	X	

**3. Property / Project Updates and Next Steps**

**a. 123 Pine Street (CAN Properties, LLC)**

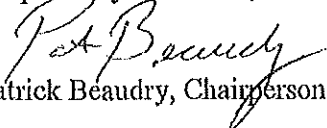
Chairperson Beaudry asked staff if there was any new information to provide regarding the status of the reverter for 123 Pine Street. John Dyjach explained that the Board authorized executing the reverter for the properties in accordance with the thirty-day notice that was issued and which comes due on July 14. Mr. Dyjach added that staff and Atty. Mantolesky just recently received additional information from the owner as well as the prospective buyer. Aaron Vega said that the proposed buyer requested a waiver of the right of first refusal and an extension of the reverter period in order for the sale to close. He said that one of the concerns is that any buyer is unlikely to be able to meet the development schedule and would still be subject to the reverter. There was then consideration to proceed with recording the reverter after the notification period expires. The Board also considered the waiver and extension requests and concluded that additional information and further legal guidance are needed before taking any action. Chairperson Beaudry suggested that the Board should be cautious and not engage in discussion with the parties involved until legal guidance is received. All members concurred that action not be taken until reviewing with counsel at the next meeting.

**4. Adjournment**

With no other business, a motion was made at 6:07 p.m. by Carl Eger and seconded by Thomas Creed to adjourn the meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Daphne Board	X	
Tiffany Espinosa	X	
Thomas Creed	X	
Carl Eger	X	
Patrick Beaudry	X	

Respectfully submitted,

  
Patrick Beaudry, Chairperson

Holyoke Redevelopment Authority (HRA)  
 Executive Meeting Minutes - Wednesday, July 16, 2025 at 5:00 pm  
 City Hall - Room 6  
 536 Dwight Street, Holyoke, MA

**Members Present:**  
 Patrick Beaudry, Chairperson  
 Carl Eger, Vice Chairperson  
 Thomas Creed, Treasurer  
 Daphne Board, Assistant Treasurer  
 Tiffany Espinosa, Member

**Staff Present:**  
 Aaron Vega, Executive Director  
 John Dyjach, Assistant Director

Others in attendance: Asst. City Solicitor Jane Mantolesky

**1. Call to Order**

Chairperson Patrick Beaudry called the Executive Meeting to order at 5:41 p.m. and stated that the HRA is entering executive session to consider the purchase, exchange, release or value of real estate. A roll call followed:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Daphne Board	X	
Tiffany Espinosa	X	
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	

**2. Property / Project Updates and Next Steps**

**a. 123 Pine Street (CAN Properties, LLC)**

The Board considered options to move on with the 123 Pine matter. These included extending the schedule with CAN Properties, exercising the reverter and issuing a request for proposals, or considering the proposal from Mr. Virgilio. Atty. Mantolesky noted that the Board is also being asked to waive its Right of First Refusal and to extend the reverter deadline to allow for a sale to occur. She added that the Board would also need to consider and agree to the new developer's schedule. Patrick Beaudry said proceeding with a new developer now would likely avoid many more months of delay of going through the sale process again. Thomas Creed said that a six-year schedule is too long and that new tax revenue is also an important consideration. Tiffany Espinosa questioned if the current developers could realistically do it sooner. Aaron Vega concurred that the proposed time is too long but said that it is consistent with the current timeline for local developers doing this size of project. Carl Eger said that he thinks the new developer is cautious about committing to an extended timeline and that he would be agreeable to proceed given the positive track record and methods that he described. Tiffany Espinosa asked if there were any funds to help expedite the project. Aaron Vega said using HRA money to stimulate development was discussed in the past, but a program has not evolved. Daphne Board discussed Mr. Virgilio's other nearby project at 185 Pine Street and that, while there were questions at the start, the project has become a positive to help stabilize and improve the neighborhood. Carl Eger made a motion to waive the First Right of Refusal and to extend the reverter period. Daphne Board seconded the motion. Thomas Creed said he likes that the proposed development would go back to the original eight-unit size not the nineteen units and that it would be market rate. Mr. Creed asked if they are asking our permission to proceed, the HRA will need to see and agree to a specific development plan. Atty Mantolesky agreed and said this would include waiving the first right of refusal, voting to defer exercising the reverter until a date soon after the closing date, and that the approval is contingent on a more definitive plan with timeline and budget to include in a new reverter. Thomas Creed said it is also important to understand that Mr. Virgilio's other properties are in good standing, including being up to date on taxes. Tiffany Espinosa asked if it was more appropriate to only indicate that the HRA would not act on the reverter for a period of time to allow for a plan to be provided. Patrick Beaudry concurred and said the request could be for the developer to provide a plan with specifics before the next HRA meeting. Atty. Mantolesky said that no other action would then be needed other than agreeing to

defer on acting on the reverter for a period of time. Tiffany Espinosa proposed an amendment to the motion to defer on acting on the reverter until September 5<sup>th</sup> and that the proposed buyer provide a detailed plan for the HRA's consideration. Said motion was seconded by Daphne Board and a roll-call vote followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Daphne Board	X	
Tiffany Espinosa	X	
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	

3. Other Business

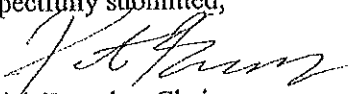
a. High Street Site – Site Readiness Grant: Aaron Vega said there continues to be items to be worked out with MassDevelopment for the Scope of Work. He said that staff is seeking to align the work with the grant application and get the most benefit from the funding. MassDevelopment has most recently included the requirement that HRA has some form of site control for properties being analyzed by this funding.

4. Adjournment

With no other business, a motion was made at 6:23 p.m. by Carl Eger and seconded by Thomas Creed to adjourn the meeting. A roll call followed:

<u>Name</u>	<u>Yes</u>	<u>No</u>
Daphne Board	X	
Tiffany Espinosa	X	
Patrick Beaudry	X	
Carl Eger	X	
Thomas Creed	X	

Respectfully submitted,

  
Patrick Beaudry, Chairperson



Date: 2/10/2026

**CITY OF HOLYOKE CITY COUNCIL  
SPECIAL PERMIT APPLICATION FOR**

RECEIVED

FEB 11 2026

Name of Owner: Holyoke Mall Company, LP - Pyramid Companies

Address: 50 Holyoke Street, Holyoke, MA 01040

Contact Name Lynn Gray-Yucka Address (if other) Holyoke City Clerk's

Contact Phone 413-536-1441 Fax # \_\_\_\_\_ Holyoke, MA

Name of Applicant: same

(if different from owner)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax # \_\_\_\_\_

Name of Engineer/Surveyor/Sign Company: Edward Wade, Fox Design Group, LLC

(if applicable)

Address: 33730 Bainbridge Road, 2nd Floor - Solon, OH 44139 Phone 216-374-0658

Name of Project: Dicks House of Sport, Holyoke Mall

Deed of Property Recorded in  
Hampden County Registry of Deeds:

Book: 12948 Page: 93

Holyoke Assessor Map Reference:

Map 176 Block 00 Parcel LOT 10C

Property Address: 50 Holyoke Street, Holyoke, MA 01040

Pursuant to Chapter 40A of the General Laws of the Commonwealth of Massachusetts and the Holyoke Zoning Ordinance, application is hereby made to the Holyoke City Council to do the following: \_\_\_\_\_

Under 5.3.1 we would like to raise the roof height of approximately 50,000 sf of the former Sears building to 70 feet to accommodate the prototypical layout and experience elements associated with the House of Sport concept, Dicks Sporting Goods brand.

Will any other permits or variances be required? If so, please list and indicate if they have been applied for or obtained.  
Signage variance requested and will concurrently be applied for with Planning Board.

Lynn Gray-Yucka

APPLICANT (please print)

*[Handwritten Signature]*  
SIGNATURE OF APPLICANT

Mark E. Smith, Counsel

OWNER (or LEGAL COUNSEL)

*[Handwritten Signature]*  
SIGNATURE OF OWNER (or LEGAL COUNSEL)



Laura E. Wilson  
Tax Collector

Rory Casey  
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: / /

In accordance with Section 82-3 of the City Ordinance, specifically:

(c) In addition to the requirements of [M.G.L.] c. 40 § 57, every city board, department, authority, or commission issuing licenses or permits in the city shall certify with the Tax Collector and the Treasurer that all taxes, fees, and assessments are current, prior to issuing any license or permit, and that all tax agreements are being complied with.

Please bring this form to City Hall and obtain each signature as required below or mail the form to the Tax Collector's Office with a stamped, self-addressed envelope. Please do not submit a Business Certificate application to the City Clerk's Office prior to completing Form A.

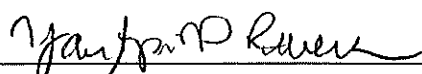
I state that I have reviewed the following and as of the date of this letter, the following is true and accurate.

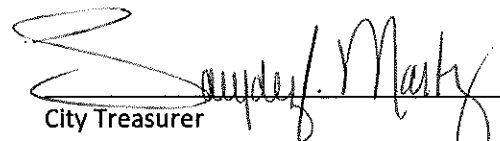
Current	Type
<input checked="" type="checkbox"/>	Real Estate
<u>n/a</u>	Personal Property
<u>n/a</u>	Excise
<u>n/a</u>	Payment Plan

Comments:

Applicant: Dicks Sporting goods / Dicks house of Sports  
 Address: 50 Holyoke St  
 Property Owner: Holyoke mall Company

Respectfully,

  
 Tax Collector  
 413.322.5530

  
 City Treasurer  
 413.322.5560

# IN THE YEAR TWO THOUSAND AND TWENTY-SIX

## \_\_\_\_\_ AMENDMENT TO SECTION 2-70 OF THE REVISED CODE OF ORDINANCES OF THE CITY OF HOLYOKE, MASSACHUSETTS 1997

### AN ORDINANCE

Be it ordained by the City Council of the City of Holyoke as follows:

**SECTION 1.** That SECTION 2-70 of the Revised Code of Ordinances of the City of Holyoke, Massachusetts, 1997, as amended, shall be and is hereby further amended:

By deleting in its entirety all of the current subsection contained in Section 2-469 (d) and replacing the same by adding the following new subsection (d):

**(d); The committee shall maintain records of its business and shall submit an annual communication more frequently upon request, to the City Council on the financial status of all its accounts by the first Council meeting each March.**

**This report shall include account balances, where funds are deposited or invested, the amounts of deposits from the Commonwealth or the city or any other sources, the dates and amounts of withdrawals or payments in support of the CPA's mission.**

**The report shall also include all funding currently encumbered to existing projects as well as the funding currently available.**

**SECTION 2.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

**SECTION 3.** This ordinance shall take effect upon its passage.

APPROVED AS TO FORM: Michael D. Bissonnette, Assistant Solicitor

Order:

5-6-25 Jourdain, Vacon - Rule 8 be amended by adding a new Rule 8P:

In case of the failure of the mayor to transmit to the city council a written recommendation for an appropriation for any purpose not included in the annual budget, which is deemed necessary by the council, after having been so requested by vote thereof, said council, after the expiration of seven days from such vote, upon its own initiative may make such appropriation by a vote of at least two thirds of its members, and shall in all cases clearly specify the amount to be expended for each particular purpose, but no appropriation may be voted hereunder so as to fix specific salaries of employees under the direction of boards elected by the people, other than the city council. [Reference: MG.L. c. 44 § 33]

The annual budget shall include sums sufficient to pay the salaries of officers and employees fixed by law or by ordinance. Notwithstanding any contrary provision of any city charter, no ordinance providing for an increase in the salaries or wages of municipal officers or employees shall be enacted except by a two thirds vote of the city council, nor unless it is to be operative for more than three months during the calendar year in which it is passed. No new position shall be created or increase in rate made by ordinance, vote or appointment during the financial year subsequent to the submission of the annual budget unless provision therefor has been made by means of a supplemental appropriation. No ordinance, vote or appointment creating a new position in any year in which a municipal election is held shall be valid and effective unless said ordinance, vote or appointment is operative for more than three months during said municipal election year. [Reference: MG.L c. 44 § 33A]

Proposed amendment would insert the language into a new Appendix A at the end of the City Council Rules

# City of Holyoke

## Request for Appropriation Transfer Between Classifications

Dept. Name Building Department

Date 2/9/26

Use as a basis for preparing a financial order to be placed in front of City Council. I hereby respectfully request that the following amounts be transferred **between two or more** of the following indicated (X) appropriation classifications and as further detailed below:

Personal Services \_\_\_\_\_ Expenses X Capital Outlay X

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
12403	58002	capital outlay - buildings	(15,000.5)	_____
-----	-----	-----	(_____)	_____
-----	-----	-----	(_____)	_____
12402	53010	other Contracted Services	(_____)	15,000.00
-----	-----	-----	(_____)	_____
-----	-----	-----	(_____)	_____
-----	-----	-----	(_____)	_____
-----	-----	-----	(_____)	_____
-----	-----	-----	(_____)	_____
-----	-----	-----	(_____)	_____
-----	-----	-----	(_____)	_____

Reason for request:  
Transfer of funds left over from the Demolition of 115 Newton to help fund the Emergency Board up Contract.

[Signature]  
 Head of Department

[Signature]  
 Mayor

# City of Holyoke

## Request for Appropriation Transfer Within a Classification

Dept. Name: \_\_\_\_\_

Police

Date

02/04/2026

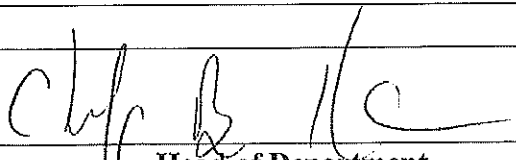
I hereby respectfully request that the following amounts be transferred *within one* of the following indicated (X) appropriation classifications within my department and as further detailed below:

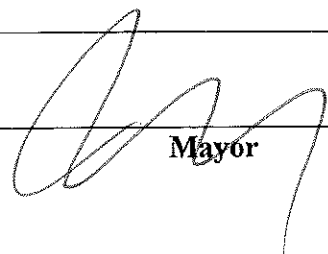
Personal Services \_\_\_\_\_

Expenditures \_\_\_\_\_

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
12101	51107	Patrolmen	\$18,250.00	
19131	51999	Unemployment Comp.		\$18,250.00

To balance line items

  
 Head of Department  
 Brian Keenan, Chief of Police

  
 Mayor

Feb 5, 2026  
 AN, SWD, TW



February 02, 2026

Dear Joshua Garcia,

We are pleased to inform you that City of Holyoke for Holyoke Puerto Rican Cultural District has been approved for a Cultural District Investment Grant grant of \$15,000 (FY26-DI-CDI-128766) from the Mass Cultural Council.

Thanks to vigorous advocacy from the cultural sector, both the Healey-Driscoll Administration and the State Legislature showed strong, bipartisan support for the Mass Cultural Council, and its programs and services in the FY26 state budget. This allows us to continue to support Massachusetts' dynamic artists and creative individuals, communities, cultural organizations, schools, and creative youth development across the Commonwealth.

**Below you will find your grant contract package, which includes award instructions, required attachments, and reporting obligations. Please review all materials carefully and sign the contract electronically within 14 calendar days of the date of this letter. Prompt execution will help us process your award as efficiently as possible.**

For questions about the contract, please contact the financial operations team at [finance.helpdesk@mass.gov](mailto:finance.helpdesk@mass.gov).

For questions about the program please contact Timothea Pham, Program Officer, Cultural Districts at 617-858-2821 or [timothea.pham@mass.gov](mailto:timothea.pham@mass.gov).

Culture is ultimately about you. You play an integral role in creating and supporting a cultural life in Massachusetts that is vital, accessible, and thriving. Thank you for all that you do to elevate our rich cultural life in Massachusetts.

A handwritten signature in black ink that reads 'Marc Carroll'.

Marc Carroll  
Chair

A handwritten signature in black ink that reads 'David T. Slatery'.

David T. Slatery  
Acting Executive Director

# Contract Package Instructions

## Instructions for Completing this Standard Contract Document

Your e-signature packet includes the following components. Please complete each item:

1. **Standard Contract:** Review this document, sign and date it. To read the content that is hyperlinked in this document, save this document as a pdf to review it, then return here to sign.
2. **Attachment A - Scope of Services and Additional Terms:** Review this document and initial it to acknowledge that you have read and understand.
3. **Attachment B - Additional Terms and Conditions:** Review this document and initial it to acknowledge that you have read and understand.
4. **Attachment D - Credit and Publicity Agreement:** Review this document and initial it to acknowledge that you have read and understand.

## COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions for Human and Social Services or the Commonwealth IT Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

<b>CONTRACTOR LEGAL NAME:</b> City of Holyoke for Holyoke Puerto Rican Cultural District  (and d/b/a): <b>Legal Address: (W-9, W-4):</b> City Hall 536 Dwight Street Holyoke MA 01040-5086 <b>Contract Manager:</b> Joshua Garcia <b>Phone:</b> 413-561-1600 <b>E-Mail:</b> garciaj@holyoke.org <b>Fax:</b> <b>Contractor Vendor Code:</b> VC6000192102 <b>Vendor Code Address ID (e.g. "AD001"):</b> AD001. (Note: The Address ID must be set up for EFT payments.)	<b>COMMONWEALTH DEPARTMENT NAME:</b> Massachusetts Cultural Council  <b>MMARS Department Code:</b> ART  <b>Business Mailing Address:</b> 10 Saint James Ave., 3 <sup>rd</sup> Fl., Boston, MA 02116  <b>Billing Address (if different):</b> <b>Contract Manager:</b> Marc Sulmonte <b>Phone:</b> 617-858-2823 <b>E-Mail:</b> marc.sulmonte@mass.gov <b>Fax:</b> <b>MMARS Doc ID(s):</b> <b>RFR/Procurement or Other ID Number:</b> FY26-DI-CDI-128766
<input checked="" type="checkbox"/> <b>NEW CONTRACT</b>	<input type="checkbox"/> <b>CONTRACT AMENDMENT</b>
<b>PROCUREMENT OR EXCEPTION TYPE: (Check one option only)</b> <input type="checkbox"/> <b>Statewide Contract</b> (OSD or an OSD-designated Department) <input type="checkbox"/> <b>Collective Purchase</b> (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> <b>Department Procurement</b> (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> <b>Emergency Contract</b> (Attach justification for emergency, scope, budget) <input type="checkbox"/> <b>Contract Employee</b> (Attach Employment Status Form, scope, budget) <input type="checkbox"/> <b>Interim Contract with new Contractor</b> (Attach justification for Interim Contract and updated scope/budget.) <input type="checkbox"/> <b>Other Procurement Exception</b> (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)	Enter Current Contract End Date <i>Prior</i> to Amendment: _____, 20____.  Enter Amendment Amount: \$_____. (or "no change")  <b>AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.)</b> <input type="checkbox"/> <b>Amendment to Date, Scope or Budget</b> (Attach updated scope and budget) <input type="checkbox"/> <b>Interim Contract</b> (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> <b>Contract Employee</b> (Attach any updates to scope or budget) <input type="checkbox"/> <b>Other Procurement Exception</b> (Attach authorizing language/justification and updated scope and budget)
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions	
<b>COMPENSATION: (Check ONE option):</b> The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 .  <input type="checkbox"/> <b>Rate Contract.</b> (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)  <input checked="" type="checkbox"/> <b>Maximum Obligation Contract.</b> Enter total maximum obligation for total duration of this contract (or <i>new</i> total if Contract is being amended). <b>\$15,000</b>	
<b>PROMPT PAYMENT DISCOUNTS (PPD):</b> Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting <b>accelerated</b> payments must identify a PPD as follows: Payment issued within 10 days <input type="checkbox"/> % PPD; Payment issued within 15 days <input type="checkbox"/> % PPD; Payment issued within 20 days <input type="checkbox"/> % PPD; Payment issued within 30 days <input type="checkbox"/> % PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments ( M.G.L. c. 29, § 23A ); <input type="checkbox"/> only Initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)	

**BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT:** (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.)

This is a grant of financial assistance to encourage the development and success of the Holyoke Puerto Rican Cultural District in accordance with Massachusetts' Cultural Districts legislative statute.

**SUPPLIER DIVERSITY PROGRAM (SDP) PLAN** Does the Supplier Diversity Program apply?

If YES, the Contractor's annual SDP commitment for this Contract is  
 If NO, and the department is an Executive Department, enter the appropriate exemption:

**ANTICIPATED START DATE:** (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

- 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.
- 2. may be incurred as \_\_\_\_\_, 20\_\_ , a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.

3. were incurred as of **July 01, 2025** , a date **PRIOR** to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

**CONTRACT END DATE :** Contract performance shall terminate as of **June 30, 2026**, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

**CERTIFICATIONS :** Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

**AUTHORIZING SIGNATURE FOR THE CONTRACTOR:**

Signed by:  
  
93B40FC7FCA349C...

Date:  
02/02/2026

Print Name:  
Joshua A. Garcia

Print Title:  
Mayor

**AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:**

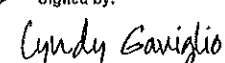
Signed by:  
  
4387D43D2ACA4EA...

Date:  
02/02/2026

Print Name: Catherine Cheng-Anderson

Print Title: Chief Financial Officer

For Internal Use Mass Cultural Council Fiscal Department:  
Fiscal Review Completed:

Signed by:  
  
60F9421CE5B348D...



**ATTACHMENT A - SCOPE OF SERVICES AND ADDITIONAL TERMS & CONDITIONS**

**CONTRACTOR NAME:** City of Holyoke for Holyoke Puerto Rican Cultural District

**ADDRESS:** City Hall 536 Dwight Street Holyoke MA 01040-5086

**BRIEF DESCRIPTION OF CONTRACT SERVICES**

This is a grant of financial assistance to encourage the development and success of the Holyoke Puerto Rican Cultural District in accordance with Massachusetts' Cultural Districts legislative statute.

**APPLICATION #:** FY26-DI-CDI-128766

**TOTAL MAXIMUM OBLIGATION OF CONTRACT:** \$15,000

**CONTRACT START DATE:** July 01, 2025

**CONTRACT TERMINATION DATE:** June 30, 2026

**DATE ANNUAL OR FINAL REPORT IS DUE:** July 17, 2026

**PAYMENT:** (a) Unless otherwise agreed upon by the Council and Contractor, the Contractor will be reimbursed for expenses approved by the Council included in the budget submitted to the Council. (b) The Contractor will be reimbursed one hundred percent (100%) of the grant amount upon receipt of a signed Agreement. The Council shall make reasonable efforts to process payments promptly. The Council shall not be liable for any interest or penalty charges for late reimbursement.

**ADDITIONAL RESTRICTIONS BEYOND THOSE STATED IN PROGRAM GUIDELINES** *(if blank there are none):* This grant to City of Holyoke is restricted for use by Holyoke Puerto Rican Cultural District.

**I have read and understood Attachment A:**

Initial

JG

## ATTACHMENT B: Additional Terms & Conditions

1. **SCOPE OF CONTRACT.** The Contractor agrees to perform the services described in the application for funding submitted to the Council (the "Application") in accordance with the terms of the Contract. The Contract includes, and incorporates by reference, the Standard Contract Form, the Commonwealth Terms and Conditions, the Application, and the FY26 Cultural District Investment Grant guidelines (the "Guidelines"), as published on [www.massculturalcouncil.org](http://www.massculturalcouncil.org).

The Contractor acknowledges that all services must be performed in full compliance with the Commonwealth Terms and Conditions and the Guidelines. In the event of any inconsistency among the Contract documents, the Commonwealth Terms and Conditions shall govern. However, in all cases, the most restrictive applicable provision shall apply to the Contractor. The terms of the Application and the Guidelines are binding unless modified by a written amendment executed by both the Council and the Contractor .

2. **NON-DISCRIMINATION AND ACCESSIBILITY FOR PEOPLE WITH DISABILITIES.** The contractor agrees to abide with all applicable state and federal laws and regulations which prohibit discrimination on the basis of race, color, national origin, ancestry, religion, sex, disability, age, gender identity or expression, sexual orientation, pregnancy or related conditions, veteran or military status, genetic information, or any other legally protected status. The Contractor further agrees to provide equitable access and reasonable accommodation for individuals with disabilities in accordance with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and applicable provisions of Massachusetts law, including M.G.L. c. 151B and Executive Order 526.

The MCC expects the contractor to be in compliance with, but not limited to, the following:

- The Americans with Disabilities Act of 1990 (ADA)
- Section 504 of the Rehabilitation Act of 1973 (Section 504)
- Title VI of the Civil Rights Act of 1964
- Other applicable state and local non-discrimination and accessibility laws

If a complaint or claim alleging violation by the Contractor of any statute, order, rule, or regulation with which the Contractor is obligated to comply is presented to the Massachusetts Commission Against Discrimination ("MCAD"), the Contractor agrees to cooperate with MCAD in the investigation and disposition of such complaint or claim and to assume all legal fees incurred by the Contractor in connection with the defense of such claim. In the event of the Contractor's non-compliance with the provisions of this Section 2, the Council shall impose such sanctions as it deems appropriate, including but not limited to: (i) withholding of payments due to the Contractor under the Contract until the Contractor complies; and (ii) termination or suspension of the Contract.

3. **PENALTIES, HOLDS, REDUCTIONS, RESTRICTIONS, REVERSIONS AND CANCELLATIONS.** In accordance with the Contract—including the Standard Contract Form, the Commonwealth Terms and Conditions, the approved Application, and the Guidelines—the Council reserves the right to withhold, reduce, restrict, revert, discontinue, or cancel grant funds, in whole or in part, if the Contractor:
  - Fails to perform the services set forth in the Application and/or fails to perform the services in accord with the requirements set forth by the Council in the Guidelines.

- Does not comply with all grant requirements and/or reporting requirements as stated in the Guidelines.
- Intentionally misrepresents information such as its finances, organization/programming, or other eligibility requirements in the Application and/or in any reports submitted to the Council.

These actions are in addition to any other rights the Council has under the Commonwealth Terms and Conditions, including Sections 4 (Compensation), 5 (Payment), 6 (Availability of Funds), and 7 (Contract Termination)—or under state or federal law.

**I have read and understood Attachment B:**

Initial

JG

## ATTACHMENT D

### CREDIT and PUBLICITY AGREEMENT

between the

MASS CULTURAL COUNCIL and GRANTEES

This credit and publicity agreement is hereby incorporated into the body of the grant contract between the Mass Cultural Council ("the Council") and the grant recipient ("the Contractor") named below as explicit terms and conditions of the contract. By initialing below the Contractor agrees to abide by these terms and conditions.

#### 1. ADVOCACY & ACKNOWLEDGING LEGISLATIVE SUPPORT

Approximately 90% of Mass Cultural Council's budget comes from an appropriation by the State Legislature. It is important to thank those elected officials responsible for funding Mass Cultural Council. We strongly encourage the Contractor to send personalized letters to Governor Healey, Lt. Governor Driscoll, and their state representative and senator, thanking them for Mass Cultural Council's budget appropriation and your grant award. For more information on how to find and contact your legislators, visit <https://massculturalcouncil.org/about/contracts/credit-and-publicity-kit/>.

#### 2. CREDIT REQUIREMENTS

**Mass Cultural Council Credit Logo:** All promotional, programmatic, or educational materials related to Council-funded activities must include the official Council credit logo, presented in a clear and prominent manner. This includes but is not limited to:

- a. Printed promotional materials such as postcards, flyers, season/subscription brochures, and newsletters: Any promotional material, regardless of length, prepared by the Contractor, that credits an annual funding source, must also credit the Council.
- b. Digital materials such as web sites, blogs, videos, and social media: Do not include the logo on surveys.
- c. Programs/Playbills: Credit must be given on all programs printed by a grant recipient in a type size not smaller than 7-point font.
- d. Event signage: For any event presented with funding from the Council, signage must include the Council listed with other major public, private, and corporate sponsors, in proportional order of the size of the contribution.
- e. Exhibition Signage: For any exhibition presented with funding from the Council, the wall text must include the Council listed with other major public, private, and corporate sponsors, in proportional order of the size of contribution.
- f. Educational Materials: Credit must be given to the Council in all educational materials distributed in association with any Council-funded activity, such as brochures, pamphlets, flyers, etc.

The logo must be produced as a unit without alteration. Download logo at

<https://massculturalcouncil.org/about/contracts/credit-logos/> Verbal Credit: When written credit is not applicable, such as there being no printed program, verbal credit shall be given prior to performances. Multimedia and Press Credit: The Contractor must include Mass Cultural Council

credit in all press releases and audiovisual content, including opening and/or closing credits for videos and digital presentations in connection with grant-funded activities.

3. DONOR RECOGNITION

Any wall plaques or advertisements that acknowledge the Contractor's annual or ongoing support from corporations and/or foundations must also acknowledge the Council.

4. SOCIAL MEDIA AND DIGITAL ENGAGEMENT

Contractors are encouraged to tag Mass Cultural Council in social media posts related to the funded activity, using the following handles:

Instagram: @MassCultural

Facebook: @MassCultural

LinkedIn: @Mass-Cultural-Council

5. COLLABORATORS

Organizations that are collaborators with the primary grant recipient must comply with these requirements. The Contractor is responsible for informing said collaborators of this policy and ensuring they fulfill these obligations.

6. CO-SPONSORSHIP

Those programs that are "co-sponsored" will have additional, specific publicity requirements, dependent on the program at the time of negotiation. Under no circumstances may a Contractor state or imply that its programs and/or activities are "sponsored," "co-sponsored" or "presented" by the Council without expressed, written consent from the Council.

7. ADDITIONAL REQUIREMENTS

Mass Cultural Council reserves the right to negotiate additional requirements regarding credit and publicity on a case-by-case basis.

FOR MORE INFORMATION ABOUT THIS POLICY, CONTACT YOUR PROGRAM STAFF CONTACT OR MASS CULTURAL COUNCIL'S PUBLIC AFFAIRS DEPARTMENT.

**I have read and understood Attachment D:**

Initial

JG



**City of Holyoke**  
**Request for Appropriation Transfer**  
**Between Classifications**

Dept. Name Law Dept

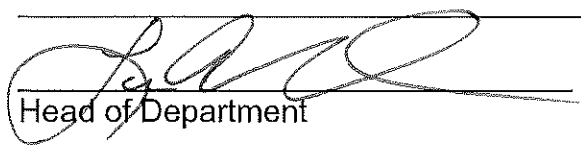
Date 2/12/26

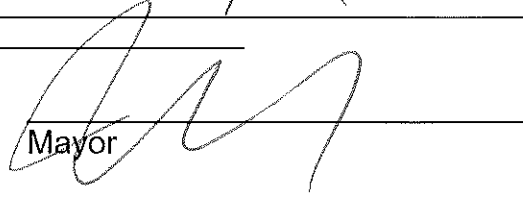
Use as a basis for preparing a financial order to be placed in front of City Council. I hereby respectfully request that the following amounts be transferred **between two or more** of the following indicated (X) appropriation classifications and as further detailed below:

Personal Services \_\_\_\_\_ Expenses  Capital Outlay \_\_\_\_\_

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
8815	10400	Cannabis Stabilization	\$ (50,000.00)	
-----	-----		( )	
19442	53003	Solicitor Legal Services		\$ 50,000.00
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	

Reason for request:  
Funds needed for Cannabis services by Ezra Parzybok (Blue Skies)  
KPLaw - Cannabis work -

  
 Head of Department

  
 Mayor

# VIOLATION

## CITY OF HOLYOKE

PARKING CLERK

STATE  <input type="checkbox"/> MA	PLATE TYPE			PLATE NUMBER COLOR		
	PA	CO	OTHER	GREEN	RED	OTHER
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	PREFIX		REGISTRATION NO.		SUFFIX	
<input type="checkbox"/>	OTHER		VEHICLE MAKE		VEHICLE COLOR	
LOCATION OF VIOLATION						
MONTH	DATE	YEAR	T I M E	<input type="checkbox"/> A.M.	TO	<input type="checkbox"/> A.M.
				<input type="checkbox"/> P.M.		<input type="checkbox"/> P.M.
OFFICER					ID #	
I HAVE AFFIXED THIS NOTICE TO VEHICLE						
				CODE NO.	FINE AMOUNT	
				<input type="text"/>	<input type="text"/>	

H239151

FINE	CODE NO.	PARKING VIOLATION
\$ 25.00	1	10 FT. OF HYDRANT
\$ 25.00	2	CITY HALL PARKING DECK
\$ 35.00	3	WINTER PARKING REGULATIONS/IMPENDING SNOW REMOVAL
\$ 25.00	4	WITHIN INTERSECTIONS
\$ 25.00	5	SIDEWALK
\$ 25.00	6	CROSSWALK
\$ 25.00	7	OVER 12" FROM CURB
\$ 25.00	8	LESS THAN 10' UNOBSTRUCTED LANE
\$ 25.00	9	ENTRANCE OF HOTEL, THEATRE, FIRE STATION, SCHOOL BUILDING, OR PUBLIC HALL
\$ 25.00	10	PROHIBITED ZONE
\$ 25.00	11	LEFT SIDE TO CURB
\$ 25.00	13	PARKING OVER ONE HOUR
\$ 25.00	14	FRONT OF PRIVATE DRIVEWAY
\$ 25.00	15	BUS STOP
\$ 25.00	16	TAXI STAND
\$ 25.00	17	EXCEEDING 24 HOURS
\$ 25.00	18	ALLEY
\$ 25.00	19	DOUBLE PARKING
\$ 20.00	20	OVERTIME
\$300.00	21	HANDICAPPED SPACE
\$ 50.00	22	FIRE LANE
\$	23	OTHER

**PAYMENT INSTRUCTIONS:** DO NOT MAIL CASH. NO PERSONAL CHECKS. Pay only by money order or certified bank check. Payment in person may be made at City Hall, Room # 13. Hours: 8:30 a.m.-4:30 p.m. Monday thru Friday, or **PAY ONLINE AT:** [www.kelleyryan.com/epay?source=holyoke.ma](http://www.kelleyryan.com/epay?source=holyoke.ma)

**PENALTY FOR LATE PAYMENT:** If not paid within 21 days after date of violation, a \$5.00 penalty will be assessed. If paid after the registry has been notified, contact the Parking Clerk at (413) 322-5530 for exact fees assessed.

**SEE OTHER SIDE FOR IMPORTANT INFORMATION.**  
PLACE CHECK IN THIS ENVELOPE. PEEL OFF TAPE TO SEAL.

REMOVE TO EXPOSE ADHESIVE

City of Holyoke Request for Appropriation Transfer Within a Classification

Dept. Name TREASURERS/PAYROLL

2/12/2026

I hereby respectfully request that the following amounts be transferred within one of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services X

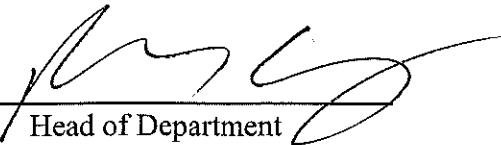
Expenditures     

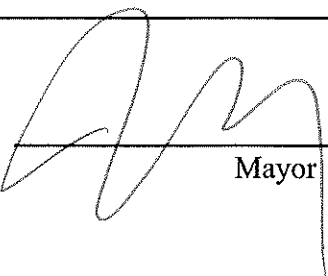
Capital Outlay     

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
19161	51999	F.I.C.A.M.	\$ 50,000.00	
19131	51999	UNEMPLOYMENT		\$ 50,000.00

Reason for request:

UNEMPLOYMENT

  
Head of Department

  
Mayor

City of Holyoke Request for Appropriation Transfer Within a Classification

Dept. Name PURCHASING

2/12/2026

I hereby respectfully request that the following amounts be transferred within one of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services X

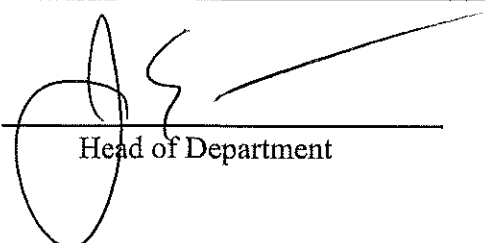
Expenditures X

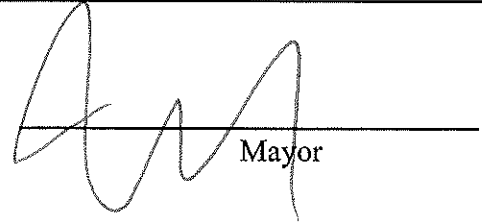
Capital Outlay     

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
11381	51102	ASST CHIEF PROCUREMENT OFFICER	\$ 55,800.00	
11461	51107	REVENUE COLLECTION SPECIALIST		\$ 17,100.00
11451	51132	PAYROLL SPECIALIST		\$ 4,100.00
11451	51101	TREASURER		\$ 7,200.00
11351	51101	AUDITOR		\$ 6,400.00
19202	57200	OUT OF STATE TRAVEL		\$ 21,000.00

Reason for request:

MUNICIPAL MODERNIZATION ACT PHASE 1 AND TYLER CONNECT CONFERENCE

  
 \_\_\_\_\_  
 Head of Department

  
 \_\_\_\_\_  
 Mayor

## TEMPORARY PROPERTY USE AGREEMENT

This Temporary Property Use Agreement (“Agreement”) is made as of 12th day of Feb, 2026, by and between the City of Holyoke, having an address of 536 Dwight Street, Holyoke, MA 01040, and Morais Contractors, Inc., having an principal address of 171 Rood Street, Ludlow, MA 01056 (“Contractor”) and mailing address of 108 Rocus Street, Springfield, MA 01104.

### 1. Purpose and Scope of Use

Owner grants Contractor a temporary, non-exclusive license to use a portion of the property located at 118 Cabot Street (Parcel 048-01-013) (“Property”) solely for construction-related staging, including storage of materials and equipment and stockpiling of soil, in connection with Resurfacing and Related Work on Cabot Street and Race Street (Center City Connector) Project, State Project #609065 (“Project”). No other use is permitted without prior written approval from Owner.

### 2. Term

The permitted use shall commence on March 15, 2026, and shall terminate on December 31, 2027, unless extended in writing by Owner (“Term”). Contractor shall vacate the Property immediately upon expiration or earlier termination of this Agreement.

### 3. Assumption of Soil Conditions

Contractor acknowledges and agrees that all soils stored on the Property shall be presumed contaminated unless and until proven otherwise through testing conducted at Contractor’s sole cost and expense. Contractor shall be solely responsible for compliance with all applicable federal, state, and local environmental laws and regulations related to soil handling, stockpiling, testing, transportation, and disposal.

### 4. Contractor’s Construction Requirements

Contractor shall conduct all activities on the site in accordance with the Contract Documents and Special Provisions published by the Massachusetts Department of Transportation (“MassDOT”) for the project, including any addenda issued (“Contract Documents”). Contractor must adhere to all requirements of the Contract Documents, particularly the requirements of MassDOT’s Policy Directive P-22-001 “Off-Site Stockpiling of Soil from MassDOT Construction Projects” dated September 23, 2022 with the more restrictive requirement to store all excavated soils on top of 10-mil polyethylene sheeting.

### 5. Restoration of Property

Upon completion of the Project or termination of this Agreement, Contractor shall, at its sole cost and expense:

- a. Provide complete resurfacing of the entire parking lot on the site (whether or not portions are used by the Contractor, by means of milling a minimum of 2 inches of pavement and placing back 2 inches of new pavement and/or other method which provides at least 2 inches of new asphalt. Repaving shall be done such that new drainage patterns match existing drainage patterns and any curb or structures which require resetting or repair shall be included in the work. Upon final paving, parking lot lines shall be repainted with painted pavement markings.
- b. Restore all other elements on the Property to the same condition as existed prior to Contractor's use, or better, as reasonably determined by Owner. Restoration shall include, but not be limited to, removal of all materials, equipment, debris, and stockpiled soil, repair of any damage, replacement of sidewalks, and regrading and stabilization as necessary.

## **6. Insurance and Indemnification**

Contractor shall maintain, for the duration of the Term, insurance coverage including at a minimum:

- Commercial General Liability insurance with limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate
- Automobile Liability insurance covering owned, hired, and non-owned vehicles
- Workers' Compensation insurance as required by law
- All policies shall name the City of Holyoke as an additional insured, where applicable.

Contractor agrees to defend, indemnify, and hold harmless the City of Holyoke, and their respective officers, employees, and agents, from and against any and all claims, damages, losses, liabilities, costs, or expenses (including attorneys' fees) arising out of or related to Contractor's use of the Property, including but not limited to environmental conditions, property damage, personal injury, or regulatory violations.

## **7. No Interest in Property**

Nothing in this Agreement shall be construed as granting Contractor any leasehold, easement, or other interest in the Property. Contractor's rights are strictly temporary and revocable in accordance with this Agreement.

## **8. Compliance with Laws**

Contractor shall comply with all applicable federal, state, and local laws, regulations, and permits in connection with its use of the Property.

**9. Termination**

Owner may terminate this Agreement upon written notice if Contractor fails to comply with any material term of this Agreement. Upon termination, Contractor shall immediately cease use and restore the Property as required herein.

**10. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts.

**11. Entire Agreement**

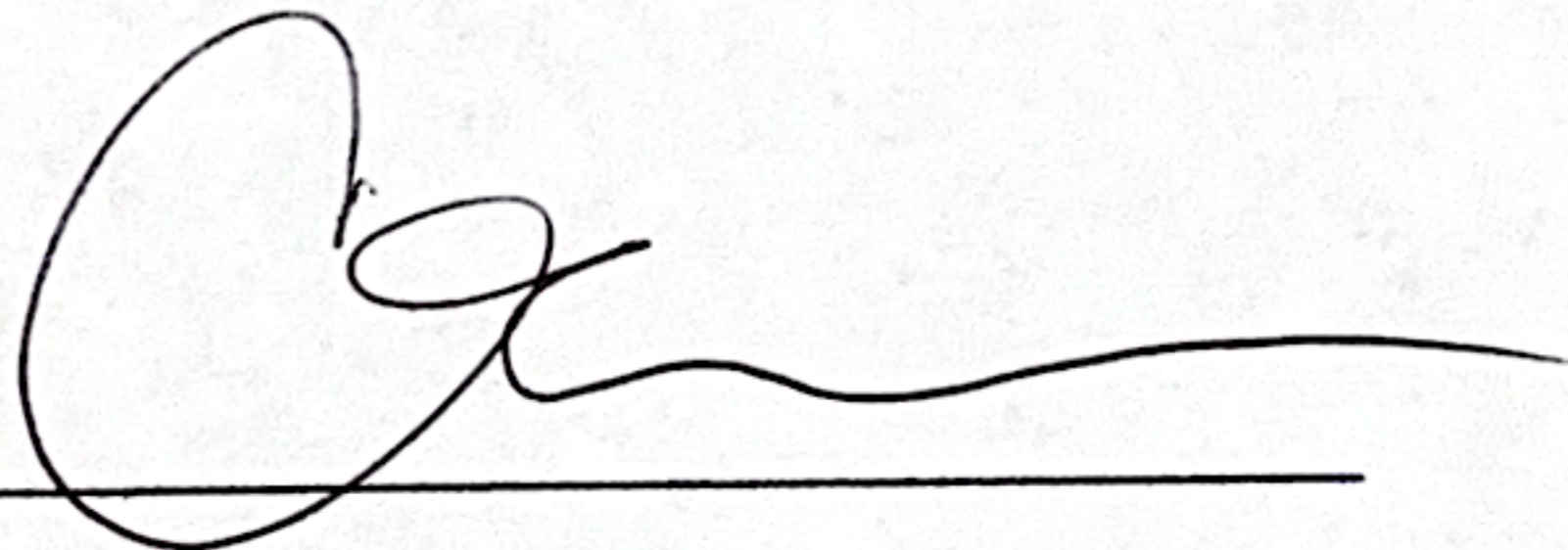
This Agreement constitutes the entire understanding between the parties regarding the temporary use of the Property and may be amended only in writing signed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**CITY OF HOLYOKE:**

**CONTRACTOR:**

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: \_\_\_\_\_

Name:     Maria Morais    

Title: \_\_\_\_\_

Title:     President    

Date: \_\_\_\_\_

Date:     2/12/2026



Number:           P-22-001            
Date:           9/23/22          

# **POLICY DIRECTIVE**

Jonathan Gulliver (signature on original)  
\_\_\_\_\_  
HIGHWAY ADMINISTRATOR

## **Off-Site Stockpiling of Soil from MassDOT Construction Projects**

### **Purpose**

The purpose of this Policy Directive is to formally establish a policy and procedures for managing and stockpiling soil generated and transported from MassDOT construction projects. This Policy Directive does not supersede any Federal, State, or Local regulations.

### **Date of Effect**

This Policy Directive is effective immediately for all projects, including active construction projects.

For active construction projects and for other projects advertised prior to October 15, 2022, changes to the contract documents needed to implement the requirements of this Policy Directive will be considered on a case-by-case basis and shall be approved by the District Highway Director, as necessary.

For projects advertised on or after October 15, 2022, MassDOT will include the requirements and implementation procedures of this Policy Directive in the construction contract documents.

### **Policy Requirements**

This policy is intended to prevent the off-site relocation of excavated soil generated from MassDOT projects to areas near residential receptors and to control potential fugitive dusts and/or contaminants. To that end, excavated soil may not be moved from the project site without knowledge of the content of the material. Knowledge may include visual field observations for presence of staining, odor, and/or debris, screening with a photoionization detector (PID), laboratory analysis, and/or site history. Pavement millings and other non-soil materials are not subject to the requirements of this Policy Directive.

Moving soil from a MassDOT project site to a temporary off-site storage location must be approved in writing by the District Highway Director.

The Contractor must select a storage location that is at least 500 feet away from residential receptors, as defined herein to include, but not be limited to, residential dwellings, residentially

zoned property, schools, daycare facilities, playgrounds, parks, recreational areas, hospitals, elderly housing and convalescent facilities.

Temporary off-site storage of excavated soil from a MassDOT project is only permissible at a location approved and permitted by MassDOT. The temporary storage location should be located within the same municipality where the soil was excavated, where possible. Stockpiled soil must be securely covered, and appropriate measures must be taken to minimize fugitive dust and erosion.

Signs indicating the source of the soil, the date the soil was generated, and contact information must be erected and maintained until the stockpiled soils are transported to a disposal facility or reused on the project site.

### **Implementation Procedures**

To ensure that off-site storage of excavated soils is managed properly on MassDOT projects, this policy requires the following:

#### **1. Off-Site Stockpile Storage Locations**

- a. The Contractor shall provide proposed off-site storage locations to the Engineer for approval at least 30 days prior to transporting soil off site. Off-site storage locations should be in the same municipality as the work site.
- b. The Contractor shall keep excavated soil on site until adequately characterized to the satisfaction of the Engineer.
- c. The Contractor shall provide notification of the approved off-site storage location to the local Board of Health and the Town Manager's/Mayor's Office at least 7-days prior to transporting soil off site.
- d. The Contractor shall provide the Engineer with at least 3-days' notice prior to transporting soil off site.
- e. For off-site storage locations on MassDOT property, the Contractor is required to obtain an Access Permit through the District Permits Office prior to storage of soil or other materials. MassDOT will issue these permits at no cost to the Contractor. Information to be submitted by the Contractor as part of the permit application shall include:
  - i. A description of material to be stored off-site, including available analytical data;
  - ii. A figure of the location with distances to residences and residential receptors; and
  - iii. Anticipated duration of temporary storage.
- f. Stockpile locations should not be within 500 feet of residential receptors (e.g., residential dwellings, residentially zoned property, schools, daycare facilities, playgrounds, parks, recreational areas, hospitals, elderly housing and convalescent facilities).
  - i. If the stockpile location must be within 500 feet of residential receptors, then soil must be less than RCS-1 (per 310 CMR 40.1600) and free of potentially hazardous or regulated items.

- g. For off-site storage locations on non-MassDOT property, the Contractor must notify the property owner(s) at least 7 days prior to transporting material.
- h. Exceptions to these rules will be reviewed by MassDOT and may be approved by the District Highway Director on a case-by-case basis.

## 2. Off-Site Stockpile Management

- a. The Contractor shall keep soil stockpiles ~~on impermeable surfaces (e.g., asphalt or concrete)~~ or on 10-mil polyethylene sheeting.
- b. The Contractor shall cover soil stockpiles with 10-mil polyethylene sheeting and surround with a berm made of hay bales, straw wattles, or similar.
  - i. Piles that are actively being worked on must be covered and re-secured at the end of the work shift.
- c. The Contractor shall label stockpiles with signs, including:
  - i. Location of origin (including any Release Tracking Numbers)
  - ii. Stockpile ID number (including MassDOT District office-assigned tracking ID, if different)
  - iii. Date of initial accumulation
  - iv. Applicable telephone numbers for the Contractor and MassDOT.
- d. The Contractor shall mitigate fugitive dust at storage locations under the direction of an appropriately trained/certified environmental professional.
- e. The Contractor shall remedy noncompliance with this policy within 48 hours.
- f. The Contractor shall remedy noncompliance with this policy on the SAME DAY for potentially hazardous material, as determined by the Engineer.
- g. The Contractor shall handle excavated soil according to federal, state, and local regulations.
- h. The Contractor shall use appropriate shipping documents for all movements of excavated soil on public roadways (e.g., Bill of Lading, Material Shipping Record, Manifest, Asbestos Waste Shipment Record, etc.).

