



## Edgartown Yellow House Committee Meeting Minutes

AUGUST 23, 2017

### **I. CALL TO ORDER:**

**Chris Scott** called to order the Public Forum for the Yellow House Committee at 4:00pm on **Wednesday, August 23, 2017, at the Edgartown Town Hall Meeting Room.**

### **II. ROLL CALL:**

The following persons were present:

**MEMBERS:** JAMES CARTER  
CAROL FLIGOR  
CHRIS SCOTT  
GAIL CROTEAU  
JIM SHANE  
MJ LOOK

**OTHER:** Bricque Garber (Historic)  
Juliet Mulinare (Procurement)

### **III. OPEN ISSUES:**

\*Prior to the start of the Public Forum the Committee was present to discuss the format for the Public Hearing; they established the time and date of the next meeting (3:30pm, Tuesday, 8/29/17); Juliet informed the Committee that she spoke with Karen Burke (Town Counsel) and had a preliminary discussion about the lease terms and bonding considerations for the Town; Bricque informed the Committee that the Historic District Commission would be meeting to discuss the Yellow House at 4:00pm on 9/7/17.

1. Mr. Scott thanked those in attendance for their interest and consideration and passed around the sign-in sheet. He informed everyone that although there is a draft RFP that can be reviewed, it is still a work in progress and subject to changes. He stated the purpose of the Public Forum is to encourage the asking of questions and to hear thoughts and advice about the future use of the space.
2. Juliet gave a brief description of the RFP process and how it differs from a bid process; she explained that the Committee will be establishing both Minimum Threshold Criteria, that deem a proposer eligible, as well as Comparative Criteria, that allow the Committee to rank the proposals according to established criteria within the RFP.
3. Mr. Scott stated that the timeline for the proposal submission process had been discussed and an 8 week period was being considered.
4. He then gave a short history of the situation: the Yellow House was taken by eminent domain at the 2017 Town Meeting with two sources of CPA funding: Open Space

and Historic Preservation. The Town will designate a subject area for the RFP that will be different from the area designated for Open Space, expansion of public parking and possible expansion of Town Hall in the future. The purpose of the RFP is Historic Preservation, the Town will control the Open Space and public parking areas.

5. Mr. Donaroma, Selectman in attendance, commented that the Town would like to see the Yellow House as a viable, commercial-use space and it remains open minded about the possible uses.
6. Ms. Dolby, Town Administrator, commented that the Police have expressed an interest in making the small house on the property a downtown sub-station for more access to public needs.
7. Mr. Scott reiterated the RFP is a work in progress, as different ideas emerge, the Committee will work to incorporate them. He further stated that the Historic Commission meeting will take place with an eye towards applications for improvements to the Yellow House: what they want to see vs. what is not acceptable. The hope is to maximize creativity and to invite unique, inspired ideas for the use of the Yellow House.
8. Ms. Dolby commented that the Town is committed to incorporating the whole property into a useable, integrated space.
9. At this time, Mr. Scott invited comments from the audience.
10. Brian Wolfe inquired as to the square footage of the interior. Mr. Scott replied that drawings of the existing structure will be included in the RFP. Mr. Wolfe asked about the previous business that was located there. Mr. Donaroma stated the last business to occupy the space was a bookstore.
11. Christopher Celeste asked about an easement for the right of access to the curb cut. Ms. Dolby explained there are a couple of options, including moving the existing studio house.
12. Susan Catling asked if there would be a requirement for a residential aspect. Mr. Scott explained that the Town will not be requiring anything; the RFP will ask Proposers to provide proposed uses but the lease terms must also be considered, as different uses will warrant different lease terms.
13. Christopher Celeste asked if the RFP will be requiring that Proposers say exactly what's going to happen inside. Mr. Scott stated that this was first and foremost a preservation project; the concept of initial use would be helpful but the Town recognizes that use may change over a long-term lease period, and the Town does not want to monitor the use. The Town is hoping for a mutually beneficial situation.
14. Jim Joyce asked about the site plan displayed on the screen in the meeting room and whether the Developer will have to stay within the red lines. Mr. Donaroma answered the Town will be flexible on the line. Mr. Scott followed up by saying the RFP will have to somehow define a lease area. Ms. Dolby stated that the Developer is constrained by the lease area and that any work extending past that area would trigger the public construction bid laws.
15. Brian Wolfe asked if Proposers would be able to access volume vs. profitability data for other businesses located on Main Street. Mr. Scott stated this would be information that was up to the individual business to share but that the Board of Trade might be able to offer some data.
16. Jim Joyce asked about a possible expansion of the Yellow House. Mr. Scott stated that any change to the existing structure is subject to the approval of relevant Town Boards; any addition would also have to be subordinate and materials would have to be historically appropriate.

17. Ms. Dolby commented that the HDC approved an expansion in the past, but the members of the Commission have changed since then.
18. Jim Joyce commented that the proposal timeline discussed at the beginning of the meeting is aggressive; he would rather see it increased to at least 10 weeks, or longer, in order to perform his due diligence as a proposer. Mr. Scott responded by saying that was a good consideration, the Committee certainly wants to provide ample time for quality design work. He continued by saying there is a back and forth with Town Counsel that is crucial to the legality of developing the RFP, the current goal is to have a semi-final draft to submit to them by mid September.
19. Jim Joyce asked about the Comparative Criteria. Juliet read through a couple of examples of what the Committee has discussed so far.
20. As there were no additional comments from the public, Mr. Scott closed the Public Forum for the Yellow House at 4:45pm.

Minutes submitted by: Juliet Mulinare

MINUTES VOTED & APPROVED:

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Chris Scott, Chairman

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Date