



OLD TRAIN STATION COMMITTEE

Clifford J. Hurgin Municipal Center
1 School Street, Bethel, CT 06801 (203) 794-8514

MINUTES OF MEETING

Friday, July 9, 2010 - 11:00 a.m.
Clifford J. Hurgin Municipal Center - Meeting Room "A"

PRESENT: Bob Kozlowski, Rich Straiton,
Frank Ventrella, Steve Palmer

ABSENT: Andrew Morosky

Finalization of Proposal Reviews: A Lessee for the Old Train Station

Frank Ventrella called the Meeting to order at 11:04 a.m.

Frank Ventrella made a motion to approve last meetings minutes and Steve Palmer seconded it. Vote, all in favor, motion unanimously approved.

After a long discussion and evaluation the committee documented their findings in the attached draft letter of recommendation. Steve Palmer made a motion, which was seconded by Bob Kozlowski to forward the recommendation for the proposal of Bethel Cycle to renovate and occupy the Old Train Station to the Board of Selectman. The Vote was all in favor and the motion passed 4 - 0 (Andrew Morosky was not present and did not vote).

As there was no further business before the Committee, Frank Ventrella made a motion to adjourn the meeting at 12:15 p.m., which was seconded by Rich Straiton. Vote, all in favor, motion unanimously approved.

Respectfully submitted,

Frank N. Ventrella, Purchasing Agent

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TOWN CLERK



OLD TRAIN STATION COMMITTEE

Clifford J. Hurgin Municipal Center
1 SCHOOL STREET, BETHEL, CT 06801 (203) 794-8514

MEMORANDUM

To: Board of Selectmen

From: Old Train Station Committee

Re: Depot Place, Old Train Station
Evaluation of Requests for Proposals

Date: July 12, 2010

We recently completed interviews of two prospective entities that submitted proposals to renovate and occupy the old train station on Depot Place. Specifically, there was a proposal that seeks to renovate and occupy the space for a retail bicycle shop and another to renovate and occupy the space as a personal training center. After evaluating the proposals submitted and carefully considering the information received in the interview process, it is this committee's recommendation that the Board of Selectman proceed with the proposal submitted by Bethel Cycle to renovate and occupy the Old Train Station as a retail store.

The primary reasons for the recommending the proposal submitted by Bethel Cycle are based on the strength of its financial position, the financing mechanism proposed to complete the renovation, and the terms of the potential lease agreement as documented in the RFP. Furthermore, the business has a long and successful track record operating in our downtown and has an established regional customer base. It's our opinion that Bethel Cycle's vision for growing its business and customer base by marketing the old train station as a bicycle transportation hub will economically benefit other local businesses and be of cultural benefit to the downtown in general. Lastly, the elevation renderings and the proposed floor plans submitted indicate the applicant's commitment to maintaining the building's structural integrity and its heritage as a local historic landmark.

Private Studio Personal Training Center's proposal while well thought out did not include several pieces of information requested in the RFP which are central in the evaluation process and arriving at a recommendation. Specifically, no schematic plans of the building were submitted, no financial data was submitted indicating the businesses current or projected revenues, which is an indicator of the current and potential success of the business, and no specific lease was proposed for the committee to evaluate.

Furthermore, the applicants plan has proposed funding the renovation by way of a capital campaign, which, according to the applicant, would be a private fundraising effort to be coordinated by the applicant. There are many unknowns and little certainty for the Town that a capital campaign would be successful in raising the funds necessary to complete the required renovations and that it could be done in a timely manner. Little detail was submitted in the RFP to bolster this approach. While the use intended use of the building may also be suited for this location it is for above reasons that we do not recommend this proposal to the Board of Selectman.