**Topic: AGENDA-Mordecai Lincoln Property Committee Meeting-**

 **Time: May 8th, 2024, 06:30 PM Eastern Time (US and Canada)**

**Location: Scituate Senior Center, Peggotty Room**

***The Mordecai Lincoln Property Committee is committed to providing an environment of respect during meetings. We ask all members to interact in a polite manner even when there is disagreement. We value the participation of our community and want all participants, including marginalized and minoritized communities, to feel welcomed and respected. We ask our committee members, and all who participate, to commit to these standards to support and respect our community.***

**Agenda:**
**Call the meeting to order**

**Roll Call:**

[ ] James Glinski [ ] Elise Beaulieu [ ] James Dishong

[ ] Penny Scott Pipes [ ] Alexander Paine [ ] Karen Canfield

[ ] Kevin Kelly [ ] Jane Buettner [ ] Susan Harrison

*Town resident guests in attendance:*

**Old Business:**

\* Approve Minutes from April 10th, April 16th, April 24th (Jim D)

**Today’s focus areas:**

**A. Reflection on Ship Shape Day- Mordecai Lincoln Property (Jim D, Susan H)**

**B. Proposed new workstreams, owners, support
 🡪 Clarity on Scope, 90-day deliverables**

1. **Engage Historic Architect**. **Jim Glinski** to lead and **Alex Paine** to help. This work is to develop a proposed scope and cost estimate so that the funding can be included in the next CPC budget window (JULY-2024). This needs to be closely synchronized with CPC to make sure their budget process needs are met.

**2.**  **Mordecai Lincoln Caretaker Scenarios.** Summarize lessons learned from other caretaker
 scenarios in town and drive to an up/down proposal on this option within ninety days.
 **Susan Harrison** to lead. Support?

**3.**  **Small House Assessment:** Assess prep requirements for a caretaker rental for the small
 house. What is the scope of repairs, cost of repairs and time to complete repairs. This will
 inform cost benefit analysis of the proposal in workstream #2. This work also needs to define
 a funding approach.

 **Alex Paine** to lead and **Kevin Kelly** to help.

**4.**  **Outdoor Space**: Move ahead with the conceptually approved CPC work (simple trails,
 driveway and parking) on the outdoor space for a Select Board review and approval of bid
 package details.

 Prep for a new CPC request for the July funding window for
 Phase 2 needs for the outdoor space and include the historic architect funding needs.
 **Penny Scott-Pipes** to lead, **Jim Glinski** to support.

**5.** **Communications Plan for the Property:** Build a communication plan with the Town
 Communications Director and implement initial steps (use survey as a key input to
 communication needs). **Jim Dishong to lead**. **Elise** to potentially support.

**6.  Funding Plan:** Continue to refine our funding plan including establishment of a 501 (c) (3),
 outreach to potential alliances, grant roadmap, etc. **Jane Buettner** to potentially lead.
 Support resources TBD.

**7. Inventory, Empty and Clean Buildings:** Work to develop and execute a plan to inventory,
 empty and clean the internal contents of the houses and buildings on the property.
 **Elise Beaulieu** to potentially lead and **Alex Paine and Jim Dishong** to support.

**8.  Integration:** Integrate and synchronize the workstream timelines. **Jim Dishong** to lead,
 workstream leaders to support.

**C. Determine next meeting date: TBA

D. Adjourn:**