

**Pier 44 Building Options and Feasibility Study Committee**  
**CHARGE**

The Scituate Pier 44 Building Options and Feasibility Study Committee shall initially consist of nine (9) members: eight appointed by the Board of Selectmen and one by the Public Building Commission. The Committee shall serve as an advisory body to the Board of Selectmen as to how to best address the use of the Pier 44 property.

The Board of Selectmen may appoint two additional members at its discretion and reserves the right to release members and appoint new members at any time as necessary or warranted.

The Board will recognize and accommodate in its appointments those individuals who may possess a particular expertise in the area of adaptive re-use, architectural, buildings or recreational/educational uses.

In the event of a vacancy, said vacancy shall be filled in the manner of the original appointment.

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The Pier 44 Building Options and Feasibility Study Committee is responsible for assessment, research, analysis, cost estimating, and recommendations to provide for a recommended use or uses for a variety of current and foreseeable community, civic, and municipal activities and operations.

The work of the Committee shall be divided into two phases:

- Phase I.       Development of a Strategic Plan outlining the building potential and options for uses.
  
- Phase II.       Development of a cost estimate that considers the current building conditions, needs, and any required retrofitting or construction to provide for any recommended uses in Phase I.

The Committee shall meet with the Board of Selectmen at the beginning of the project to discuss a number of suggestions and guidelines developed by the Board. Between Phase I and Phase II, the Committee shall conduct a public forum to present interim conclusions and recommendations and to receive citizen comment and input.

As part of its charge, the Pier 44 Building Options and Feasibility Study Committee shall address the following critical issues during Phase I:

*A list of uses, a space program, and the over all building size to accommodate such uses.*

The Committee shall make full use of the wealth of data, information and reports available that have already been undertaken by the Town for various municipal needs and facilities.

The Committee shall solicit comments and input from department heads, boards and committees, the business community and residents in determining any recommended options.

The Committee shall review and recommend space needs appropriate for the next 20 years, for any department that may be recommended as a potential user of the facility.

The Committee shall provide an analysis of the existing structure to determine and recommend whether renovation, new construction, or demolition would be a more economical approach as follows:

- Renovations of all or a portion of the existing building
- Hybrids of new construction and renovation of specific portions of the building
- Demolition of the Building
- Other scenarios (e.g. park, pier)

*After the completion of Phase I, the Board of Selectmen reserves the right, at its sole discretion, to charge the Committee with Phase II items, reconstitute committee make-up, revise the Phase II charge, or take no further action.*

If the Board determines to move forward under Phase II, as part of its charge, the Pier 44 Building Options and Feasibility Study Committee shall address as its primary emphasis, the following critical issues during Phase II:

*An initial conceptual design of recommended options:*

The Committee shall provide sketch plans or renderings and costs estimates sufficiently detailed to enable a Town Meeting to vote on any project if necessary or required.

- Cost estimates should include site work and all appurtenances such as water, sewer, electric, other utilities, with the actual building cost separate
- Provide an estimate of operating and maintenance costs on a yearly basis for the building for the next 20 years.

The identification and evaluation of innovative and “green” designs for any recommended construction or reconstruction.

The Committee will consider any wetlands and/or other protected area on or near the site to determine any uses as well as uses/limitations of those areas including any regulatory or environmental reviews.

Determine if any variances or other waivers would be necessary.

Provide an analysis of the traffic and safety issues associated with any proposed uses of the site.

Special attention shall be given to how any proposed recommendations interface with adjacent site elements, activities and pedestrian and vehicular traffic.

Determine if specific areas of analysis require professional, independent consulting work to supplement the Committee’s work or assist the Committee during the Phase II process.

*The Committee shall analyze the desirability and life cycle financial implications of the following:*

- The potential and feasibility of grants and/or fundraising to secure non-General Fund dollars should also be considered if such funds are consistent with any recommended uses of the facility/site.
- The nature, desirability and feasibility of public/private partnerships and revenue generating programs that could offset operating costs and future capital costs while fully maintaining the restrictions on the property as a condition of the MBTA Mitigation Funds.
- Other issues as defined by the Committee and approved by the Board of Selectmen.

The Pier 44 Building Options and Feasibility Committee shall, at the conclusion of Phase I, issue a written report containing its recommendations regarding the critical issues considered. The Committee, at the conclusion of Phase II, shall issue a written report containing its initial designs for the building, a recommended implementation plan and financing plan.

The Committee will include an implementation or action plan, which will indicate how to achieve these improvements and changes. Alternative scenarios will be presented along with cost comparisons.

The Committee will endeavor to complete Phase I of its work no later than March 1, 2011.

The Committee will endeavor to complete Phase II of its work no later than October 1, 2011.

It is anticipated that the Town Administrator, Building Inspector and other appropriate staff of the Town will be essential resources to the Committee and will participate in Committee meetings and activities as requested or needed.