

**City of Salem Massachusetts  
Executive Session Meeting Minutes**

<b>Board or Committee:</b>	<b>Redevelopment Authority, Regular Meeting</b>
<b>Date and Time:</b>	<b>Monday, November 13, 2019 at 6:00 PM</b>
<b>Meeting Location:</b>	<b>98 Washington Street, First Floor Conference Room</b>
<b>SRA Members Present:</b>	<b>Chair Grace Napolitano, Gary Barrett, David Guarino, Dean Rubin</b>
<b>SRA Members Absent:</b>	<b>Russ Vickers</b>
<b>Others Present:</b>	<b>Tom Daniel – Director of Planning and Community Development Kathryn Newhall-Smith – Principal Planner</b>
<b>Recorder:</b>	<b>Colleen Brewster</b>

Chair Napolitano calls the meeting to order. Roll call was taken.

### **Executive Session**

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1. To review the submittals to the Request for Qualifications for the redevelopment of real property located at 32-34 Federal Street and 252 Bridge Street, Salem, MA because an open meeting may have a detrimental effect on the negotiating position of the public body.

Rubin: Motion to request an Executive Session.  
Barrett, Guarino, Chair Napolitano, Rubin. Passes: 4-0.

The SRA entered executive session at 6:50PM.

Ms. Newhall-Smith presented a draft evaluation criteria matrix and she used the Salem Jail as a model. Mr. Daniel stated that in their evaluation ranked the development teams, not with a points system, but with a highly advantageous, advantageous, and non-advantageous, which provides more flexibility. This evaluation is also more extensive and more detailed than 5 Broad Street. Mr. Daniel stated that Mr. Vickers thought the RFP was overwhelming and complicated, which he can understand, but he also acknowledges that Mr. Vickers didn't have the benefit of having the narrative to accompanying the matrix.

Mr. Rubin thought the two categories related to the public aspect, revitalizing the downtown and the public realm are closely associated with increasing vitality in the area, as well improving the walkability and removing the existing slip lane from Bridge to Washington Street.

Ms. Newhall-Smith stated that her approach was to include all the items the SRA and community cared about, which led to the length and level of detail in the matrix. There's a lot of pressure for this project to be highly transformative and advantageous. Mr. Guarino noted that he didn't agree with Mr. Vickers and he wants to make sure nothing was missed in the final RFP. It will help them decide what is more advantageous now that he knows what they are looking for. Mr. Barrett noted that he didn't find it overwhelming, it has just enough detail to show what they want. Any criticism would be that the development teams didn't know the details of what they wanted. Mr. Daniel stated that not all RFP's will be highly advantageous in all categories. Chair Napolitano agreed that it was

thorough not overwhelming, and it will be helpful when evaluating the proposals. She commended Ms. Newhall-Smith on her excellent evaluation criteria matrix.

Mr. Guarino stated that he also wants to look at the housing aspect again, if the criteria for highly advantageous remains at the drafted 10% and 60% AMI, then none of the developers will be able to achieve “highly advantageous” and the SRA could be setting themselves up to say that the developers are just okay on housing. It could mean an adjustment in the wording. Mr. Daniel noted that St. Joseph’s has been tough even with expected subsidies through historic tax credits and HDIP program. Mr. Rubin replied that he will provide a full slate of comments soon.

Mr. Rubin asked if they should provide feedback to Mr. Daniel on the RFP since there won’t be a meeting in between. Mr. Daniel replied that they want it to go out before the December meeting. Mr. Guarino asked if it could review it outside of a public meeting and Ms. Newhall-Smith can track the changes from each Board member. Mr. Daniel replied that relatively small comments can be collected and incorporated if he feels they are appropriate. Ms. Newhall-Smith stated that she will send out the RFP to the Board for comment. There are a few missing pieces of information she and Mr. Daniel are working to resolve.

Ms. Newhall-Smith stated the photos of the structures can be used in the RFP but if the developer or a third-party wants to use them for marketing or similar, they need to go to the photographer. The photos will be owned by the City but aren’t licensed for private use; however, the photographer can use them in their portfolio. Mr. Rubin stated that they should be clarified who can use and have control over the photos in their agreement.

Guarino: Motion to adjourn the Executive Session.  
Seconded by Barrett. Passes: 4-0.

The SRA adjourned the Executive Session at 7:15PM.

Chair states that the Open Session will not reconvene at the conclusion of the Executive Session.

## **Adjournment**

Guarino: Motion to adjourn the meeting.  
Seconded by: Rubin. Passes 4-0.

Meeting is adjourned at 7:20PM.

Know your rights under the Open Meeting Law M.G.L. c. 30A §18-25 and City  
Ordinance Sections 2-028 through 2-2033.