

**County of Roscommon Brownfield Redevelopment Authority**  
**March 17, 2021**  
**Meeting Minutes**

Present: Brenda Bachelder, Edward Bergeron, Michael Briggs, Wendy Engle, April Hehir, Katherine Methner, Rebecca Ragan, Robert Spaulding

Guests: Ruth Clemens & Tom Bailey

- I. Meeting called to order by Katherine Methner at 8:30 a.m.
- II. Pledge of Allegiance
- III. Agenda changes: None
- IV. Introduction of Guests: Ruth Clemens & Tom Bailey of Coldwell Banker
- V. Approval of the February 17, 2021 meeting minutes: Motion made by Bob Spaulding to approve, seconded by Ed Bergeron, all approved.
- VI. BRA Site List Update, challenges, new additions: Brenda and Katherine gave updates. Group discussed old Oxford Automotive Plant. Property was sold 6/2020.
- VII. Top Priority Sites for revitalization: Both Ruth and Tom said she would like to see the list that we have been working on. They weighed in on commercial and industrial properties within Roscommon County. Ruth commented that we have very little industrial inventory. Large commercial developers are very limited given the demographics especially when large franchises or chains are looking at population requirements.  
  
Rebecca will draft a letter to the realtors for our next meeting.
- VIII. Vacant Positions: Tom Bailey not interested. Ruth Clemens undecided.
- IX. Board Member Comments: Ed Bergeron discussed the draft marketing plan. Brenda will email the plan out to the group.  
  
Discussed what information we need to have listed to promote the featured properties.  
  
April Hehir discussed add a form to the website where users can automatically submit potential properties to the BRA for review.
- X. Agenda items for upcoming meeting: Continue to update list  
  
Meeting adjourned at 9:14 a.m.

**Next Meeting via ZOOM 8:30 a.m. Wednesday April 21, 2021**