

Horizon For Youth Reuse Committee

Sharon, Massachusetts

Meeting of December 16 2008



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In Attendance: Mike Bossin, Gary Bluestein, Marc Bluestein, Glenn Allen, Jay Bronstein, Jerry Saphire, Lauren Hyman

- 1: 8:00 **Meeting called to order** by Chairman Michael Bossin
- 2: 8:05 **Minutes of November 25** —
Motion to approve the minutes of November 25, as written, was made by Jay Bronstein and seconded by Marc Bluestein. All present Committee members voted in favor with Jerry Saphire and Lauren Hyman abstaining.
- 3: 8:10 **Presentation** —
According to Gary Bluestein, The Binah School cancelled their presentation for tonight's meeting due to change in Directors. He said that he would try to contact them to see if they are still interested in doing a presentation in January 2009. This is in regard to a start-up in 2010 of a Jewish school for girls with occupancy of the Horizon Administration building.
- 4: 8:15 **RFP** —
Mike Bossin emphasized the importance of preparing an RFP for long-term usage of the Horizon and suggested that everyone should go on-line under the "Town of Sharon" and open the Wilbur school RFP to use as a guideline / boilerplate in preparation of Horizon's RFP. He also added that the criteria and checklist on the Wilbur RFP documents could be adaptable for Horizon's RFP.

Jay Bronstein and Gary Bluestein will work together to taking a stab in writing the Horizon's RFP introduction. Although Mike Bossin thought this to be a good idea, he challenged each Committee member to take a portion of writing the RFP.

Mark Bluestein

- Site Presentation
- Environmental / Traffic / Parking

Mike Bossin

- Use / Type / Inventory / Exclusive / Seasonality

Glenn Allen

- Access / Community Involvement
- Partnership / Relationship
- Management

Jerry Saphire

- Experience of Respondent (resume)
- Financial Status

Gary Bluestein

- Improvements / Plans
- Term
- Lease \$\$

Lauren Hyman

- Maintenance

When the RFP are submitted each individual is responsible for his or her own score, which will later be consolidated into one RFP document scorecard.

There are four levels of criteria that needs to be created for each category listed above and later scored, using the guideline below as an example for each category. Each Committee member is to bring the description for their assigned category to the next Committee meeting for discussion. Also, everyone is to keep in mind that the target date for the final RFP approval is end of March early April with a final approval needed at the May Town Meeting:

EXAMPLE

Category	Highly Advantageous	Advantageous	Not Advantageous	Unacceptable
Lease Price	Highest Rate w/ Escalators	Advantage <w/ Escalators	Lowest / No Escalators	Below Minimum

5: 9:25 **Meeting Calendar** —

The Committee will continue to meet on Tuesdays at 7:30 pm at the Sharon Community Center - 2nd floor.

January 6 – RFP scorecard discussion

January 20

8: 9:30 **Motion to Adjourn** —

Jay Bronstein motioned and Glenn Allen seconded to adjourn the meeting. All present Committee members voted in favor.

Respectfully Submitted

Gary Bluestein

/Micki Baker