



Town of Wayland Massachusetts

Members: Christine DeBona
Anthony Boschetto
Jerome Heller
Daniel Hill
Robert Morrison

Rebecca Stanizzi
William Steinberg
William Sterling
Michael Wegerbauer

River's Edge Advisory Committee ("REAC") Meeting Minutes for Meeting of September 30, 2014

In attendance: Christine DeBona, Anthony Boschetto, Daniel Hill, Robert Morrison, Rebecca Stanizzi, William Steinberg, William Sterling and Michael Wegerbauer (7:15). Absent: Jerome Heller

The meeting was called to order at 7:03 PM in the Board of Selectmen's conference room of the Wayland Town Building.

I. Selection of Committee Chair/Vice-Chair

Members discussed their potential interest in being the Committee chair. None of the Members desired to take that roll. The topic was tabled and there was a consensus that Ms. Stanizzi should chair the meeting for the evening.

II. Timeline Goals and Mission For REAC

The RFP's to attorneys were received in late August and there was a discussion of the statutory requirement for making a decision. From a practical perspective, Members discussed recommending a law firm to the Town Administrator by the end of October and working with that firm to finalize the developer RFP's by mid to late December. Tasks for REAC that were discussed included recommending that the law firm should assist the Town in the criteria for the RFP; assisting the law firm in drafting an RFP for potential developer's and assisting in the selection of a developer, likely to occur in the late first quarter or second quarter of 2015.

III. Selection of Committee Chair/Vice-Chair

Members returned to this discussion. Mr. Wegerbauer made a motion to elect Ms. Stanizzi as the vice-chair. Mr. Sterling seconded. The vote in favor was 8 – 0.

Mr. Wegerbauer made a motion for Mr. Heller to elect Mr. Heller as chair, subject to Mr. Heller's willingness to serve in that capacity. Mr. Sterling seconded. The vote in favor was 8 – 0.

IV. Discussion of Selection of Legal Counsel

Assistant Town Procurer, Elizabeth Doucette, notified the Committee that the selection of legal counsel is subject to Section 30B of the statutes of the Commonwealth. Section 30B of the code requires the following selection process: a) the evaluation of proposals must be made in writing by the Members; b) they must follow the criteria set forth in the RFP's from the Town; c) there must be a system of ranking the proposals; and d) there must be a composite ranking for each proposer. The Members may provide a written/qualitative explanation of its decision. Ms. Doucette agreed to provide copies of the RFP's to Members.

Members discussed that they would create a rating sheet that would include a matrix for rating each law firm in a spreadsheet fashion, with room for written assessments. Members shall bring each of their rating sheets to the next REAC meeting so that the merits of each RFP can be discussed in a manner consistent with the requirements set forth above.

Mr. Hill disclosed that he had worked for two of the law firms in the past (prior to 2005). They were Kopleman & Paige and Anderson & Krieger.

V. Future Meeting

It was determined that the next meeting of REAC will occur on October 14, 2014, at 7:00 PM. At that time, the Committee will discuss their ratings of the respondents to the RFP.

Ms. Stanizzi handed out several documents (listed below), all of which are reported to be available on the River's Edge web site.

VI. Adjournment

At 8:15 PM, Mr. Boschetto made a motion to adjourn the meeting and Mr. Steinberg seconded. The vote in favor was 8 – 0.

Handouts:

2014 River's Edge Warrant Articles 15 & 16
Background, Informational Materials and Project Planning summary
Google site photos
2014 warrant article zoning visual map
Market Study executive summary
Environmental executive summary
Wireless tower safety summary
River's Edge Financial Projections Summary (w peer review results)
Ed Marchant Peer Review memo, Jan 2014
Request for Proposals Protocol
Design Guidelines (to be included in RFP)