



# Medfield State Hospital Development Committee

MEETING OF:  
**July 22, 2020**

MINUTES

**Present:** Todd Trehubenko, Johnny Martinez, Ken Richard, Gus Murby, Nicholas Milano, Assistant Town Administrator (Ex Officio), Sarah Raposa, Town Planner

**Location:** Virtual Zoom Meeting

Chair Trehubenko called the meeting to order at 7:02 pm and read the following statement into the record:

*Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Medfield State Hospital Development Committee is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following the instructions on the agenda and meeting notice.*

*This meeting is being recorded.*

## **Adding Members to the Committee**

Chair Trehubenko summarized the membership of the Committee since inception two years ago, having lost Adam Ameden last fall, and now Ken Richard. Ken urged swift but cooperative action for the redevelopment of the property. The Committee expressed sincere appreciation for Ken's participation.

Pat Casey, Randy Karg, and Michael Metzler introduced themselves to the Committee and Mr. Murby informed the group that Mr. McMahon had a conflict but summarized his qualifications. Other people who had submitted letters of interest were not present for the discussion.

Chair Trehubenko made a motion to recommend to the Board of Selectmen that Pat Casey, Randy Karg, Chris McMahon, and Mike Metzler be appointed as members to the MSHDC. Seconded by Mr. Martinez. The Vote: 4-0 (Roll Call: KR=yes, GM=yes, TT=yes, JM=yes). Mr. Richard left the meeting.

## **Guest: Nate Kelly**

Nate Kelly of Horsley Witten was present to talk about his experience being a MassDevelopment 'house doctor' working on the Beale School for the Town of Shrewsbury and was able to provide context on their disposition process, the MassDevelopment process, and other related issues. The RFQ/RFP 'down-selection' process was discussed and Ms. Raposa and Mr. Milano will follow up on whether the RFQ process can be used to limit invitations to the RFP under 30B. The conceptual timeline for selection was discussed and modified based on new information on the next MassDevelopment funding round. Mr. Kelly described his experience in working with MassDevelopment and the Town and how the funding and payment processes work. Mr. Kelly talked about the team that he is working with for the Shrewsbury project. He described some of the elements that would be necessary for the RFQ (reviewing existing info and meeting with the Committee for approach and goals). The Town would be responsible for the administrative/advertising parts of the RFQ/RFP process.

Additional discussion would be needed for how much involvement in the review process the Committee would need. Mr. Casey asked about the scoring system and how much information the Committee can request from the developers regarding impacts to various town services. Mr. Kelly provided the example of traffic analysis that should be explicit in the RFP/RFQ as well as his team for reviewing the proposals. An attendee asked about turn-around time for the grant applications. Mr. Kelly wasn't sure but said that MassDevelopment is generally expeditious. Mr. Kelly's firm is very savvy in development as primarily an engineering and landscape architecture firm and has acted as developer's consultant. Mr. Martinez asked about the frequency of how they typically work with municipalities. Mr. Kelly stressed that clarity of direction is ideal but they can work either way. He said that although the MSH project is very unique the disposition process is not and there are dozens of examples to look at for guidance. They can also provide recommendations on who to direct mail the RFQ to in addition the requirements of 30B. Mr. Murby described the disposition timeline in the context of the economic environment and Mr. Kelly responded that having ducks in a row as soon as possible to be able to be aggressive is needed. They discussed the understanding of process between the DC and the BoS. Mr. Milano asked about the appraisal process. Mr. Kelly isn't involved with that in Shrewsbury but MassDevelopment has appraisers on their house doctors list.

### **RFQ Next Steps**

The Committee discussed the MassDevelopment Technical Assistance process being announced earlier in the fall rather than later as previously expected. The Committee would likely apply for TA for the whole process and be able to provide town funds as "match" to extend grant funding. Chair Trehubenko has been reaching out to other real estate professionals and invited a contact for their next meeting.

### **Minutes (6/17/20)**

- Mr. Murby made a motion to approve the minutes of 6/17/20 as amended; Seconded by Mr. Martinez. The Vote: 3-0 (Roll Call: GM=yes, TT=yes, JM=yes).

**Adjournment** – Mr. Martinez made a motion to adjourn at 8:27 pm; Seconded by Mr. Murby. The Vote: 3-0 (Roll Call: JM=yes, TT=yes, GM=yes).

**Next Meeting** – Wednesday, August 5, 2020 at 6 pm