

Oak Bluffs Affordable Housing Committee

01.14.09 @ 9am - Town Hall Meeting Room

Members present: Chairman Ron DiOrio, Harvey Beth, James Westervelt(recorder)

Members absent: Brian Hughes, John Bradford

Guests: Town Administrator Michael Dutton, Highway Dept. Supervisor Richard Combra Jr.

Item: Old Library Conversion Project

Michael Dutton discussed with the committee the procedures for the selection of the architectural firm.

The selected firm of Durkee, Brown, Viveiros, and Werenfels will be sending two contracts and will be here on island on Jan 27th or 28th to discuss further arrangements. Ms. Werenfels is familiar with Oak Bluffs as she has been working on the Tabernacle Restoration project for some time. The committee discussed the need for a retail display window for the first floor commercial component. **John Bradford's** comments from a previous meeting concerning that need were recalled.

Ron said an RFP for construction firms is needed by March and an RFP for potential pharmacies within 90 days. He would like the pharmacy RFP sent to the University of Rhode Island School of Pharmacy website. A discussion followed concerning requirements for the pharmacy RFP. It was mentioned that we should have a pharmacy identified early in this process in order to have their input during construction.

Harvey suggested having a base rent plus a percentage of sales. This was discussed. All agreed that it was important to have a pharmacy get up and running and succeed. **Jim** thought having a reasonable fixed rent might be best. **Michael Dutton** suggested having the prospects propose what they would be willing to pay. No decision was made on that matter. It was agreed to go for a triple net up to five years lease. The town will collect the commercial rent moneys and the residential rent will be collected by the DCRHA then disbursed to the town.

Qualifications wanted for a pharmacy

- Years of experience
- Financial stability
- Island presence

Michael Dutton will work on the RFP for the pharmacy first, then the RFP for construction. He will advertise locally and statewide. **Harvey** mentioned getting pre-qualified construction outfits.

David Vigneault does not have a list of handicapped affordable housing prospects. We will need to advertise for that also.

Ron mentioned that this project and the Bradley Square project is on the list of "shovel ready" projects submitted for state and federal grant money. If money is forth coming then the CPA money can be returned to the town's CPA fund. Charles Rock from the CPA committee has been questioning certain finances for the project and mentioned tax credits. **Ron** doesn't believe tax credits are applicable here.

Harvey said that according to Phillippe Jordi this project is not large enough for tax credits.

Richard Combra Jr. reported on the work being done on the old library. The new roof is complete and the rest of the salvage/stripping prep work will be completed in one more week. He says the foundation is sound but might need minor work.

Ron mentioned that we should make this building energy efficient. He gave an example of the thin walls at the Morgan Woods complex.

Michael Dutton will let us know of the date when the architect Martha Werefels will be here on island so we can meet with her.

Meeting adjourned 10:55

Next meeting to be announced