



## Edgartown Yellow House Committee Meeting Minutes

APRIL 10, 2018

### I. CALL TO ORDER:

Chris Scott called to order the meeting of the Yellow House Committee at **3:30pm** on **Tuesday, April 10, 2018** at the **Edgartown Town Hall Meeting Room**.

### II. ROLL CALL:

The following persons were present:

<b>MEMBERS:</b>	CHRIS SCOTT	<b>OTHER:</b>	JULIET MULINARE
	GAIL CROTEAU		BRICQUE GARBER
	JIM CARTER		KAREN BURKE
	SAM SHERMAN		RON RAPPAPORT
	MJ LOOK		MICHAEL DONAROMA
	SAM SHERMAN		

### III. OPEN ISSUES:

1. Mr. Scott opened the meeting with a review of the desired timeline for the submission of proposals: ideally, the Committee would like to release the RFP mid May and receive bids in early August to accommodate a possible construction start date of mid October. Mr. Scott then asked Mr. Rappaport and Ms. Burke to review the legal changes that have been made to the RFP and the lease.
2. Mr. Rappaport presented the most recent version of the Sketch Plan of Land (attached). The Committee discussed the possibility of moving the small building to another location on the property. Mr. Donaroma commented that the building is currently located in a good spot and based on its size would probably not be worth moving. Mr. Sherman stated that, whether the building can be moved and to what extent, should be clarified in the content of the RFP. Mr. Scott suggested wording that allowed for the building to be modified (possibly expanded) but not moved. The Committee discussed how to define the "leased area" surrounding Parcel B (see Plan of Land), if expanding the existing footprint is an option for developers.
3. Mr. Sherman asked whether provisions for equipment staging and vehicle parking were written into the lease. Mr. Rappaport said he will add that information.
4. Ms. Croteau suggested that the RFP ask developers to indicate the size of "Parcel B" on their proposals and, as long as the access to the parking area is maintained, the Committee will consider modifications to the small building. The Committee discussed the pros and cons of specifying the number of feet that can be added to the back of the small building.
5. The Committee moved on to discussion regarding the number of parking spaces that should be exclusively available to the developer. Mr. Scott suggested that a loading zone area should be considered and that the developer should have one parking spot for each residential unit, up to two units. Mr. Donaroma added that the Selectmen would prefer to see commercial businesses in the space, as opposed to residential, as this is what was advertised to the tax payers at the time of the taking. Mr. Sherman

asked whether the RFP should encourage professional office space. Mr. Donaroma replied that it could, but doesn't have to.

6. The Committee then discussed whether developers can propose to move the Yellow House itself. It was decided that the orientation of the house must remain the same; additions to the building will be allowed, but may require the expertise and approval of a certified arborist, depending where on the property they are being proposed. Ms. Croteau commented that a "Not Advantageous" rating for any addition proposed towards Main St. would be too limiting and that an addition within the "L" of the building would be a good place to expand. Mr. Rappaport responded that it would be preferable, for the sake of the tree, to not have an addition in that area, but it's not prohibited, it would just require an arborist to be on site during construction.
7. Mr. Scott commented that the Historic District guidelines should be taken into account as the Committee discusses what modifications can be made to either structure. Ms. Garber stated that the guidelines dictate subordinate additions and "Retention of the primary façade" would protect against the modification of any substantial element of the building, such as existing rooflines.
8. The Committee discussed the extent of changes that could be made after a proposal has been accepted, should there be any unforeseen issues with the proposed design after it's presented to the Historic District Commission, or during the permitting process.
9. Mr. Scott suggested that the Town come up with a Tree Protection Plan to include in the RFP. Mr. Sherman added that this might include stipulations that any digging done on the Main St. side of the Leased Area be done by hand, with an arborists on site, and that if the arborist's have differing opinions, the stricter opinion should rule.
10. The Committee discussed the number of apartments that would be allowed. Mr. Sherman stated that commercial business/office space would be substantially less expensive to develop.
11. Ms. Burke stated that, under the terms of the updated lease, the selected developer may assign the lease to their loan, but it would be deemed a Not Advantageous aspect of the proposal. The Committee discussed the possibility of the developer defaulting on the lease and who it would be assigned to under those circumstances.
12. The Committee discussed the type of bond that would be most appropriate for this situation. Mr. Shane suggested a completion bond would serve the purpose of ensuring the Town ends up with a completely renovated building.
13. The Committee discussed whether the pre-bid meeting should be mandatory. Some members felt it should be optional while others felt that attendance should be mandatory to ensure off-island developers understand the nature of doing work on the island. The Committee agreed that the pre-bid conference will be video-taped.
14. Motion placed on the floor by Mr. Sherman to approve the meeting minutes from 3/20/18; Ms. Look seconds, no discussion, Ms. Croteau abstains, vote taken and passed.

Mr. Scott adjourned the meeting at 5:30pm.

Minutes submitted by: Juliet Mulinare

MINUTES VOTED & APPROVED:

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Chris Scott, Chairman

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Date