

TOWN-OWNED PROPERTY MANAGEMENT BOARD

Meeting of Tuesday, September 13, 2011

The two most significant responsibilities of the Town-owned Property Management Board or TOPMB are: the repair and maintenance of the Wharf in Five Islands and leasing the Wharf. The TOPMB met on September 13 to start the processes of obtaining bids for structural repairs to parts of the Wharf under the Love Nest and the Bait Building and to obtain bids for a new three year lease starting on February 1, 2012. Because of the importance of these two responsibilities, I have decided to attend the Board's meetings for the next several months and report them to my Selectmen's Meeting Mailing List.

For the repair project, funding was approved at Town Meeting in June. The TOPMB has had Pine Tree Engineering prepare design specifications and a statement of work. The TOPMB agreed on the wording of a notice to be published in the Times Record requesting bids. Bids will be due on October 17. Bids will be opened at a meeting at 4 PM on Tuesday, October 18 with work to commence shortly thereafter.

The wharf is currently leased to Five Islands Lobster Company which operates both a retail food business and a wholesale lobster and bait business at the wharf. The Company began a new three year lease in February 2007. In 2010, this lease was renewed for two years ending in January 2012, by mutual agreement of the two parties. By Town ordinance, the TOPMB cannot commit the Town to a lease for longer than a total of five years.

The TOPMB is reviewing the language of present to see if any changes are needed. It is also considering what information and supporting documentation to require of bidders and what criteria will be used in making a selection. It expects to post a request for bids in mid-November with bids to be due at the beginning of January.

Prepared by Rick Freeman