

Present

Bilal Ansari, Charles Bonenti, Kim Burnham, Van Ellet, Cheryl Shanks, Cathy Yamamoto (chair)

Also present: Jaime Bairstow, Willinet (live).

Business

1. The minutes of the July 10 meeting were approved.
2. Updates on sites
 - A. 59 Water Street: no news.
 - B. Photec: no news.
 - C. Cable Mills: no news.
 - D. Main St: The fire department is now looking at the Lehovic property, next to the former Agway. It contains 5 or 6 buildings, rented to lower-income households. If the FD bought and built there, we might have less lower-income rental housing and more families on wait lists.
3. Hiring a consultant: the letter
 - A. Identifying names and mailing addresses for our initial solicitation
 1. Charles gathered six resumes (Dave Christopolis, Pittsfield; Jaye Fox, North Adams; Timothy Geller, Stockbridge; Howard Henward, Hillsdale; Paul Lischetti, Florence; James Scalise, Pittsfield), and more might come in.
 2. Some we don't need resumes for (Caleb, Women's Institute)
 3. Some we need contact information for (John Ryan, national builders)
 4. Charles will create the list of names and addresses: updates and corrections should be sent to him before next meeting.
 - B. Customizing the letter's content
 1. Priorities given scarcity
 - a. We can use all help, including administrative coordination
 - b. If we are assuming scarcity, at this moment it looks like we would first forego administrative assistance, and next forego soliciting local opinion, since both are things we could do if we need to; what's left is technical services.
 2. The letter should make clear that, in essence, the consultant will enable us to understand the population we serve, identify and evaluate the best site(s), and advise us on financing and engineering constraints, which altogether will allow us, with their assistance, to draft an RFP for site development.
 3. Bilal and Cheryl will draft an initial letter and circulate it to the committee before the next meeting.
4. Tasks before next meeting
 - A. All names and addresses of possible consultants should be given to Charles
 - B. Bilal and Cheryl will write a draft letter and everyone will edit it
5. New business: Cathy will stay chair and Cheryl will stay secretary, but we will revisit these appointments periodically (maybe one or two times a year).

Next Meeting: Tuesday, August 7, 7:00 pm, Town Hall