

Meeting Minutes  
March 24<sup>th</sup>, 2022  
5 Auburn Street RFP Committee

Present:

Mike Hickey, Select Board  
Martin Kessel, 5 Auburn Street Committee Appointee/Member  
Geoffrey Lewis, 5 Auburn Street Committee Appointee/Member  
Jon Marshal, Deputy Town Administrator, Operations  
Andy Meyer, 5 Auburn Street Committee Appointee/Member  
Amy Mistrot, 5 Auburn Street Committee Appointee/Member  
Diane Packer, Town Clerk

Location: Ed Dlott Meeting Room, Natick Town Hall

The meeting began at 5:00 with the swearing in of members by Town Clerk, Diane Packer. Committee appointees Martin Kessel, Geoffrey Lewis, Andy Meyer, and Amy Mistrot were all successfully sworn in. Julie Baker was appointed to the committee but communicated that she will be unable to serve on the committee.

The Town Clerk then shared packets of information explaining the Open Meeting Law and Conflict of Interest requirements for members of the Committee. She explained how to post meeting agendas and meeting minutes after they are approved by the committee. She also strongly encouraged members to create a separate/non-personal email to use for this committee.

Ms. Packer then left the meeting, which was convened at 5:10 after the members were duly sworn in.

Mike Hickey, Select Board, and Jon Marshal, Deputy Town Administrator, Operations provided context for the 5 Auburn Street RFP Committee formation and the history that had led to this committee iteration. From the Committee posting, "The Committee will be charged with assisting and making recommendations regarding the development and issuance of the RFP, and to support the Board's efforts to dispose of the property in a thoughtful, respectful, and professional manner. " This action follows the 2021 Fall Town Meeting authorization for the Select Board to sell or convey the property, which will require a Request for Proposal process.

Jon Marshall will share a Google folder of documents from previous Town Meeting-directed activity for 5 Auburn Street with the new committee.

The committee discussed election of a secretary and chair. Andy Meyer made a motion for Amy Mistrot to serve as committee secretary. Amy Mistrot accepted and seconded the motion. The committee voted unanimously to appoint Amy as secretary. Amy Mistrot made a motion for Andy Meyer to serve as the committee chair, which Andy Meyer accepted and seconded. The committee voted unanimously to appoint Andy as chair.

The committee planned a meeting for Thursday, 4/7 at 5:00 by Zoom, which Secretary Mistrot will post for the committee. The members will review the historical documents in advance to be better positioned to support this iteration of RFP development. Chair Meyer asked for the committee to review and discuss the current zoning of the 5 Auburn Street parcel as well as a copy of a blank RFP document for the 4/7 meeting. Plans for public stakeholder engagement will also be discussed at the 4/7 meeting.

The meeting was adjourned at 5:57 PM.

Approved 5.4.22 - submitted by Amy Mistrot