

MEMORANDUM

TO: EDIC Board
FROM: Mike DiGiano, Executive Director
Lynne Broderick, Administrator
RE: May 2021 Director's Report

Date 5/7/2021

1. Finance

Financial reports and warrant for April attached for review and approval at the May meeting.

The April 31st budget variance report shows an unfavorable YTD net income of -\$13,759. However, when the PPP loan becomes forgivable, and CDBG program costs are reimbursed (should be in next 60 days) this will be mitigated. YTD expenses currently favorable(under) by \$9,222.

2. Town of Falmouth / EDIC \$160,000 Micro-enterprise Grant Assistance Program

Since the Grant application portal was opened on March 1, the EDIC has received 29 applications. Of these, 8 have been approved by the Grant Review Committee, 3 did not qualify and 6 were withdrawn.

Program assistance agreements have been signed by all 8 approved recipients representing a total funding of \$79,300. The Town is in the process of drawing down the funds from the State and then will disburse funds to these recipients.

There is approximately \$69,540 remaining in grant funds to award. Currently there are 12 applications in progress.

Completed applications are being processed on a first come -first served basis and we have eliminated the April 30 deadline, meaning that we will continue to conduct outreach until all grant funds have been awarded.

3. EDIC/ Mass Development Falmouth Station master plan project

Mass Development reports that after further discussions with Nitche, a mutual determination was made that a different consultant team would match up better with the revised scope. As a follow-up, Mass Development solicited a proposal from a different consultant group and is now in the process of finalizing a budget and schedule and putting together an MOU (grant agreement) with the EDIC for approval. This MOU may be available for our May 11 meeting. If not, then staff requests that the Chair be authorized to enter into the MOU after input from the Master Plan Study sub- committee.

4. EDIC/MRECo grant from Seaport Council to establish the Massachusetts Ocean Sensor Testbed (MOST) at the Bourne Tidal Test Stand (BTTS).

Work on this project has been put on temporary hold pending the procurement of a performance bond by MRECO that is needed to maintain the BTTS license from the Army Corps of Engineers. EDIC staff have been working with MRECO to secure the performance bond. We have asked John Miller, Executive Director of MRECO to join our meeting on May 11 to bring the EDIC Board up to speed on the operations of the BTT and to discuss ways the EDIC might wish to partner with MRECo.

5. Phase II Solar

Construction of the array is well underway. Citizens has confirmed the following:

- Debt financing – Closed on 12/30. Sublease amendment is complete and recorded.
- DEP construction approval completed.
- Secure system equipment and assets. Completed
- Construction start March 22. Estimated time to complete construction is end of May
- Eversource interconnection is slated for “Q3”. Citizens unable to get any further insight on the timeline but is checking in regularly with Eversource.
- Note per the sublease Section 4.2 the monthly rent payments commence within 12 months from the effective date of the agreement(7/31/20) regardless of Closeout Date so rent will commence on or about 8/1 regardless of COD.

6. Joe 4 Sun Program to deliver energy savings from our Phase II project to 250 Falmouth low-income households:

EDIC staff worked with Citizens to contact Falmouth Service Center and Falmouth Housing Authority to discuss additional outreach via direct mail. Those discussions are underway. Further update possible by meeting time.

7. EDIC Open Cape Main Street Project:

After our April meeting Steve Johnston of Open Cape reported the following:

1. Vineyard Home has confirmed that they will complete their installation of their GPON connection at 587 Main St. - Scheduling install
2. Maison Villatte at 267 Main St. has signed and delivered a Service Order - Scheduling Install
3. Steve’s Pizzeria and More at 374 Main St. has signed and delivered a Service Order. Scheduling Install
4. Longfellow Design Build at 367 Main St. will change over internet and phone connections to OpenCape on Wednesday, April 21, 2021 at approximately 8:00 AM.

In pipeline

1. Falmouth Running Club, 661 Main St. - pending buildout (we have already connected building...waiting on internal build in)

2. Ben & Bill's Chocolate, 209 Main St. -
3. Numerous others as various stages

Marketing Update

in March unfortunately we had three staff members directly impacted by COVID, which put a strain on some of our marketing/advertising efforts. We are operating at full strength again and are working on creating that collateral

There may be an additional update from Open Cape to report by meeting time.

8. Community Fiber Optic Network Feasibility Study Follow-up

As reported to the EDIC board members earlier this week, the EDIC along with Doug Dawson will be making a presentation to the Select Board on Monday May 10 on the Feasibility Study.

Our recommendation to the Select Board as a next step is for the Town to set up a formal working group that would include key town officials, the EDIC, FalmouthNet and others to work on an engineering design and to take other follow-up action to put the Town in a position to identify an implementation strategy and take advantage of any emerging federal or state grant opportunities for broadband.

9. 64 Tech Park Drive (Lot 21)

At our April meeting, staff presented a \$23,000 engineering proposal from Holmes & McGrath to develop a permit plan for the construction of a building with associated driveway, parking, subsurface disposal, stormwater management and reduced drainage easement area. Such a plan would provide all the information needed for the Town to approve the reduced drainage easement area as well as provide the EDIC with the information to solicit bids from interested purchasers of the development parcel on Lot 21.

At direction of the Board, staff has followed up with both Clancy Associates and Holmes and McGrath to review the engineering scope and determine the best way to proceed to develop the necessary information to determine a value for the lot and to be in a position to market the property. More information will be available at meeting time.

10. Falmouth Station Operations

Staff worked with State Building Inspector's office to determine requirements for permit for deck that tenant constructed last year; also to determine details on canopy installation that tenant was seeking permission for at last meeting. At Board direction, staff worked the Station subcommittee and achieved an agreement with tenant on canopy installation and additional insurance coverage EDIC needed to allow tenant to proceed. Also, EDIC will need to retain a design professional (at tenant's expense) to develop an

as-built drawing and load calculations for deck that is required for state building permit which will be in EDIC's name.

In other matters, tenant has requested that the EDIC seek information from the State Building Inspector's office regarding a seasonal liquor license. Staff will be following up to collect more information to bring before the Board for its consideration.