

**REDEVELOPMENT AGENCY
MEETING MINUTES
MARCH 17, 2011, 7:30 A.M.
LINCOLN CENTER HEARING ROOM**

Members Present:	Tim Devanney, Chair	Bob Schneider
	Aaron Ansaldi	John Topping
	Michael Darby	Terry Bogli
	Barbara Weinberg	Gary Sweet
	Michael Farina	Aaron Wlochowski

Also Present: Mark Pellegrini, Director of Neighborhood Services and Economic Development
Gary Anderson, Senior Planner

Adoption of minutes of March 3, 2011

Mr. Wlochowski moved to adopt the minutes as written. Mr. Farina seconded the motion and all members voted in favor.

Expenditures, Future Budget and Implementation Decision Points

Mr. Pellegrini distributed a memo dated March 15, 2011 regarding upcoming, near term implementation decisions for the Broad Street Redevelopment Plan. He also distributed a budget detailing the Broad Street bond expenditures to date and one with estimated future expenditures. (see attached tables)

Mr. Sweet asked if the estimated demolition costs include clean air monitoring. Mr. Pellegrini said the estimates came from the TRC hazardous materials report and did not know if they included clean air monitoring.

Several members were concerned about the estimated cost for demolition services. Mr. Pellegrini said the \$141,000 may include the \$32,000 budget for the bid specifications and he would check that. The services include hazardous materials work inspection and demolition oversight. He said TRC was selected from the State bid list in order to expedite the process for due diligence and specification writing.

Mr. Darby said he thought demolition services should be sent to bid, rather than using the state-approved contractor who completed the hazardous materials report. Mr. Sweet said in his experience, State contracts are competitive with what the market would offer. Mr. Farina said he would like the Agency to consider other contractors on the approved bid list. Mr. Pellegrini said he would speak with the Directors of Public Works and General Services in regards to this matter.

Mr. Schneider asked if the Redevelopment Agency has final say on awarding the demolition contract. Mr. Pellegrini said the award is the responsibility of the Town administration, in this case the General Services and Public Works Departments. Town procurement rules require the contract be awarded to the lowest responsible bidder.

Mr. Pellegrini said future expenditures will depend on what steps the Redevelopment Agency chooses to take next in implementing the Redevelopment Plan. He said the future expenditure budget did not include all implementation steps, only those on the near horizon. Some items not included were final design on construction of the Bigelow Brook Greenway or Center Springs Park expansion, for instance.

Ms. Weinberg noted the removal of all pavement at the Parkade is not included in the estimates of future costs. Mr. Schneider asked what the benefits of leaving some of the existing pavement would be. Mr. Pellegrini said besides not having to spend the estimated \$500,000, postponing the removal of all pavement would allow a potential developer to crush and reuse asphalt for future pavement; would limit the costs of seeding and maintaining the lot; and would allow for some pavement for parking and set-up areas for interim uses on the site. He said staff would arrange a workshop with the Agency and Board of Directors and other Town staff to discuss options on how the site should be left and maintained after demolition.

Mr. Sweet said the cost of soliciting developers via advertising in trade publications would also be an additional cost. Another possible disposition expense depends on whether to conduct any market or feasibility studies and engage a real estate advisor to assist the Agency.

Mr. Farina asked if it were possible to include the demolition of the Nichols properties in a request for proposals for the Parkade demolition, assuming the Town ends up owning the Nichols estate through the foreclosure process. Mr. Darby said if the Town were to take ownership of the Nichols properties, demolition would likely not begin until well after the start of the Parkade demolition. Mr. Darby said the contractor chosen to demolish the Parkade may, however, be in good position to submit a bid on the Nichols demolition, just having completed a similar job across the street. The budget estimates for demolition came from the Fuss and O'Neill Phase II and Phase II reports, Mr. Pellegrini said.

Mr. Farina said Agency should work with the Board of Directors to establish a package of financial incentives for potential developers of the Parkade property, as called for in the Redevelopment Plan.

Mr. Pellegrini said the Agency will need to determine how much the Town should be involved with cleaning or remediating the Nichols property if the Town would own the property through a strict foreclosure. The Agency will also need to decide if it wants to solicit development proposals for the properties, which would require amending the Plan. Mr. Tomko suggested the Town could demolish the two buildings with Broad Street frontage and leave the rear building, which will likely be subject to the transfer act.

Mr. Pellegrini also pointed out that the Broad Street revitalization project was in the estimated future budget but no funds were shown. He advised the Agency that the Manager's office received calls from OPM recently and there appeared to be some interest in placing the \$3,000,000 State legislative authorization on the Bond Commission agenda. He said at this time the only funds available to complete the project are in the Redevelopment Bond account. Mr. Farina asked if tax increment financing (TIF) could be used for the Broad Street streetscape improvements. Mr. Pellegrini said in order for TIF to work, there must be increased property values associated with the street improvements to cover the amount borrowed. That would be unlikely in this situation.

Mr. Sweet said he thinks doing the Broad Street streetscape improvements now would not be prudent because redevelopment activities could require additional utility work in the right-of-way, and a developer may want to have a say on driveway locations and street design along Broad Street. Mr. Ansaldi asked how long the Town can wait to spend bond money once it's approved. Mr. Pellegrini said he was not certain. Mr. Ansaldi felt an improved Broad Street would be important to developers.

The Agency agreed to schedule a workshop at its April 7 meeting with the Board of Directors to discuss the demolition specifications and interim site uses so that information can be included in the bid documents. The April 21 meeting will be devoted to options on the Nichols property, and the May 5th meeting devoted to the Center Springs Park expansion.

Mr. Darby suggested the Agency may want to consider sending a press release or holding some type of public event to publicize the progress that has been made so far in implementing the plan. Ms. Bogli suggested putting a sign up at the Parkade to announce the upcoming demolition and redevelopment.

Mr. Sweet distributed a document containing three maps, each with a different concept for a road to connect Broad Street to Center Springs Park. Mr. Tomko said he preferred the concept with an entrance at the former Quonset hut property. He said the Hartford Dispensary, which owns that property and the adjacent parcel, had expressed their willingness in the past to work with the Town to develop a park entrance. Mr. Tomko, Mr. Sweet and Mr. Farina said they would contact Executive Director Paul McLaughlin to discuss the issue.

Mr. Farina said the Agency should not make any decision on the location for a park entrance until it sees conceptual plans for each possible entrance location. Mr. Pellegrini said the Agency could consider a minimalist approach to an entrance, which would include a pedestrian and bicycle connection to the Bigelow Brook greenway but no park road for motor vehicles. He also said any new design ideas should be discussed with the Parks and Recreation Advisory Commission, which partnered with the RDA in generating some original concept designs.

Mr. Tomko said he sent a letter to George Lee requesting a meeting with Mr. Charney, the owner of the Middle Turnpike Parkade. He said he has scheduled a meeting with Mr. Charney and/or his representatives in order to discuss the Agency's plans for the Broad Street Parkade. The Agency agreed the team that has met with Mr. Charney in the past should attend.

The Agency agreed the subcommittees should work independently, but bring any potential decisions back to the entire Agency. The agreed upon subcommittees are as follows:

Developer and Consultant Cultivation

Phil MacVane, Aaron Ansaldi, Aaron Wlochowski

Partner Cultivation

Susan O'Connor, Terry Bogli, Gary Sweet

Resource Cultivation

Barbara Weinberg, Michael Farina, John Topping

Stakeholder Negotiations

Bob Schneider, Tommy Tomko, Tim Devanney, Gary Sweet

Staff Interface

Bob Schneider, Michael Darby, John Topping

Mr. Sweet moved to adjourn. Ms. Weinberg seconded the motion and all members voted in favor.

The next meeting of the Manchester Redevelopment Agency will take place on ***Thursday, April 7, 2011 at 7:30 a.m. in the Lincoln Center Hearing Room.***

REDEVELOPMENT AGENCY APPROPRIATIONS AND EXPENDITURES TO DATE					Account Balance
	<i>Contract Costs</i>	<i>Actual Costs</i>	<i>Balance</i>	<i>Funds Returned</i>	\$2,050,000.00
Fuss & O'Neill (Phase I & II Environmental Studies)	\$57,000.00	(\$53,265.74)	\$3,734.26	\$3,734.26	\$1,996,734.26
The Cecil Group (Form-based Zoning Regulations)	\$48,500.00	(\$43,640.00)	\$4,860.00	\$0.00	\$1,948,234.26
TRC Environmental (Hazardous Materials Report & Estimates for Removal)	\$34,515.00	\$0.00	\$34,515.00	\$0.00	\$1,913,719.26
GZA GeoEnvironmental Inc	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,908,719.26
Robinson & Cole (title search, covenant limitation, legal counsel)	\$20,510.10	(\$20,510.10)	\$0.00	\$0.00	\$1,888,209.16
TRC Demolition Contract Services	\$32,500.00	\$0.00	\$32,500.00	\$0.00	\$1,855,709.16
Parkade Acquisition	\$1,850,000.00	(\$1,850,000.00)	\$0.00	\$0.00	\$5,709.16
				Balance as of 3/15/2011	\$5,709.16

ESTIMATED FUTURE REDEVELOPMENT AGENCY EXPENDITURES¹			Low Estimate Balance	High Estimate Balance
			\$8,000,000	\$8,000,000
		Less Appropriations to Date	(\$200,000)	(\$200,000)
		Balance	\$7,800,000	\$7,800,000
		Parkade Acquisition	(\$1,850,000)	(\$1,850,000)
		Balance	\$5,950,000	\$5,950,000
	<i>Low Estimate</i>	<i>High Estimate</i>		
PARKADE				
Demolition	\$1,997,000	\$2,333,500	\$3,953,000	\$3,616,500
Demolition (Services)	\$141,534	\$141,534	\$3,811,466	\$3,474,966
Master Plan/Feasibility ²	\$30,000	\$35,000	\$3,781,466	\$3,439,966
Developer Solicitation: Real Estate Advisor	\$22,500	\$30,000	\$3,758,966	\$3,409,966
NICHOLS PROPERTY				
Demolition	\$250,000	\$555,000	\$3,508,966	\$2,854,966
Transfer Act	\$25,000	\$50,000	\$3,483,966	\$2,804,966
Environmental	\$170,000	\$265,000	\$3,313,966	\$2,539,966
Outside Counsel	\$10,000	\$20,000	\$3,303,966	\$2,519,966
PARK EXPANSION				
Concept/Master Plan	\$25,000	\$50,000	\$3,278,966	\$2,469,966
Land Acquisition	\$300,000	\$400,000	\$2,978,966	\$2,069,966
BROAD STREET				
Broad Street Reconstruction			\$2,978,966	\$2,069,966
BALANCE OF REDEVELOPMENT FUND			\$2,978,966	\$2,069,966

¹ Estimates are intended to show balance if Agency decided to proceed with all line items.

² Includes market study; optimal use plan; and economic feasibility.