



Steven K. Reviczky  
Chairman

**STATE OF CONNECTICUT  
DEPARTMENT OF AGRICULTURE  
CONNECTICUT MARKETING AUTHORITY**



Linda Piotrowicz  
Executive Director

**MINUTES OF SPECIAL MEETING HELD DECEMBER 21, 2016  
Department of Agriculture, 165 Capitol Avenue, 161, Hartford, CT 06106**

**MEMBERS PRESENT:** Chairman Steven Reviczky. By phone: Alexis Gazy, Bruce Benedict, Frank Musto (joined at 2:22 p.m.), Jennifer Parmalee, Joseph Ruffini.

**MEMBERS ABSENT:** Randall Fiveash, David Morse.

**ALSO PRESENT:** Linda Piotrowicz from the Connecticut Department of Agriculture (DoAg).

**CALL TO ORDER:** Chairman Steven Reviczky called the meeting to order at 2:06 p.m.

**CHAIRMAN'S REPORT:** Commissioner Reviczky provide brief updates on the status of filling the Maintainer 1 position, the state and agency budgets, and the agency's pending move from 165 Capitol Avenue to 450 Columbus Boulevard.

**LEASES AND REQUEST FOR PROPOSALS:** Chairman Reviczky recapped steps to date on the appraisal of various components of the Regional Market, vacant space, tenant leases, and a request for proposals. He reported that as of this meeting, the following seven draft appraisal reports had been received: Sysco land lease; Springfield Sugar (Sweet Life) land lease; warehouse stalls in Buildings A, B, and C; offices in Building A; the restaurant building; billboards; and parking.

He also reported that he and Executive Director Piotrowicz met with the Office of the Attorney General to discuss the request sent October 31, 2016, for legal assistance with leases. The Office of the Attorney General agreed to assist with refinement of a lease template to be used for both existing tenants and developing a request for proposals for vacant space, and with procurement of outside legal assistance to prepare and execute leases, starting with a pilot of one or two.

The Department of Administrative Services will assist with development and dissemination of the request for proposals for vacant space once the lease template has been finalized.

A discussion ensued.

**NEXT MEETING(S):** Regular meeting dates in 2017 are scheduled as follows: January 11, April 12, July 12, and October 11, 2017.

**ADJOURNMENT:** There being no further business, Commissioner Reviczky adjourned the meeting at 2:33 p.m.

Respectfully submitted: Linda Piotrowicz  
December 21, 2016