

**Park Commission Meeting
October 29, 2007**

Present: Sue Cann, Mike Interbartolo, Bob Christiansen, Bill Gardiner, Robert Garrity, Nick Gove, and Joan Bell

I. Mount Hood Report

a. 1 Mill Rd

Susan Murphy, Chair of the Conservation Commission, and Matt Pescie, Chair of the Conservation Commission's Open Space Committee, updated the Park Commission on the status of 1 Mill Road. Further, the Conservation Commission asked the Park Commission if they were interested in partnering on purchase of this parcel. The approximately four acres parcel abuts Mt. Hood to the west of First Pond and south of Philip Circle. The access road to the property is unpaved and owned by the Conservation Commission. The Conservation Commission identified the following benefits of purchasing this property:

- Protect the wetlands that make up roughly 40% of the property
- Expand and increase access to the existing trail systems throughout the area
- Protect the First Pond storm water drainage area

The property went on the market in April of 2007 with an asking price of \$750,000. The price has since been lowered to \$495,000. The Conservation Commission has been working with the Trust for Public Land to get a grant from the state that would cover 60% of the purchase price. The Trust for Public Land made an offer of \$300,000. The Conservation Commission is asking the Park Commission if they are willing to split the remaining 40% plus demolition and clean-up; approximately \$170,000 (\$85,000 each).

Mike Interbartolo stated he felt the property was already protected under the existing Wetland Protection Act and Park Commission interest in the property would be an additional, possibly unnecessary, protective measure. Bob Christiansen agreed. Further, the Park Commission did not feel the site was suitable for a ball field to the drastic elevation changes and existing wetlands.

The Park Commission determined they did not have interest in a partnership at this time. However, the Commission would like to be kept informed if the situation should change.

b. Mt. Hood RFP

The Sub-Committee (Mike I., Bill Gardiner and Nick) met before the meeting to determine if the three proposals were qualified bidders. Proposals were submitted by:

- Turf Specialist, LLC, Stow, MA
- RDC Golf Group, Inc., Monroe Township, New Jersey
- Mass. Golf Management, LLC, Hudson, New Hampshire

All three proposals were submitted on time and appear to meet the minimum requirements. The City Auditor will inspect the financial documents and determine if the proposals have met the

minimum criteria. The Price Proposals will not be opened until the Technical Evaluation is complete.

Motion: By Mike Interbartolo to accept proposals from Turf Specialist LLC, RDC Golf Group, Inc. and Mass. Golf Management, LLC subject to the Auditor's review.

Second: Bob Christiansen

Vote: Unanimous

Nick will contact the industry references and the Auditor will contact the financial references. Note: Patrick Dello Russo later determined it was not necessary to contact the financial references because the RFP document clearly identified what information must be included in the proposal.

The Commissioners will review the Technical Proposals (non price) and e-mail Nick by Thursday, November 1 with any questions they might like to have asked during the reference checks.

Nick and Mike will attempt to visit an RDC Golf Group, Inc facility this weekend. Note: The closest RDC facility is in New Jersey. Nick and Bob will visit several Turf Specialists, LLC and Mass. Golf Management, LLC facilities on October 31 and November 1.

The RFP schedule was revised as follows:

- Proposal Interviews: Nov. 6, 2007; 5:00 PM, 6:30 PM and 8:00 PM.
- Technical Evaluation: Nov. 7, 2007, 7:00 PM
- Price Proposal Evaluation: Nov. 13, 2007, 7:00 PM
- Vote to Award: Nov. 14, 2007, 7:00 PM (regularly scheduled meeting)

Note: All of the abovementioned meetings will be held at the Mount Hood Clubhouse. All these meetings are open to the public.

Patrick Dello Russo will provide a summary of his evaluation by Nov. 13, 2007.

Robert Garrity distributed excerpts from the Inspector Generals manual to inform the Commission on how the process should proceed. He also provided each Commissioner with a copy of the evaluation criteria to be used in the formal evaluation. Mr. Garrity recommended the Commission use the evaluation worksheet provided when reviewing the proposals. Mr. Garrity will be present during the interviews and will facilitate the Technical Evaluation on November 7, 2007.

Motion: By Mike Interbartolo to adjourn

Second: Bill Gardiner

Vote: Unanimous