



TOWN COUNCIL
ASSET MANAGEMENT ADVISORY COMMITTEE
Selectmen's Conference Room
Thursday February 27, 2019 – 6:00pm

MEETING MINUTES

PRESENT: Councilor Eric R. Steinhilber; Councilor Paul C. Neary; Councilor Tracy Shaughnessy; Councilor Kristine Clark; Councilor Matthew Levesque; Andrew Clyburn, Assistant Town Manager; David Anthony, Director of Property and Risk Management; Elizabeth Jenkins, Director of Planning and Development; Dan Santos, Director, Department of Public Works

The Administrator of the Town Council, Cynthia Lovell opened the meeting up at 6:03pm. Roll call was taken and all members present for quorum.

Administrator asked for nominations from the Committee for Chair of the Committee, Councilor Matthew Levesque; nominated Councilor Eric R Steinhilber, this was seconded by Councilor Paul Neary; Councilor Kristine Clark nominated Councilor Tracy Shaughnessy, this was seconded by Councilor Steinhilber, vote was taken for the nominations

Councilor Matthew Levesque voted for Councilor Steinhilber
Councilor Paul C Neary voted for Councilor Steinhilber
Councilor Eric R Steinhilber voted for Councilor Steinhilber
Councilor Kristine Clark voted for Councilor Shaughnessy
Councilor Tracy Shaughnessy voted for Councilor Shaughnessy

The Chair of the Committee voted on by the Committee members is Councilor Eric R Steinhilber

Chair of the Committee thought it would be helpful to the new members if Director of Property and Risk Management, David Anthony gave a brief description of the past meetings that took place so the new Councilors and members of the Committee understood a little of how the first properties were identified and eventually put up for sale on a close bid process; Mr. Anthony explained that he has attended this Committee meeting since the beginning of 2016 and along with himself, the Assistant Town Manager and the previous committee members have been the sole providers of the information to this Committee and its members and he wanted to thank them for all their efforts up to this point. Mr. Anthony explained briefly that the first round of properties was either taken by tax possession or they were given to the Town and had no issues legally or otherwise to stop the first round sale of them. Parcels were identified, and abutters of these properties were notified of the process, the Town held a close bid process through his office, it was very successful, and there were only 3 properties left after the first round in Cotuit that did not sell, and 1 property has land court issues which are being worked out now.

Chair of the Committee asked for a brief explanation on the following properties and where these are currently in the process. The following properties were explained as follows:

Marstons Mills Elementary School located at RT 28 Marstons Mills; this was one of the schools closed in 2009, declared surplus by the School Committee and turned over to the Town of Barnstable, there have been three RFP (Request for Proposals) that were sent out for that property, the most recent one was the Cotuit Center for the Arts, but most recent negotiations for that for

them to use that facility, and what they would have to do to get the building in shape for their needs was more than they could take on so negotiations stopped, and they have acquired the land around their current location for what they need. There is no heat and the building is minimally attended, there is discussion for demolition in two phases, the portable classrooms on the property need to come down as it has become a safety issue, so that is the first priority and bids have gone out for that and have come back so they will be taken down on the next 30 to 90 days. There is a small septic system attached to the portables and that is the second phase of demolition, those will need to be removed as well when the portables come out. That will leave us with the current brick and mortar building. It sits on 13 acre parcel, there are two other properties that this property touched so you can add them to make almost another acre of land it sits on 28 so there is sensitive septic issue, there is a challenge there, there is also a ball field there as well, not in the best of conditions, it was one of the ones scheduled for renovations with the other ball fields in town. There was a playground there as well that has been removed. The building still gains attention, but it's the wrong attention it getting, as windows are broken, the DPW (Department of Public Works) needs to come out and put plywood up in the broken windows. The discussion has been to use the 13 parcels for ball fields and housing, there is challenges for housing, there are two Councilors that represent the Village of Marstons Mills, and hopefully we will get some ideas about what to do with that land, but whatever we do, we will need to have a fair market appraisal done on the land, that will inform us the value of property, with or without the building, we will need to discuss the restrictions to consider if any, but caution the deed restrictions of use, it will make the property less appealing, there are a number of scenarios that could take place, so a deep discussion will need to take place on this property. The largest issue is going to be the septic, and the access to RT 28.

Cotuit Elementary School

Mr. Anthony stated that the Cotuit School had been leased by the Waldorf school, the School Committee declared it surplus and it was turned back over to the Town, there was a request made to the DPW to do a cost analysis on the building to see what it would be to bring the building up to code and a usable condition, it is in better shape than the Marstons Mills School, Director Santos is here to give that analysis. Dan Santos stated a Comprehensive Facilities Assessment was done on the building by looking at the physical structure as well as the property and any other outlying buildings on the property. The Town hired an Architect firm who went out and gathered all the information from the school, as well as a physical visit. It was broken into three types of Assessments, and identified those as scopes. The first Scope is urgent, and it is those items that need immediate attention, Scope 2 is referred to those items that can wait 3 to 5 years to fix, and Scope three are those items that can be addressed in 5 to 10 years. The Analysis is about 100 pages long, and if anyone needs to see that full report he will provide, what he has tonight is an Executive Summary of those 100 pages. Mr. Santos mentioned that when an analysis is done for these buildings they base it on the current use of that building, and what it would take to return it to its previous use before the analysis was done, so in this case it is a school, it was used for a school by the Waldorf School, so what would it take to return it to school use. That will drive the cost different if the town decides to use it for something other than a school, the cost would go up to change the current use. The report indicates it would take 2.3 million to bring the building up to code and use as a school in the first Scope analysis. The electrical cost is low only because in 2003 they did an electrical upgrade to the building, so electrical was listed in the 3 to 5 year fix, because of the upgrade that was done. The building was built in 1956 and built with brick and typically a 40 year life. All the systems in the analysis are slated for replacement, as they have outlived their life, there is significant asbestos in the building, so that cost is in here as well; to totally demolish the building would cost about a half a million dollars. The total project would be 4 million to restore to a school, to change its use the cost would go up. The question to everyone would be what do you want to use this for, and the cost of a new building would be 4 to 6 million, unless there is a municipal use for this building, and bring it to a point of what we could use it for. It's not an efficient building right now, it's a lot of money to renovate for a 60 year old building, there is 13 ½ acres there as well just like the Marstons Mills School. Mr. Anthony

described the current uses that the village residents use this for; there are tennis courts there that are very widely used, the Cotuit Parades start there, residents walk the trails behind the school, so there is still a lot of activity that happens around that property, so that needs consideration as well. Mr. Anthony said we would need an appraisal as well on the value of the land. Councilor Neary mentioned the ball fields there as well, and is it on the list for repair, if we can increase the use of the field for recreation we should consider it, Mr. Anthony will check on the status of that particular field, he did not recall if it was on the list of fields to be looked at and repaired.

Chair of the Committee stated there is a common theme with all these properties, is once an RFP goes out and discussions start, the new potential tenants do not have the money to restore and bring these buildings up to where they need to be. Mr. Anthony mentioned that the Cape Cod Collaborative is looking at the Cotuit School as well if the site in Sandwich does not work for them, so there is a potential tenant for that site. Mr. Anthony stated there are creative things to do with the property if they decide not to utilize the building, the Town could sell half the land for housing, revitalize the ball fields and use them, sell the entire parcel and relieve the town of the maintenance of the building and land, so there is a lot we can do with it.

Armory

Mr. Anthony said this building has a lot of hazardous material that needs to be removed and that is the problem, it has undergone a remediation already and some of it has been removed. The background of this building is in 1958 the Town gave the building to the State and then the State gave it back to us for a dollar with restrictions that stated only the building could be used for municipal purposes only, when the Pirate Museum was looking at the location, the Town had to go through legislation to approve the use of the building for the museum. This was most of the problem when we had a potential tenant for the building the cost to remove the hazardous material was well above the budget for these tenants so it becomes very costly for whoever decides to lease the building. Any municipal use can go in there without issues, or a for profit organization can go there; being a landlord also comes with a whole host of problems, we need to maintain the building and its infrastructure, are we ready to do that as landlords. There was discussion on moving the Town Manager and the Town Council and legal to the Armory and then move 200 Main Building to the Town Hall and selling the 200 Main parcel to the Steamship Authority to increase their parking or to use for whatever they needed, and it would put that on the tax roll for income for the Town, so there are uses for it, the Town needs to decide the best use for that building. The building was used for cold storage, so there are some departments that could use the cold storage for its own use, this one is unusual because we need a fair market appraisal on this as well, the Sturgis school was interested, but they have since bought the Wings Building, and that was because they school did not want to remove the majority of the material in order to have students in there on a daily basis, and the Town was not comfortable with that decision. Assistant Town Manager would like to see us possibly get creative with the RFP process if that is the direction of this Committee, there is also earmark money slated for these buildings because of its historical value of the building coming from the state, however that money is slow and is a challenge to obtain those funds, Ms. Jenkins said that the money earmarked for these buildings are hard to secure if you do not have a stated use for the building, so without a identified use, those earmarks are hard to secure. Councilor Clark asked about the structure soundness is, Mr. Santos stated there was some minor fixes, but all in all the building is very sound.

200 Main Street, Hyannis

There is parking in the 30 front, and 15 rear, the problem with this property is there is a First Right of Refusal on the property by the Steamship Authority, so we can't list the property and sell outright, they are the first ones we need to reach out to if we decide to do anything with the property. There are some issues with the second floor on whether we can use it. If we move 200 Main to the Town Hall, we need to be able to handle the flow of parking and the amount of cars added to our parking issues we have here at the Town Hall and at the Armory.

Mr. Anthony will continue to inform the Committee about these properties, but is looking for direction from this Committee since there are new members, the reason for mentioning this is because the Town also has properties that are currently vacant strips of land much like the first round we had put out for sale, but have some size to them as well, so if we are looking at the issue of housing, do we look at these parcels to sell for that purpose, or is there another direction this committee would like him to focus on. This second round of parcels do have challenges with them, the first round as some may remember are the ones that were easy, this second group is a bit more challenging, only because we need to see how the Town acquired them and if all the properties are clear to do the process again much like we did on the first round, but we have revenue from the first round that we can hire an expert to do the research on these parcels, so we will do this if that is the direction you would like us to take. There were some parcels in the first round that did not sell, those can go in this group, or you can look at them and decide to do other things with it. Councilor Shaughnessy asked for a list of parcels that Mr. Anthony is speaking about so the Committee can get an idea of what and where this land sits, and does it include the Lombard land and others of this type. Mr. Anthony said those types of land that were donated to the Town are for particular use and that is spelled out in the Deed, so we as a Town can't do anything with those large parcels because of the way they were deeded to the Town.

Mr. Anthony will compile a list of the properties for the Committee to take a look at much like the binder that was given the first time around.

Chair of Committee asked for a motion to adjourn, Councilor Paul Neary made the motion to adjourn, and all members present voted in favor of adjournment.

ADJOURN: 6:55pm

NEXT MEETING: TBD

Transcribed by Cynthia A Lovell, Administrator to the Town Council