

Cochecho Waterfront Development Advisory Committee
May 9, 2005

Member Present: Dana Lynch, Frank Torr, Earle Goodwin, , Jack Buckley, Wendy Scribner, Pete Hamblett, Norm Fracassa, Dean Trefethen, Steve Brewer, Joyce El Kouarti, Chris Wyskiel

Absent: Jack Mettee, Art Corte

Others: Mike Joyal, Steve Stancel, Steve Bird, and Ken Costello

The meeting was called to order at 5:00 pm.

Item #1 Approval of the Minutes of April 25, 2005

Wendy Scribner made the motion to approve the minutes of April 25, 2005. Pete Hamblett seconded the motion.

Vote U/A

Item #2 Update from RFQ/RFP Subcommittee

Dana Lynch reviewed the efforts of the RFQ subcommittee in preparing the RFQ for release. There are 375 people and firms on the mailing list. The RFQ will be mailed on Friday.

The ad for the NE Real Estate Journal is complete and will appear on the front inside cover in full color. A copy was passed around. Joyce El Kouarti said that the list for the press release needs to be added to and the press release should be e-mailed from a City Hall computer.

Dana Lynch met with Chris Parker to work on updating the waterfront portion of the City web-site.

Item #3 Charrette Subcommittee Report

Wendy Scribner apologized for not sending out the electronic version of the PowerPoint presentation in advance of this meeting. She said that she would send it out soon.

Item #4 Long Range Planning Committee Report

Jack Buckley said that they had a meeting last week with property owners along the lower end of Washington Street that went very well. The owners that attended included Eric Chinburg, Doreen Rainville and Carol Boc from Winsor Brook Property Advisors, Jonathan Torrance from Bank of New Hampshire and Wayne Chick from Fosters. The property owners' future plans seem to match well with the waterfront plans and they are anxious to see the plans from the developers.

Item #5 Consultant Scope of Services

Dana Lynch indicated that the Planning Department began by developing a list of tasks with significant input from Steve Brewer. Steve Stancel asked for the committee to review the draft and

provide input on the list of work tasks. We need to develop the number of hours associated with each task and assign an hourly rate. Steve Brewer said that the hourly rate may exceed \$100.

Joyce El Kouarti suggested checking the NH Municipal Association magazine for similar ads.

Mike Joyal said that the City Council has been made aware of this cost item and he has advised them to include money in the budget to be adopted June 1st.

Committee members are asked to e-mail comments to Steve Stancel, Steve Brewer, and Steve Bird before the May 23rd meeting so a final list can be brought to the meeting. Steve Stancel indicated that the document would be e-mailed out Tuesday.

Dean Trefethen asked if the City could be reimbursed by the selected developer for the cost of the consultant. Steve Brewer responded that there are lots of variables that go into the balance sheet for the developer and you have to be careful not to tip the balance.

Earle Goodwin said that he talked with Craig Seymour of RKG Associates about this type of project and he said that this type of master plan would cost about \$150,000. Steve Stancel stated that the City has saved money by not preparing a detailed master plan prior to soliciting for the RFP.

Steve Brewer said that the developer may need to go to neighborhoods to get input on his proposal. Chris Wyskiel was concerned that this approach may concern a developer. Dana Lynch said that the RFP should spell out what the public input process will be.

Old/ New Business

Steve Stancel asked about getting a commercial appraisal for the property at this point and warned that it may be expensive. Dana Lynch suggested folding the cost into the consultant costs.

Chris Wyskiel asked about drafting the RFP soon so that it will be ready by the time the RFQ process has resulted in a short list of developers. Steve Brewer indicated that the RFP committee could begin using the previous version as a starting point.

Earle Goodwin wanted to invite a bridge consultant to talk about the pedestrian bridge. Dana Lynch responded that may be good for one of our June meetings.

The meeting was adjourned at 5:45 pm.

Next meeting will be May 23rd.