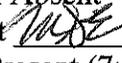


**Town of Lunenburg
Building Re-Use Committee**

Jamie Toale, Chair Present 
Damon McQuaid, Vice-Chair Absent
Mark Erickson, Clerk Present 
Dave MacDonald, Member Present (7:00) 
Ron Albert, Member Present _____
Rebecca Lantry, Member Present _____
Mike Mackin, Member Present 

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NOV 22 2016

LUNENBURG TOWN
CLERK OFFICE

MINUTES

Monday, October 17, 2016 6:30 P.M.
Town Hall, 17 Main St.
Lunenburg, MA 01462

1. CALL TO ORDER: 6:40
 - a. Also present: David Marciello, Adam Barney, John Londa
2. ANNOUNCEMENTS: Jamie shared note from Harald Scheid clarifying that he is not a developer and saying he would have property assessments for our November meeting
3. PUBLIC COMMENT: None
4. MINUTES APPROVAL: September 18, 2016, MSA
5. CURRENT BUSINESS
 - a. Valuation of properties: Harald Scheid's note said he would complete assessment by early November; Rebecca Lantry said in her experience the assessed value is an important data point
6. NEW BUSINESS
 - a. Review draft RFP for sale of buildings
 - i. Interim Town Manager David Marciello explained the draft RFP's that have been prepared for the 5 properties
 1. A = Old Primary School
 2. B = Brooks House
 3. C = Town Hall
 4. D = Ritter
 5. E = Alternatives, as outlined in Addendum 1
 6. F = TC Passios
 - ii. Adam Barney walked us through the structure of the RFP's; he noted that the descriptions of the properties need to be made clearer, including lot lines. We discussed having a single briefing session to include all properties.
 - iii. RFP's are evaluated in two steps:
 1. First on the merits of the proposal, information about the bidder, specifics on what they are proposing, financing, etc. We need to clearly state our selection criteria in advance to say what is most advantageous. We discussed several scenarios of what might be advantageous. Specific

criteria will be discussed at a future meeting.

2. Second on the \$ value (price) of the proposal

b. Review draft RFP for "grand plan"

- i. Option E is based on the Ritter as the central site with other properties as alternates; bidders have multiple options as laid out in the addendum.
- ii. Option F combined with option E would bring TCP into play and might require special legislation.
- iii. Discussed what would happen if we got no bids on one or more of the properties; in effect, it is a data point we can report to Town Meeting to guide our ultimate decision of how to proceed.
- iv. Discussed relative merits of privatizing versus town-owned properties.
- v. Discussed that we need to clearly define plot lines at Brooks House and TC Passios, as well as defining parking area for the Historical Society and separating it from the Old Primary School. Research will be done by Adam Barney.

c. Next steps

- i. Need a qualified purchasing agent (Interim Town Manager in December)
- ii. Need BOS support for our recommendation
- iii. Town Meeting vote (consider a warrant for Special Town Meeting to declare the properties as surplus and authorize BOS to market them). Motion: Prepare a warrant article for STM; M: Mike Mackin, S: Mark Erickson, A: Unanimous
- iv. Description of the properties with plot lines
- v. Define our selection criteria (i.e., what is highly advantageous)

7. MEETING SCHEDULE

a. Next meeting: Mon 11/21, 6:30 PM

8. BOARD COMMENT

a. Mike Mackin reported that \$4 million in voted borrowing authority to be returned to the Town from the School Building Committee.

9. PUBLIC COMMENT: None

10. ADJOURNMENT: MSA, 8:10 PM