

**Newburyport Redevelopment Authority**  
Newburyport Public Library  
January 16, 2013  
Minutes

**1. Call to Order**

A regular meeting of the Newburyport Redevelopment Authority was called to order at 7:00 p.m. by Chair James Shanley.

**2. Roll Call**

In attendance were members James Shanley, Tom Salemi, John Morris, Patty Dorfman and Adam Guild. Jane Kusel was also in attendance.

**3. Reading of Mission Statement**

Patty Dorfman read the mission statement.

**4. Minutes**

Tom Salemi moved to approve the minutes of the January 2, 2013 meeting as submitted. Patty Dorfman seconded the motion. The motion was unanimously approved.

**5. Public Comment**

Laurel Allgrove, 22 Beacon Avenue, asked if the NRA members took into consideration a recent article in the *Daily News* about Amesbury's Lower Millyard Park. James Shanley said they would.

**6. Treasurer's Report**

Adam Guild said the balance in the checking account is \$4,740.50 and the balance in the money market account is \$173,788.31. He said a check in the amount of \$250 dated January 1 was received from Not Your Average Joe's for dumpster rent. Checks were received from the City for meter revenue in the amounts of \$5,229.82 for November and \$7,404.31 for October.

Adam Guild moved to approve the payment of an invoice from Peerless Insurance in the amount of \$1,393. Tom Salemi seconded the motion. The motion was unanimously approved.

Adam Guild moved to approve a payment in the amount of \$150 for minute taking for the January 16 meeting. Patty Dorfman seconded the motion. The motion was unanimously approved.

Tom Salemi moved to approve the payment in the amount of \$483.44 for of an invoice from ND Landscape, Inc. for work in the month of December. Adam Guild seconded the motion. The motion was unanimously approved.

### **7. Soil Testing**

Adam Guild asked for the discussion to be tabled, saying the topic would be included in his RFP update.

### **8. RFP Update**

Adam Guild stressed the importance of the RFP and said the NRA is taking the time needed to put together the highest quality RFP possible. A high quality RFP addresses as many questions as possible for the purpose of lowering risk and attracting the highest quality developers. He also said he recently met with Barry Abramson, the NRA's real estate advisor, Andy Port, Geordie Vining and Jane Kusel, who is filling in for Carol Powers, for the purpose of identifying the tasks that must be accomplished before the RFP is released. Three sets of tasks were identified:

- 1) Construction-related tasks, which include an estimated budget; an environmental survey and assessment of the east and west lots; and a geotechnical assessment of both lots.
- 2) Legal and regulatory tasks, which includes an assessment of the requirements of the local zoning ordinance; subdivision regulations; MEPA, EPA and DEP regulations; the Wetlands Protection Act; local wetlands ordinance and the Request for Determination of Applicability; Chapter 91 licenses; an environmental impact report; an environmental notification report; activity and use limitations; Article 97; and close out and procurement obligations.
- 3) Tasks related to a financial analysis and assessment, which will be handled primarily by Barry Abramson. A third party would be retained to verify the financials.

Decisions must also be made on the way in which the RFP will be marketed. Consultants will be hired to assist with the process as needed. James Shanley will work with Carol Powers and Andy Port to develop a scope of work for obtaining additional legal services. He requested that any questions be addressed during the public-comment period at the next meeting.

### **9. New Business**

Patty Dorfman said Mayor Holaday, Andy Port and Geordie Vining would be attending the January 30 meeting to discuss the misinformation that has been circulating concerning the proposed development. She said it is clear from editorials appearing in the *Daily News* that there has been a misunderstanding about the process.

James Shanley said he received a request for an annual report from the Department of Housing and Community Development. He will prepare with report with assistance from Tom Salemi. Adam Guild will provide financial information for the report.

### **10. Park Use Application**

A certificate of insurance was received for use of the west lot for the annual walk held by the National Multiple Sclerosis Society.

**11. Upcoming Meetings**

The next meeting of the NRA will be held on January 30. Subsequent meetings will be held on February 13, February 27, March 13 and March 27.

**12. Adjournment**

Patty Dorfman moved to adjourn the meeting at 7:35 p.m. Tom Salemi seconded the motion. The motion was unanimously approved.