

TOWN OF WAYLAND

NAME OF BOARD/COMM: **Wayland Economic Development Committee (EDC)**
FILED BY: David Watkins, Member of EDC
DATE OF MEETING: Thursday, May 1, 2014
TIME OF MEETING: 8:30 a.m.
PLACE OF MEETING: Wayland Town Building
SUBJECT: Meeting Minutes

MINUTES

Meeting called to order @ 8:45 am in Town Building.

Members present: Stanizzi, Milburn, Grumbach and Watkins
Sarkis Sarkisian present for majority of meeting.

- 1) Public Comment
 - i) Cherry Karlson in participation as a member of public
 - ii) No Public Comment
- 2) Approve Meeting Minutes
 - i) Member Grumbach moved to approve the minutes, Watkins second. Minutes of EDC meeting of March 13, 2014 were approved 4-0.
- 3) River's Edge Wayland
 - i) Advisory Super committee – Coordinate with BOS
 - (1) The committee discussed a potential timeline with Ms. Karlson for establishing the committee, with a goal of BOS advertising and interviewing candidates prior to interested parties' unavailability due to summer vacations.
 - (2) A potential timeline for picking committee members for review with BOS:
 - (a) May 12, 2014 &
May 19, 2014 BOS to review and approve the responsibilities of the super committee by the end of May
 - (b) June 1, 2014 Advertise charge and call for applicants
 - (c) Mid/End June 2014 Interview candidates
 - (d) End June 2014 Designate members of super committee

(e) Committee has first meeting in July 2014; education can happen over the summer so that committee will be well positioned to begin its “heavy lifting” after Labor Day (see schedule below).

ii) RFP compilation

(1) Committee members debated the functions of the super committee (bid selection committee) to ensure they carry forward the will of the voters per Town Meeting and the warrant. Specifically we discussed how RFP could/should emphasize the important subject areas such as affordable housing, value, tax revenues, density, senior issues, etc. as they related to evaluating responses to RFP.

BOS may or may not elect to request the super committee to come up with a “point” system which would be applied to review bid submissions, for inclusion in the RFP (if yes, this could be completed during the summer if super committee is in place by end of June).

(2) Legal

EDC recommends BOS to engage outside law firm for RFP counsel:

(a) Attorney should not be regular town counsel, should have expertise and knowledge of large scale real estate transactions, environmental, affordable housing, Fair Housing Act, senior housing, etc. Therefore, EDC recommends the use of a firm with all the skills within one organization.

(b) EDC to suggest a scope to BOS, and a few suggested firms, at May 12 BOS meeting if helpful

(c) It was recognized that, while counsel probably would not be able to provide services until after the Attorney General approves town meeting articles (outside date: Sarkis confirmed zoning language was filed with AG April 22, so full 90 days would be July 22), it makes sense to identify and engage counsel conditionally in advance so they are ready as soon as approval is secured

(3) A potential timeline for the RFP based on above legal and super committee schedules:

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|----------------------|--|
| (a) June 30, 2014 | BOS to form super committee, and select legal counsel
EDC to collect template documents from state agencies, begin assembly of all due diligence items (on-going over summer) |
| (b) July 22, 2014 | Legal Counsel may begin (outside date per 90 days for AG review) |
| (c) Sept 5, 2014 | Draft RFP is compiled for review |
| (d) Sept 30, 2014 | Review of RFP complete (entire month of September, with all parties back from summer vacations) |
| (e) October 1, 2014 | RFP to be issued |
| (f) December 1, 2014 | Proposals due (goal: prior to year-end holidays) |
| (g) Selection date: | TBD by BOS/Super committee based on schedules |

iii) Permitting

Various permitting and coordination efforts were held at bay by EDC in 2013/2014 until zoning passed (efforts would be moot if not passed, so EDC did not want to waste taxpayer funds). These should be wrapped up in coming months for inclusion in RFP:

- (1) ANRAD verification with ConComm
- (2) Water connection to Wayland and/or Sudbury – coordinate details and/or permits to identify actual costs and secure formal options
- (3) Curb Cut permit – file with the state to determine any Rt 20 roadway improvements
- (4) Bus storage – coordinate with School Department to determine where buses will be stored after 2014-2015 school year
- (5) BoPW approval of land as surplus: Access Road improvements were not approved at Spring Town Meeting due to uncertainty with appeal. Appeal will continue to be watched, ideally result will be received within next few months; EDC/BOS must return to BoPW to secure their approval to declare land surplus, prior to RFP issuance.

iv) Legal

- (1) Discussed above.

v) Sudbury

- (1) Ms. Stanizzi to reach out to Mr. Nolan of BOS to find out if answer was received back to BOS (as requested by BOS to TA prior to TM) on legal determination of whether Wayland can proceed with demolition per the Septage Facility Agreement in the five years *prior* to termination of the agreement in 2017. This is a key point to guide negotiations with Sudbury, which should also be ongoing this summer; any resolutions with Sudbury that create cost to developers should be included in the RFP.
- (2) Ms. Stanizzi reported that she met with Werner Gossels, who was concerned about the proper unwinding of the Facility Agreement, including outstanding receivables, cash available, and cash applied to OPEB requirements (and in particular, if any further funds would be needed from Sudbury to meet remaining obligations for prior personnel). Ms. Karlson was familiar with the enterprise fund reserve from her experience on FinComm, and will search out final accounting from the last months/years of the facility, for review and use in BOS negotiations with Sudbury.

4) EDC Efforts for Remainder 2014

- i) EDC's role over next few months will be to assist BOS in compiling RFP, and then responsibilities will shift to the super committee. This will free up EDC for new efforts; Ms. Stanizzi passed out goals and objectives from the previous year for members to review and begin thinking ahead. EDC will also aim to fill its vacant seat on the committee; Mr. Willard may be looking to resign now that TM is complete, this vacancy can be filled at the same time.

5) Meeting was adjourned at 10:33a