



# Peaked Hill Pasture RFP Committee

## Town of Chilmark

### Meeting Minutes

December 21, 2022 – Zoom Meeting ID: 852 5057 5420

**Members in attendance:** Andy Goldman - Chair, Lindsey Scott, Rich Osnoss, Fred Khedouri, Peter Cook

**Others in attendance:** Alison Kisselgof – Admin, Reid Silva, Clark Goff

The meeting was called to order at 1:00 PM.

Reid Silva of Vineyard Land Surveying & Engineering Inc. (VLSE) had previously sent a proposal for a scope of work for Peaked Hill Pastures (PHP). He attended this meeting to go over his proposal and answer questions.

Reid started by saying that the proposal was overly cautious with pricing and he is confident the final price would come in below the proposal total of \$150,000. Andy asked if the estimate was based on time and Reid said it was mostly time but may include materials. The Committee preferred that the estimate be higher so that they would not have to return to the Molly Flender Affordable Housing Trust (MFAHT) to request more money.

There was a conversation about the utility work to the property. Reid said that the proposal included an extension of the utilities to the area but was unaware of any existing issues. Fred explained that there is a private electrical line that supplies power to the area and the equipment is 40+ years old. There have been electrical failures in the past and Fred mentioned that the service would need to be evaluated. Fred thought that Eversource would need to be contacted about the issues and thought this may be a significant infrastructure cost. Reid offered to help with this assessment – he knows the few contractors who perform this type of work and, although VLSE doesn't do the work themselves, it could be coordinated through their office.

Andy asked if the results of Reid's work would give the needed specifications to go to bid on the project. Reid answered that the next step would be to finalize the layout which would require some decision making from the Committee. Reid expected that a plan could be completed by April or early May that could be brought to the town for approval. Reid went over the next steps after design is finalized – acquiring permits for land and use, Martha's Vineyard Commission (MVC) review of the rental units, hiring of an architect and then going out to bid for a builder. Andy said that he wanted the town to receive a report from this Committee before town meeting, regardless of the stage of the planning.

Peter mentioned that the Planning Board was still pursuing by-law amendments (specifically by-law 6.10A2) and wondered if progress would have any impact on the timeline of VSLE's work. Reid did not think this would change his timing of the project – he offered it would be four months before VSLE finished its work and it would be months after town meeting before any decision would be made by the MVC.

There was a discussion about the proposal itself – would there be a more formal proposal sent or is the current proposal the final document? Reid was flexible with either working with the proposal as it is or creating a more formal document if the Committee would prefer. He said there were still some decisions that needed to be made about layout.

The Committee shared their concept layout with Reid and went over the location of the Homesites, rental triplexes and access roads. It was discussed that the first application would be to the Planning Board for a Form C subdivision. There was mention of a possibility for concurrent review by the Planning Board and the MVC.

The Committee agreed that hiring VSLE was the correct path forward and felt it was unnecessary for Reid to supply a more formal document. Regular meetings between Reid and the Committee during the planning phase was suggested. Reid offered that he would need a month to get data and create the site plan. He suggested the next meeting be scheduled at the end of January.

Andy said that the Committee would petition the MFAHT for funds to hire VSLE and also request funds from the Community Preservation Commission to replenish MFAHT. Fred offered that the electrical systems would need to be assessed so that infrastructure costs could be determined. Reid suggested an independent party for this analysis since an electrical contractor may have a financial interest in the project.

Andy reported on the recent Housing Committee meeting and his discussion with David Vigneault of the Dukes County Regional Housing Authority (DCRHA) about rental Area Median Incomes (AMIs) at Middle Line Road (MLR). He offered that DCRHA may not be ideal for the management of the rentals for PHP since its charter focuses on AMIs at or below 80%. There was a question as to whether DCRHA could manage PHP differently than MLR, which would require further discussion.

Andy said that he would write a letter to Town Administrator Tim Carroll to ask the Town to discontinue usage of the PHP property. Fred mentioned that there was a warrant article at the last Town meeting to move Town equipment to a site near Middle Line but agreed Tim should be consulted.

The Committee reviewed draft minutes from the 10/18/22 and 11/10/22 meetings. Motions were made to approve the minutes as presented and seconded. Both sets of minutes were approved by unanimous vote.

Andy mentioned that he would circulate letters that were mentioned in this meeting when written and that the Committee would not need to meet again until Reid gets back to them with a plan, unless someone has a topic that needs to be discussed in the meantime. He asked other members to join him at the upcoming MFAHT meeting for the fund request.

A motion was made to adjourn and seconded. Members voted in favor of adjournment.

With no further business to conduct the meeting adjourned at 1:57 PM.

**Documents:**

- Draft minutes from 10/18/22 and 11/10/22 meetings
- Vineyard Land Surveying & Engineering Proposal
- Peaked Hill Pastures Concept Layout

**Pending Items:**

- Engineering Layout (Reid)
- Letters to Town, MFAHT and CPC (Andy)
- Discussion with Rob Hanneman regarding green energy for development

Respectfully submitted by Alison Kisselgof, Board Administrator.