

Subject to Approval

Meeting Date: Tuesday, January 5, 2021
6:00 PM Start Time

Meeting Place: Zoom Video Conference
Island Ave Ad-Hoc Committee

Subject: Minutes of January 5, 2020, IAAC Meeting
IAAC Committee Members in Attendance (via Zoom Video):

Present	Committee Member(s)
x	Rich Bonnanzio
x	Graham Curtis
x	Jason Brown
x	Athena Nomikos
x	Barbara Resnick
x	Joe Paradiso
x	Lauren Rhines (Main Office)
x	Alan Goldberg (Selectmen Designated)
	Guest: None

IAAC Chairperson Graham Curtis called the Meeting of Island Ave Ad-Hoc Committee to order at 6:07 PM EST

1. Pledge of Allegiance
2. Meeting Minutes Approved for the prior, December 29, 2020, IAAC Meeting.
 1. Minutes approved with all members present in favor. There were no changes, additions, nor deletions to the Minutes mentioned above and presented to the IAAC Committee before this December 29, IAAC Meeting.
 2. Revised Meeting Minutes for all previous Meetings is Title Change only from "Subject to Approval" to "Approved Minutes."
 - IAAC changed no Subject Matter
 - This change was a Minor Document change, clerical, and non-technical.
 - All members approved it of IAAC.
 - Minute Documents forwarded to Town Council Main Office for filing.
3. **Public Comment:** None; there were no public attendees at this portion of the Meeting.

OLD BUSINESS

4. **RFP (Requirements Document):** This document was presented and attached as Exhibit B within these minutes.

NEW BUSINESS

5. **Town Council Summary Review and Presentation:** The majority of this meeting time was devoted to reviewing the IAAC. Final Report and the specific summary language for IAAC Recommendations. The Final Report highlighted in Exhibit C within these minutes, and each Subject matter was reviewed and discussed at this

time. All IAAC members mutually agreed on the final edits to the document. The IAAC members spent the majority of the meeting time on review of the Conclusions and Recommendations. The Committee did reach the following conclusions and made recommendations:

1. The Island Avenue School Building and Land's fate is essential to the town residents as the survey response is considered above average.
2. The land can support a new septic system that could serve up to 25 Multi-Family Dwellings or six single-family dwellings
3. Town Council is resolving the deed restrictions. Resolution of the deed restrictions is not within the scope of this Committee's work.
4. The most immediately available options considered with the lowest risk known to the Town of Madison would be the Property's sale to a user such as a private school with due consideration to timing and lease expiration.
 - **Note:** The current tenant has presented to our Committee that they are interested in purchasing the property as soon as possible. This recommendation created the most discussion because, at the time of this Meeting, there has been only one party that expressed any interest in the property and the IAAC was not aware of any additional presentations to the Town Council from other interested parties. A motion drawn by the Committee was seconded and opened for discussion related to recommendation #4. After discussion, the Committee agreed on the specific recommendation language shown above, and, as shown in Exhibit C.
5. Concurrently, the Town of Madison should proceed with a public Request for Proposal (RFP) to those who would wish to develop the Property for the limited uses of (1) Repurposing for a private educational institution, (2) Development of Single-Family housing development, and (3) Development of a Multi-Family housing development.
6. Upon receipt of proposals, the Town of Madison should engage this Committee to evaluate the bids.

6. Adjournment: Meeting Adjourned at 7:34 PM EST.

Footnote: January 5, 2020, IAAC held the last scheduled Meeting for this Committee. Since the RFP and Heirs Research tasks transferred to the Board of Selectmen at their direction, the remaining Meeting schedule is not now required.

This Committee met eighteen (18) times between February 25, 2020, and January 6, 2021, including two public information sessions. Most of the meetings were virtual due to the COVID-19 pandemic. There were no meetings from March 10 through May 19. The public sparsely attended the meetings. Additionally, the Committee made two presentations regarding our progress to the Board of Selectmen. Our initial plan was to have several Public Input Workshops, similar to the Tri-Board School Facilities Working Group, to gather public input. Unfortunately, due to the COVID-19 pandemic, we were unable to hold these public input sessions. In place of the public input sessions and the sparsely attended meetings, it was decided to issue an open-ended, not statistically significant general survey to gauge the town resident's desires for the Island Avenue Property. There was a public information Session held which presented the results of our findings.

Per our Charge, we systematically sought information from the public via the following sources

- Public comments at our meetings
- Public remarks at our Public Information Session
- Results from the online survey
- Presentations to our Committee by invited local groups

Selectman Al Goldberg was the Board of Selectman liaison to our Committee and was regularly present at meetings and public information sessions. Town Services Coordinator/Risk Manager Lauren Rhines was our staff facilitator and was present at conferences. Unless the Committee is otherwise directed, the IAAC has no additional meetings scheduled for the remainder of 2021.

Respectfully submitted,

Rich Bonnanzio

DRAFT

EXHIBIT A: AGENDA for January 5, 2021
Island Ave Ad-Hoc Reuse Committee (IAAC.)
05 January 2021 @ 6 PM,
Madison Special IAAC Meeting Notice (via ZOOM)

1. Pledge of Allegiance
2. Approval of prior minutes (December 29, 2020, Meeting Minutes)
3. Acceptance of 2020 Prior Meeting Minutes, Title Change only (Minor)

OLD BUSINESS

4. RFP (Requirements Document) Development & Review of Final Draft

NEW BUSINESS

5. Prep for January 12 BOS. Meeting Presentation
6. Public Comment (optional)
7. Adjournment

***Please Note:**

Deed Review/Deed Updates/Heir(s) Research & Closure along with Final RFP Documents are no longer included in this Committee's Charter. During this Meeting, any discussion related to Heirs Research, Deed, and the Final RFP Document is considered "for information only" with no action required unless otherwise specified.

The Town of Madison does not discriminate based on disability, and the meeting facilities are ADA accessible. Individuals who need assistance should make their needs known by contacting the Town's A.D.A./Human Resources Director Debra Milardo at (203)245-5603 or by email to milardod@madisonct.org five (5) business days before the Meeting.

EXHIBIT B: Revised RFP Requirements Document



CONFIDENTIAL REQUEST FOR PROPOSALS

Space Reserved
for TBD Agent

DEVELOPMENT OPPORTUNITY TOWN OF MADISON, CT ISLAND AVENUE SCHOOL PROPERTY

Location: 21 Island Brook Avenue, Madison CT 06443
Latitude: 41.2747835 Degrees
Longitude: -72.6005273 Degrees

Response Deadline: Friday, February 26, 2021

Scroll
Down
Menu for
Date

SUMMARY: The following information is for a Request for Development Proposals on the existing Island Avenue School property, located at 21 Island Brook Avenue, Madison, Connecticut. A brief history of this Property, filed in more detail at the Town of Madison Clerk Office, is available upon request. The Property initially owned by a former Madison Town resident subsequently deeded to the Town to construct a Madison Grammar School. This school became active in the 1950s until most recently closed due to

changing population trends and requirements. In the last two academic years, the Property was converted to a lease opportunity to a private school called OLM (Our Lady of Mercy). The Madison Town Board of Selectmen (B.O.S.) formed this Island Avenue Ad-hoc Committee (IAAC) to create the Town's best business case scenario, including continuing with the existing lease option.

The IAAC has now formed and gathered feedback from the Town residents in an initial survey. The results of the study as possibilities include the following: Private School (sell or Lease), Public School (Town of Madison), Residential Development (Single Family Homes), Residential Development (Multifamily), Residential Development (Affordable), Eldercare or Daycare Facility, Open Space (Passive, Dog Park), Municipal Use (Recreation Center, Art Center, Pool).

A risk assessment was performed on each suggested plan; for this RFP, the development of a facility for Municipal Use, Open Space, and Public is not under consideration at this time. The feedback with the highest interest is residential development or eldercare facility or other ideas similar in nature.

A design study was completed on the Property, with that Report highlighted within this request. This RFP is for the sale of the existing Property to develop specifically to the following:

- Residential Development (Single Family Homes); or,
- Residential Development (Multifamily); or,
- Residential Development (Affordable); or,
- Eldercare or Daycare Facility; or

Commercial Use is off the table for this scenario is deemed too high of a risk for Community Approvals and changes to Zoning.

REQUEST FOR PROPOSAL (DRAFT)

Island Avenue School Property

1.0 RFP INTRODUCTION & TERMS

1.1 Introduction

The Town of Madison, CT, and its real estate advisor (*T.B.D. Madison B.O.S. Approved Agent*) solicits proposals for the long-term Lease, or acquisition, to develop a 9.3-acre site portion thereof, located at 21 Island Brook Avenue, Madison, CT. The subject property is located near downtown Madison, approximately 250 feet south of Madison Green and about one block west of the Madison central business district along the Boston Post Road (US Route 1).

The Island Avenue School parcel ("Site") includes an existing 26,500 gross square feet, One (1) story main structure, several small parking areas, and vehicular access area, a basketball court, a playground, and open space. The Building was erected originally in 1955. The Building is currently leased by OLM (Our Lady of Mercy) for the 2020/2021 school year, with options for an additional year or more as mutually agreed and with lease extensions approved by the Board of Selectmen (B.O.S.). Existing Floor Plans are attached to this RFP (EXHIBIT E).

Additionally, Town Facilities performed a full building hazardous material assessment of the Building and Grounds, and Asbestos Containing Material was found within the existing Building. Both reports are available with a sample shown herein, as attachments to this RFP (Exhibit II). The site will be turned over in an "as is" condition at the time of closing. Existing building condition information and Soil Sampling/Test Pits (Exhibit IV) were developed and are available upon request. The original construction included oil-fired boilers with underground oil tanks. Those underground tanks have been removed and fully certified for clean soil with no contaminants.

The Property is described as the following: beginning at the intersection of the center of Tuxis Brook monumented west line of Island Avenue; thence, running south along the west line of Island Avenue, 280 feet, more or less, to a concrete monument marking the north end of a curve on the west line of Island Avenue; thence running west at right angles to the straight portion of Island Avenue north of the above mentioned curve, a distance of 117.92 feet, to a point which is on a line which is parallel with and 150 feet perpendicularly distant to the west from the straight portion of Island Avenue, just south of the above mentioned curve and said line extended north; thence, south along thence, north along original grantors then existing property line on the west side, 735 feet, more or less, to the center of Tuxis Brook; thence, northeast along the center of Tuxis Brook 475 feet, more or less, to the point of beginning, as more specifically described in a specific map entitled Property of Constance W. Pignatelli which was conveyed to the Town of Madison for a Public School Site, Made by K. W.

Leighton, Registered Land Surveyor, September, 1949, Scale 1 inch equals 50 feet, which map was filed with the property deed in the office of the Town Clerk at said Madison. Both of these documents are available upon request to the Town Clerk Office.

The Original Granter has the following conveyances assigned to the above Property: her heirs, executors, and administrators. In the existing Deed, stipulated that, in the event, she or they shall decide to sell and shall receive a Bonafede offer for certain land or any portion thereof adjoining the land herein conveyed and bounded and described as follows:

- Said herein parallel with and 150 feet distant to the west from the straight part of Island Avenue just south of the curve, a distance of 690 feet; thence, west at right angles to the last described course 540 feet, more or less, to the Granter's existing property line on the west side;
 - North on land herein conveyed, 117.92 feet;
 - East on Island Avenue, 690 feet;
 - South on other grounds of the Granter, 150 feet;
 - West on land herein shared, 690 feet.

As more specifically described on the map and on the Island Avenue Property Deed referred to, shall give written notice to the original Property Owner (Grantee) and its successors or assigns of said offer, and shall set forth the land for which the request was made, the name of the prospective purchaser, the price offered and the restrictive covenants to be incorporated in the Deed and that the Grantee and its successors or assigns shall have the right to purchase said land at the price offered by said prospective purchaser and subject to said restrictive covenants; provided, however, that said Grantee and its successors or assigns, shall execute, within thirty (30) days of receipt of said written notice, an agreement to purchase said land at said price, subject to said restrictive covenants and to pay said purchase price within 30 days from the date of the execution of said agreement to purchase; and provided, further, that the failure of said Grantee and its successors or assigns to either execute said purchase agreement within 30 days of receipt of said written notice or the failure of said Grantee and its successors or assigns to pay said purchase price within said 30 days from the date of the execution of said agreement shall enable the Granter, her heirs, executors, (Page 3) administrators, and assigns to accept the offer of said prospective purchaser at any time thereafter and to convey the Property described in stated offer free of any and all rights of the Grantee. As part of the consideration given for this conveyance, the Grantee, for itself and its successors and assigns, covenants with the Granter, her heirs, executors, administrators, and assigns, forever:

1. That said, the Town of Madison shall erect a public school building of one-story brick construction upon said premises herein conveyed.

2. The Town of Madison, at its own expense, shall erect and maintain a fence or hedge, not less than four feet in height, along the easterly boundary and both boundaries southerly of the conveyed premises, beginning on Island Avenue and continuing westerly; thence southerly; and thence westerly again to the west-boundary.
3. That a paved portion of the above described 280 feet on Island Avenue shall not exceed 75 feet in width and that said paved area shall be marked by suitable stone or brick posts on Island Avenue.
4. The Town of Madison shall preserve and maintain the grand fir or spruce tree located at the northeasterly end of said premises herein conveyed unless the displayed tree's death or disease shall make its removal necessary or advisable.
5. That said, Grantee shall not remove, destroy or damage the row of Abor-vitae trees and the various shrubs located along the south side of Tuxis Brook, without the written permission of the Granter, her heirs, executors, administrators, and assigns, unless the death or disease of said trees or shrubs shall make such removal necessary or advisable.
6. That said premises herein conveyed shall not be used for industrial or commercial purposes at any time, nor shall said premises be used for an institution for the insane e.t any time.
7. That in the event the Town of Madison or its successors or assigns shall decide to sell any part or all of the lands now conveyed and shall receive a bona fide offer for the same, it or they shall give written notice the Granter, or her heirs, executors, administrators and assigns., similar to the information provided for in the paragraph commencing on Page 2 hereof, and the Grantor, or their heirs, executors, administrators or assigns shall have the right to purchase said land herein conveyed under the identical terms and conditions set forth in said paragraph commencing on page 2 hereof concerning the request of said Grantee or its successors or assigns to purchase the land described in said paragraph commencing on page 2.

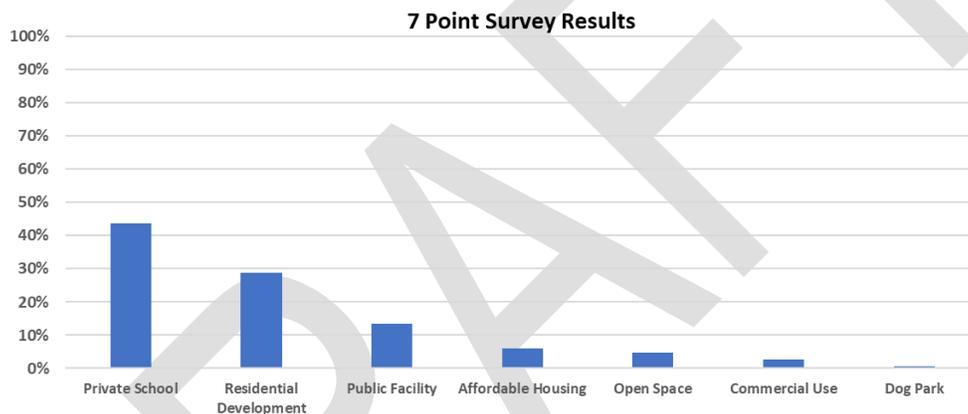
Any of the above covenants may be released by the Granter, her heirs, executors, administrators, and assigns by the execution of a written release at any time. However, provided that, in the event, any one-off said covenants herein before undertaken by said' Grantee and its successors and shall be held invalid or unenforceable, the remaining covenants shall remain valid and enforceable against declared Grantee and its successors and assigns.

The location of the subject property has excellent access to existing shopping, dining, and entertainment options. It is easy to reach by way of the downtown street network, the interstate highway (I95), and rail. Sidewalks exist around the subject property with walking access to all directions.

This Parcel has been the subject of many town meetings and discussions. The Town of Madison commissioned a visioning Island Avenue Ad-Hoc (IAAC) to obtain feedback on what solution would make the most sense for the subject property (see attached Exhibit V). As a result of their involvement, the following issues were considered "ideal":

1. Private School (sell or Lease)
2. Public School (Town of Madison)
3. Residential Development (Single Family Homes)
4. Residential Development (Multifamily)
5. Residential Development (Affordable)
6. Eldercare or Daycare Facility
7. Open Space (Passive, Dog Park)
8. Municipal Use (Recreation Center, Art Center, Pool)
9. Commercial (Light Industrial, Retail, or Office)

The Seven (7) Major areas or points that resulted from the survey shown below:



Please note: The Town will be interested in all development options

Additionally, to encourage economic development, the Town of Madison has long been involved in discussions and preliminary investigations regarding the possibility of providing alternative systems to meet the wastewater demands in the central business district. Suppose it could prove to be mutually beneficial to both parties. In that case, the Town of Madison is interested in exploring the potential for a public-private partnership to construct a wastewater treatment facility with sufficient capacity to serve the proposed development along with other properties within Madison Center.

The Town of Madison intends to include the residents of the Town in the selection process. A shortlist of selected recipients will have their proposals viewed by the Town at a Town Forum.

This Request for Proposal (RFP) is to provide responding firms ("Respondent(s)") with sufficient information to respond to this Request for Proposal to purchase, or Lease, the Project Site, or portion thereof, from Madison, CT and develop the Island Avenue School site project as Madison's development partner (the "Developer").

Any additional information about The Town of Madison may be obtained by visiting the website at www.madisonct.org

1.2 RFP Terms and Conditions

Respondents acknowledge that the Town of Madison reserve the right to accept or reject, at their sole discretion and without any explanation, all qualifications furnished in response to this RFP. The Town of Madison and (T.B.D. Madison B.O.S. Approved Agent) are not obligated to accept any proposal package from any Respondent.

1.3 Response Instructions

Response Date

Responses to this RFP must be filed no later than noon Eastern Time on Thursday, December 31, 2020 and submitted to:

Name, Title

(TBD. Madison B.O.S. Approved Agent) International

Address 1

Address 2

Telephone Number: xxx-xxx-xxxx

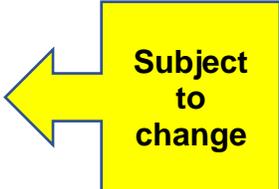
Email address

***Please note, late responses will not be accepted.

Selection Timetable

The following dates are tentatively scheduled for the selection process but are subject to adjustment at The Town of Madison's discretion:

Date(s)	Description
7-Jan-21	Recommendation from Island Avenue Committee to submit an RFP to potential bidders.
13-Jan-21	Board of Selectmen vote to adopt recommendation of Island Avenue Committee to submit an RFP, and direct _____ to develop and publish an RFP.
15-Feb-21	RFP published.
16-Mar-21	RFP responses due and opened.
29-Mar-21	Summary of the proposal published; proposals made available for public inspection.
April (second week)	Workshop to allow proposers to present their concepts/explain the proposal.
April (last week)	Public hearing to solicit public input.
May/June	Due diligence period to review proposals; explore viability thereof, etc.
June __, 2021	Second public hearing.
July __, 2021	Board of Selectmen vote to adopt the preferred proposal.
July-August	Negotiation period and drafting of contracts. Board of Selectmen vote to approve contract subject to Town Meeting/Referendum approval;
13-Sep-21	Board of Selectmen also authorizes preparation and dissemination of concise explanatory text questions for submission to a referendum.
27-Sep-21	Town Clerk submits explanatory text for approval by Town Attorney.
4-Oct-21	Board of Selectmen notices a Town Meeting for October 14, 2021, to adjourn to the referendum question.
18-Oct-21	Notice of Referendum published in newspapers.
18-Nov-21	Referendum.



Subject to change

Notification

All Respondents shall be notified in writing of the Town of Madison's decision.

1.4 Confidentiality and Ownership

This RFP is confidential and proprietary to the Town of Madison and (T.B.D. Madison B.O.S. Approved Agent) International, and (T.B.D. Madison B.O.S. Approved Agent) reserves the right to recall the RFP in its entirety or part. Each Respondent cannot and agrees that it will not duplicate, distribute or otherwise disseminate or make available this RFP or the information contained herein (other than that already existing within the public domain) without the express written consent of the Town of Madison and (T.B.D. Madison B.O.S. Approved Agent) International. Notwithstanding the previous, each Respondent may make this RFP available to those employees who need to know its contents to participate in preparing each Respondent's proposal in response to this RFP. Each Respondent's response to the RFP, including, without limitation, all work product and related documentation submitted with the answer to the RFP (collectively, "Work Product"), shall be retained by The Town of Madison and (T.B.D. Madison B.O.S. Approved Agent).

1.5 Incurred Costs

Neither The Town of Madison nor (T.B.D. Madison B.O.S. Approved Agent) is not responsible for any Respondent's costs for any act or undertaking in responding to this RFP.

1.6 Disclaimer of Warranties

The Town of Madison and (T.B.D. Madison B.O.S. Approved Agent) disclaims any express or implied warranty regarding the accuracy or sufficiency of any information, drawing, plans, specifications, and other material furnished Respondent in connection with this RFP.

1.7 Notice to (T.B.D. Madison B.O.S. Approved Agent)

Suppose any Respondent, after having received and reviewing this RFP, elects not to respond for whatever reason. In that case, the Respondent is requested to notify (T.B.D. Madison B.O.S. Approved Agent) of their intention to decline the invitation as soon as possible, but no later than seven (7) days after receipt RFP.

2.0 BASIC TERMS & CONDITIONS

2.1 Overview of Terms & Conditions

The successful Respondent will enter into a Letter of Intent with The Town of Madison that will set forth the transaction's fundamental terms and conditions, followed by a lease (if chosen) for the Project Site further detailing and memorializing the transaction terms. The terms & conditions included in this RFP are intended to serve as guidelines to assist Respondents in developing proposals that best reflect The Town of Madison's priorities for the transaction.

2.2 Transaction Priorities

The economic value of the transaction is a priority for the Town of Madison. However, in addition to the transaction's financial aspect, The Town of Madison is especially interested in how the transaction can further its mission by providing partnership opportunities or other meaningful benefits to Madison's Town. Respondents should specify how their proposal will provide any of the following: Consistency with residents input on the potential use:

- Opportunities to save the existing shell of Island Avenue School
- Economic benefits to local businesses;
- Other quality of life benefits to The Town of Madison, consistent with the Plan of Conservation & Development Plan

2.3 Transaction Structure

Overall Structure: The Town of Madison is open to all types of transaction structures. All viable options will be considered. Possible options are described below, but other potential designs that maximize the Town's assets and benefit the taxpayers long term shall be considered. Respondents should propose all suggestions:

Ground Lease / Project Site: The Town of Madison will consider proposals for the long-term, the pre-paid ground lease of the Project Site, with a preferred term of seventy-five (75) years or less. The proposed ground lease must not be subordinated to any Project financing; The Town of Madison's ownership of the underlying fee interest must not be jeopardized in any way by the transaction.

Disposition: The Town of Madison will consider the complete nature of the entire site or portion. The disposition price will be guided by fair market value and the best value offered by the respondents. The developer will assume the site "as is." Any remediation costs will be the responsibility of the developer. Copies of existing environmental survey reports will be made available to the shortlisted developers.

Building(s): For this primary component of the Project, it is anticipated that the successful Respondent will be responsible for designing, financing, constructing, marketing (if/as applicable), operating, and maintaining the Building(s). The Respondent will also bear primary responsibility for completing the regulatory approvals and permits required to construct the Building(s). Still, The Town of Madison will assist as appropriate during this process. The Respondent will own the Building(s) for the lease term, which ownership will revert to The Town of Madison upon expiration of the Lease if accepted.

- Other Structure or variation of any of those conceptually described above.
- Potential PILOT (payment instead of Taxes) structures.

2.4 Zoning:

The Property located within the Downtown Village District. Development proposals should adhere to the guidelines contained within these

respective district regulations. Additionally, the proposals should be consistent with the Plan of Conservation & Development. The Property is located within an R-2 residential zoning district; however, during the public outreach process, the Planning & Zoning Commission expressed interest in considering more intensive mixed-use development for the Property. Development proposals need not adhere to the residential district regulations; however, responses shall include a statement summarizing possible regulation amendments necessary to facilitate the Project.

SUBMISSION REQUIREMENTS

Proposed Development of the Parcel

Please provide information in the form of graphics (Site Plans, Floor Plans, Elevations; Conceptual) and accompanying narrative relative to your planned development. Information should include, but not limited to, the following:

- Proposed uses o % of Parcel to be developed o % of Parcel to remain "open space" o Residential _____ SF o Commercial (Type)_____ SF Mixed Use (% of each)
- Community Facility (if part of the proposal) o Other Uses
- Creative thoughts towards the Property, e.g., innovative deal structure, planning/design, schedule/phasing, etc.
- Sensitivity to surroundings, i.e., provides context diagrams, including historical/cultural references, local infrastructure, etc.
- Sustainability measures (proposed LEED program, if applicable)
- Any Zoning Modifications required to meet with the proposed development (The Town is committed to working with the selected developer on any zoning modifications needed).

Respondent's Proposed Team

Please provide a list of proposed development team members who would assist the Respondent in implementing the Project. Please include at a minimum: Architect, prominent Consulting Engineers, Environmental consultants, Construction Manager (note any legal and or financial ties to the Respondent), and Legal Counsel.

Letter of Intent

Please provide a proposed Letter of Intent/Term Sheet describing the proposed transaction's fundamental deal points. Include at a minimum in the proposal:

- Summary of transaction economics;
- Rent payment schedule; Alternatively, PILOT program details
- Schedule of deposits;

- Term of ground lease (if applicable) and a schedule of payments, including initial upfront monies
- Schedule of Project implementation;
- Guarantor of the ground lease;
- Outline of Respondent/Madison responsibilities during project delivery; -Specific responses to Madison's priorities and particular preferences outlined above; - Any modifications proposed to the Project's development program or configuration.

Credit References

- Financial Statements (un-audited, at this time)
- Letter of interest from Lender for Development & Construction Loan – acknowledging the loan request's general economic parameters specific to this Project. What is the probable range of lending? How much equity versus debt will the developer be required to carry? How will the construction loan proceeds generally be advanced, i.e., equity, debt, pari-passu basis, etc.?
- Include borrowing history with each lender; note any defaults, late payments, judgments, etc.
- Venture structure, including JV participants and respective roles (financial), list all proposed institutions.
- Consent of Surety letter (for Payment & Performance Bond) if the Respondent is also the builder and self-performing any significant portion of the work.
- If the Respondent is the builder, describe the Sub-Contractor Default Insurance program – what is the "loss" history.
- Describe any Public/Private partnerships and the financial Structure.
- Provide details of any project undertaken with a PILOT (Payments instead of Taxes) program – note defaults and late payments, as well as term and amounts.
- Lien history on projects due to late payments
- Describe prior completion guarantees - are the guarantors part of the Respondent's present team; were there any issues.

Litigation History

Please provide a summary of any litigation activities your firm was involved in within the last five (5) years-noting the disposition of each action.

Additional Information

Please provide any additional information that The Town of Madison and (T.B.D. Madison B.O.S. Approved Agent) should consider when evaluating the Respondent's proposal.

Selection Criteria

- Financial qualifications of proposed developer/lessee
- The economic benefit to The Town of Madison

- Responsiveness to other The Town of Madison priorities
- Other proposed terms

PROPOSAL SCHEDULE & COMMUNICATIONS

The Proposal Agent shall submit eight (8) complete copies of their qualifications to (T.B.D. Madison B.O.S. Approved Agent)' office on or before Friday, February 26, 2021



("Deadline Date") to:

Name
Title
(TBD. Madison B.O.S. Approved Agent) International
Address 1
Address 2
Telephone: (xxx) xxx-xxxx
Email: [Name@\(T.B.D. Madison BOS Approved Agent\).com](mailto:Name@(T.B.D. Madison BOS Approved Agent).com)

***Please also provide an electronic version of your complete qualifications on a CD/thumb drive or an email-able PDF document.

Please direct all questions in **writing** to:

Name
Title
(TBD Madison BOS Approved Agent) International
Address 1
Address 2
Telephone: (xxx) xxx-xxxx
Email: [Name@\(TBD Madison BOS Approved Agent\).com](mailto:Name@(TBD Madison BOS Approved Agent).com)

Note: List of RFP Exhibits are attached in prior meeting minutes.

EXHIBIT C: Island Avenue Future Use Committee (Ad Hoc) Final Report (Unofficial Copy)

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1. Overview

1.1. Executive Summary

The Property containing the Island Avenue School was vacated by Madison Public Schools in June of 2019 with the closing of the school and re-alignment of the Madison Public School District. The Property and building have been occupied via lease since the closure by the Our Lady of Mercy Preparatory School (OLM Prep). To facilitate the disposition of the Property, the Board of Selectmen stood up this Committee which first met on February 25 2020.

The Ad-Hoc Island Avenue Future Use Committee (IAAC) was tasked via Charge:

- "The Committee shall consider and recommend possible uses for and/or disposition of the Island Avenue School Building and associated land. Such use may include municipal use, sale, or leases of all or portion of the building or land, but exclude use as a public school in the Madison Public School District. The Committee should consider the financial impact to the Town including the potential costs, revenue opportunities, and overall economic benefits to the Town as part of its recommended possible uses."

While the task that this Committee was charged with has been completed, we unanimously believe that our job is not complete. *The models used for analysis of the various options are based on assumptions that still need to be validated with information that would be contained within submitted proposals. We desire to advise the Board of Selectmen based upon validated models that have been revised to reflect the submitted proposals.*

1.2. Conclusions and Recommendations

The Committee has reached the following conclusions and makes recommendations:

1. The fate of the Island Avenue School Building and Land is important to the residents of the town as the response to the survey was considered above average.
2. The land can support a new septic system that could service up to 25 Multi Family Dwellings or 6 single family dwellings

3. Town Council is resolving the deed restrictions. Resolution of the deed restrictions is not within the scope of this Committee's work.
4. The most immediately available of the options considered with the lowest risk available to the Town of Madison would be sale of the Property to a user such as a private school with due consideration to timing and lease expiration.¹
5. Concurrently, the Town of Madison should proceed with a public Request for Proposal (RFP) to those who would wish to develop the Property for the limited uses of (1) Repurposing for a private educational institution, (2) Development of a Single-Family housing development, and (3) Development of a Multi-Family housing development.
6. Upon receipt of proposals, the Town of Madison should engage this Committee for guidance in the evaluation of the proposals.

.Responsibilities and Process

1.3. Official Charge

The Official Charge from the Board of Selectmen to the Committee is as follows:

Charge

- The Committee shall consider and recommend possible uses for and/or disposition of the Island Avenue School Building and associated land. Such use may include municipal use, sale, or leases of all or portion of the building or land, but exclude use as a public school in the Madison Public School District. The Committee should consider the financial impact to the Town including the potential costs, revenue opportunities, and overall economic benefits to the Town as part of its recommended possible uses.
- As part of its deliberations, the Committee should consider the following:
 - Hold public workshops/input sessions to evaluate public opinion, develop feasible options, and determine the financial impact to the public
 - Conduct a public opinion poll to gauge community preferences
 - Consult with appropriate town employees, boards and commissions, governmental agencies, and outside consultants to assist in developing recommendations
 - Co-ordinate with any town strategic planning and or facility planning initiatives
 - Request the Board of Selectmen to solicit RFPs for possible development of building and/or land, if determined to be appropriate

Committee Meetings

- The Committee shall meet as required to fulfill their Charge. Meetings will be noticed and include time for public comment as a standing agenda item.

Committee Composition

- The Committee shall consist of seven members (a quorum will consist of four members) as determined by the Board of Selectmen.

Committee Timeline

- The Committee shall provide a preliminary report to the Board of Selectmen by March 15, 2019 and a final recommendation to the Board of Selectmen by the first Board of Selectmen meeting in June 2020

¹ The current tenant has presented to our committee that they have interest in purchasing the property as soon as possible.

Membership

Rich Bonnanzio
93 Devonshire Lane
Madison, CT 06443

Jason Brown
531 Green Hill Road
Madison, CT 06443

Phil Chamberlain*
362 Durham Road
Madison, CT 06443

Graham Curtis – Chair
60 Devonshire Lane
Madison, CT 06443

Athena Nomikos
104 Randi Drive
Madison, CT 06443

Joe Paradiso
25 Lenore Drive
Madison, CT 06443

Barbara Resnick
53 Old Farms Road
Madison, CT 06443

**Note the Mr. Chamberlain attended two meetings and then resigned from the Committee without replacement.*

1.4. *Description of Meetings*

This Committee met a total of 17 times between February 25 2020 and January 6 2021 including two public information sessions. Most of the meetings were virtual due to the COVID-19 pandemic. There were no meetings from March 10 through May 19. The meetings were sparsely attended by the public. Additionally, the Committee made two presentations regarding our progress to the Board of Selectmen.

Our initial plan was to have a number of Public Input Workshops, similar to the Tri-Board School Facilities Working Group, to gather public input. Unfortunately, due to the COVID-19 pandemic we were unable to hold these public input sessions. In lieu of the public input sessions, and in consideration of the sparsely attended meetings, it was decided to issue an open-ended, not statistically significant public survey to gauge the town resident's desires for the Island Avenue Property. There was a public information Session held which presented the results of our findings.

In accordance with our Charge we systematically sought information from the public via the following sources

- Public comments at our meetings
- Public comments at our Public Information Session
- Results from the online survey
- Presentations to our Committee by invited local groups

Selectman Al Goldberg was the Board of Selectman liaison to our Committee and was regularly present at meetings and public information sessions. Town Services Coordinator/Risk Manager Lauren Rhines was our staff facilitator and was present at meetings.

2. Method and Findings

2.1. Method

Per the Charge, the Committee considered all uses of the Property except as a public school. The public survey was used to inform our decision making and provide options which were acceptable to town residents. The survey was open-ended; asking residents what they would want done with the Property and why. The Committee also commissioned a septic feasibility study, performed by Thomas A. Stevens & Associates, Inc. of Madison. The purpose of the feasibility study was to give another decision-making data point. The survey and the results of the septic feasibility study were then combined to result in feasible options that were favored by town residents. Finally, a decision matrix was used so those feasible options would be ranked in order of most desirable to least desirable.

2.2. Decision Matrix/Evaluation of Solutions

Table 1 shows the results of the decision matrix. The four highest ranking choices are as follows:

- Sell the Property to Our Lady of Mercy Preparatory School
- Sell the Property to a developer for Multi-Family Community
- Sell the Property to a developer for a Single Family Community
- Lease the Property to Our Lady of Mercy Preparatory School

Table 1: Decision Matrix Results²

	Sell to OLM	Sell to Developer for Multi-Family	Sell to Developer for Single Famil	Lease Property to OLM	Sell to Developer for Affordable Housing	Dog Park	Open Space	Public Facility	Commercial Use
Overall Rating	3.22	2.10	2.53	2.67	1.58	1.94	2.14	1.78	1.26
Resident Satisfaction	3.83	2.50	3.67	3.33	1.50	1.67	1.50	1.83	0.67
Risk	1.33	3.17	2.67	1.83	3.00	1.67	1.17	2.67	4.00
Reward	3.50	3.33	3.17	2.67	2.00	0.83	0.67	1.67	2.67
Public Safety Concerns	1.00	2.50	1.50	1.67	2.83	1.50	1.00	2.17	3.67

² Results subject to change subject to information obtained from issues RFP