

Questions FOR the Select Board
by Residents

Sewataro Questions FOR the Select Board, presented by Residents:

This document is an assembly of inputs that can be addressed by multiple parties. I appreciate you using track changes or clearly indicating your inputs so I can update the primary file and know who submitted what data. **(hit EDIT, then REVIEWING when making changes – this enables tracked changes)**

Submitted by Jeff Levine, Bob May, Tom Travers, and Len Simon:

Please note that the questions are divided into 2 major categories:

1. Questions related to current operations including specifically a renewal option
2. Questions related to the future use of the Site

Category 1 Current Operations

Is it accurate to say that just over 100 Sudbury families enroll in Camp Sewataro in each summer?

What community groups have used Sewataro over the past year, have any of them given any written feedback on their experience, and if so, what are all the comments, both pro and con?

Of the community groups that have used Sewataro over the past year:

- how many different groups have used it,
- how many times has each group used it,
- has the town identified why Sewataro was chosen for use, and if so, what are the reasons Sewataro was selected,
- which groups have committed to using Sewataro again, and why; and
- Have any groups reserved Sewataro for an event but cancelled or moved the event to another venue, and if so, please list the groups and identify the reason for not going forward with the Sewataro reservation?

What has been the usage of the Sewataro facilities by the public over the past year, i.e. how many hours of court use and/or lodge use have been recorded, in what months and by whom?

Resident Programming/Reservations:

- User Groups 2021

- 35 Groups
- All but 2 of those were repeat users
- Those 2 hosted recitals on property, and 1 has inquired about booking in the spring of 2022.
- Number of uses varies considerably. Some Scout Groups have met twice a month, year round since we opened access to residents.

- By the month:

- January 2021: 6 groups, 20 hours
- February 2021: 6 groups, 24 hours

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- March 2021: 9 groups, 44 hours
- April 2021: 18 groups, 121 hours
- May 2021: 19 groups, 194 hours
- September 2021: 9 groups, 43 hours
- October 2021: 13 groups, 98 hours
- November 2021 (as of 11/13): 9 groups, 42 hours
- This is a tally of scheduled pavilion use only. We do not track the many groups and individuals that come to the property to use the tennis and basketball courts, fish, walk, bike, sled, snowshoe, etc.
- **Types of Events Scheduled include:** Book Clubs, Sudbury Villagers (seniors), Scouting groups, martial arts, dance and fitness classes, garden club, local music and theater schools.
- One question asked specifically about winter use. Our winter users are mostly Scout Groups, although a few fitness classes continue to take place in colder weather. We do not have information on the number of attendees for winter (or fall/spring) scheduled events.
- Many groups initially expressed that they chose to meet at Sewataro because they needed outdoor space due to COVID, but have continued to gather on the property because they enjoyed their experiences so much.
- 2 groups scheduled events and cancelled
 - 1 due to weather conditions (moved indoors); 1 cancelled due to COVID
 - 1 group inquired and chose not to schedule on the property because they wanted to serve alcohol at their event
- **Feedback from Users**
 - We have received a great deal of positive feedback about our responsiveness, the ease of scheduling, and the facilities and grounds.
 - Early on, groups requested access to parking on the back side of the property and we worked with the Town to open up the back gate and parking area.
 - We also received feedback about bathrooms, and put portable toilets on both ends of the property to meet user needs.
 - We also have a great deal of positive feedback from countless camp families regarding their experiences at Sewataro, which we are not including here.
 - Below, please find some of the notes we have received from individuals and user groups over the past year and a half: the following two colors are used (**Bold**, **Color**), however, the altering colors are from patrons of the Camp.
- ◆ **What a wonderful time we had! While I'm partial to the pond because I love fishing, that hidden field by the Treehouse was like a dream. We played freeze tag, danced, opens gifts, and ate pizza. It was a gathering before my pops had knee surgery and my sister and her family move to Maine. The ambiance was just perfect. What a special place to have less than a mile from our front door. We look forward to spending more and more time there. THANK you for your communication and support, Kristen. It really was one of the more dear family gatherings we've had.**
- ◆ **Great time at Sewataro today. Thanks for all your help, Kristen!**
- ◆ **Kristen, Thank you to all the staff and volunteers for last Thursday's event. It was so fun for the kids and the grown ups. A treat during these times! Thank you!!!**
- ◆ **I'm glad that ADA consideration are underway! Excellent. I'm hoping that post Covid my tendonitis issues will have been resolved, but it's already been almost a year. It makes me**

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quite aware of the limitations that others have for the rest of their lives. It's too bad that the darn virus prohibits a meet-up; that would've been wonderful, but I would be more than happy to stay in touch with you if you think I could be of any help in brainstorming, etc. And I would love to be able to take my friend who's 89 up there for a drive someday. She'd love it. Thank you for your help and most importantly, your kind interest. Maybe we can continue our discussion someday!

- ◆ Kristen, WE loved your space. Can we have it again for our November 5th meeting??? All of your staff were so helpful. I didn't catch the name of the fellow who directed our cars to the parking space. He did a great job. And he quickly set up another table when he saw me bringing a portable one down the path. Amy (I think that is her name) couldn't have been more helpful. She continually checked in with me and others to see if she could do anything. And Nathan did an excellent job with his presentation and helping me with your mic system. Our members had lots of questions for him on Sewataro in general, and the Long House in particular. He pointed out the curtains that can be drawn across the "windows" to keep out the cold, rain, wind... I sent an article to the Town Crier, hoping they'll publish it next Thursday. I'm attaching it for your info. I'm also attaching the photos I sent that accompanies the article. I am serious...could we use that space 11/5? Thank you so much for all your help in making our gathering a success.
- ◆ Thank you very much. Cub scouts and parents had so much fun. Almost everyone caught and released either small bass or sunfish. Those who have never been to Sewataro were at awe how nice and large campgrounds are. There were questions about a possibility of using pond and swimming pools by Sudbury residents during summer. Unfortunately, I didn't have answers. Perhaps, it is something that town and camp management are looking into with proper regulations next summer.
- ◆ I just wanted to say thanks for letting us use the space at Sewataro for our meetings and having it ready with tables and chairs. It allowed us to meet on a regular basis while maintaining all the necessary covid safety precautions. We had some chilly days, but I am proud to say we only had to cancel 1 meeting and that was because it fell during a snowstorm!
- ◆ Hi Kristen. I just wanted to let you know that everything went well yesterday! Despite the rain and temperature of only 47 degrees, we had a great time! Only a few people opted not to come and some switched over to zoom attendance. I put all of the sandwich boards back at the garage. They were very helpful in guiding people to the lodge. Please let us know if there are any issues - I think we left everything as it was when we arrived. Thanks again!
- ◆ Select Board and Town Manager. I'm -----, President of The Sudbury Villagers, a social and civic organization comprised of senior ladies from Sudbury and surrounding communities. We've been in existence since 1972. Prior to Covid, we held our monthly general meetings and programs at the Goodnow Library. With that venue option being off the table for the duration, we were very excited to learn of the facilities at Camp Sewataro. In mid-September I started communicating with Kristen Drummey about their hosting our October meeting at what now is called their Liberty Lodge. Not knowing how many would be attending our meeting, Sewataro was able to round up 50 chairs. They also provided tables for our displays, and worked with our entertainers for their sound-system needs. Everything went extremely well. They also had staff members directing "traffic" through the back gate and to parking areas. We were so pleased with the venue and staff that we held our November General Meeting and Program at the Liberty Lodge as well. Going forward, I have reserved the Liberty Lodge for a Winter Gathering and May Luncheon. I am so pleased that Sewataro is open for our general use and enjoyment.

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- ◆ **Kristen, Thank you. Everything was there and perfect for our get together. We enjoyed our time at the camp and in the long house.**
- ◆ **It went very well! On behalf of Sudbury Girl Scouts, I want to thank you so much for the use of the lodge at Sewataro, and being so easy to work with. It was a great day - the sun even came out for us, right when the ice cream truck was there. :) (Thanks to the BOH's speedy work in turning around a permit too!). I think the girls all had a great time, and the parents too. It's been such a lovely experience getting to know the camp and grounds...looking forward to the next event!**
- ◆ **Kristen - I can't thank you enough for letting TPAC use Sewataro and for your endless patience as we navigated and took on way more than we thought would have ever come up! I couldn't have asked for a more flexible and supportive person to help us ensure the venue was just right! Thank you!**
- ◆ **Thank you for having Sudbury Girls Lacrosse on your fields! We're done for the Fall, but would love to return in the spring if that works for you.**
- ◆ **We had 225 student musicians perform. We had over 600 guests. Reasons to be Cheerful served 230 cups of ice cream (they had to have more ice cream brought over twice). Juliana's served 335 slices of pizza. I do not know how many drinks or chips they sold. We had 1 scraped knee, countless rounds of applause and an infinite number of smiles under face masks. We would love to make this an annual event and select a date for 2022 if permitted to do so.**
- ◆ **Dear Kristen, On behalf of the Sudbury Community Food Pantry, President Pat Mullen and the Board of Directors, JT and I want to thank you for all you did to make this years' school food drive program a success. I believe you initiated the idea of Sewataro being a possible site for providing accommodations for the food drives and Board Member Michelle Meal presented the possibility to the Board. From there we were off and running. You were great at taking us to the next level and readily being available through text/email to answer our questions and requests or to coordinate something with Ramon or Chuck for us. Your having been involved with the Haynes School food drives in the past was certainly helpful in determining which facilities at Sewataro you thought would best meet our needs. Your choices were perfect. The open air atmosphere of the huge garage was just what we needed to make the school parent and pantry volunteers feel comfortable sorting together during the pandemic. The space provided fresh air and adequate space for social distancing. Also, being allowed to store the banana boxes there and to be able to leave the sorting boxes intact was extremely convenient and time saving. JT, Tom, Ron and I were always so impressed with your energy, your can do attitude, your problem solving skills and your willingness to get involved. You had tables, etc. set up for us, doors open before we got there, signs out to direct the school parent volunteers, and food donations from the bin onto the sorting table in the garage. We appreciated how you became directly involved in the sorting and giving helpful directions to the new volunteers trying to figure out which box to put what in. The food bin idea of yours was excellent. It certainly added to the total of our donations and gave an opportunity to non-school parents, who had contacted you, a convenient location to leave their donations. You were an essential factor in the success of the 2020-2021 school drives and we thank you very much. We wish you continued success in your role at Sewataro and as the Sewataro Liaison to the Town of Sudbury.**

Sewataro Team

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Has the property experienced any vandalism or unauthorized use since the town acquired it? If so, please list all of the incidents with times and dates.

- **4-16-2021 0900 Phone - B&E & LARCENY SPD/Nix**

Have the police been called to the property over the past 18 months to address unauthorized use of the property by school-age children? If so, please list all of the incidents with times and dates.

- **No SPD/Nix**

Has Park and Rec been asked formally to comment on impacts of the camp on other Town services or programs?

- **No until now. Allowing groups, vendors and LSHS and others to use the site from free while P&R needs to charge for these services to pay for the programs, expenses and staff will have a impact on programs. We are not sure whom is using and what the future may hold. For example if LSHS adult ED ect... are allow to use this site for free then they can charge or pocket 100% of the revenues they collect to increase margin. If we charge \$100 for said program but LSHS can charge \$80 then people will naturally go the cheaper way. Sewataro camp Scholarships for 50 kids could also cut into our current Sudbury Summer enrollments as we do not have money to offer scholarships because we are self-funding but Sewataro can offer. Does this money get taken off of the revenues back to the town? Why would the town not fund "town" scholarships for its Town Camp. Park & Rec/Mannone**

Has there been any Board of Health or hygienic analysis of the ability of the swimming area (not the pools) to accommodate 200 swimmers on a Saturday or a Sunday?

The only record of water quality analysis is post chlorination testing conducted by the camp throughout its operation, which has always produced acceptable results for the recreational camp. There has not been pre-chlorination testing that we know of. The chlorination process, an acceptable past practice, will need to discontinue based upon environmental concerns raised by the Department of Environment Protection. The Board of Health has concerns about the water meeting acceptable standards without chlorination. Water quality testing and engineering studies are, and have been, recommended. The Department of Public Health ruled out this water body as a swimming pool even though it is manmade, concrete lined, has a main drain. It is one of a kind in Massachusetts. The Health Director has a meeting scheduled with the Department of Public Health on Dec.10th to discuss registering the beach and testing requirements. The number of swimmers could impact bacteriological quality and clarity. The exact impact is unknown. Health/Murphy

Beaches such as Lake Cochituate in Wayland and Framingham and White's Pond in Concord have closed recently due to algae blooms, clarity, and negative bacteriological quality results.

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The Board of Health will need to institute a mandated water quality testing program and develop policies for closure if necessary. Health/Murphy

Or 400 swimmers on a weekend?

Pools regulations limit capacity for pools but bathing beach regulations do not. It is logical that larger bathing capacities will have greater impact. Health/Murphy

If there are no bath houses or permanent bathrooms, are you expecting 400 people over a weekend to use 1 or 2 Port-A-Potties while they are at the swimming area?

105 CMR 445.000 Minimum Standards for Bathing Beaches does not set a bathroom quantity requirement but I expect the Board of Health will require a minimum number. Lifeguards are not required but the Board will likely require them as well. Health/Murphy

Has there been any Board of Health or hygienic analysis of the ability of the swimming area (not the pools) to accommodate small children in diapers?

No. This could be incorporated into signage requirements and recommendations. Health/Murphy

Has the Conservation Commission discussed the plan for swimming at Sewataro? If not, why not?

- **The Commission discussed Sewataro at their meeting on November 15, 2021. Additional review and discussion is needed to evaluate the existing operation and expansion thereof. Conservation/Capone.**

Has the state Department of Environmental Protection evaluated Sewataro for use as a community swimming area (the concrete basin, not the pools)?

- **There have been no previous applications to the Department of Environmental, Wetlands and Waterways Division, under the Wetlands Protection Act for evaluation of the current operations or the proposed expanded use. Conservation/Capone.**

Will any additional environmental permitting be needed if it is determined there is drainage from the concrete swimming basin into any of the town's ponds, waterways, or wetlands?

- **Water is circulated between the swimming basin and the fishing pond and water from the swimming basin has been discharged to Pantry Brook when the basin is drained. Permitting will be needed for any proposed introduction of chemicals into the system and/or structural modifications within wetlands jurisdiction. Any withdrawal from or discharge to a wetland resource area will require environmental permitting. Conservation/Capone.**

Will chlorine from the swimming basin be dumped into a pond or waterway? If so, will this require DEP evaluation and or Con Com permitting?

- **The current operation continuously circulates water between the swimming basin and fishing pond, which is treated with chlorine. There is no permitting mechanism to permit chlorine to be introduced into a regulated wetland. We are currently evaluating the current operation to determine appropriate permitting needed. Conservation/Capone.**

If the town proposes to allow public swimming at Sewataro, in addition to the M-F camp usage, with hundreds of additional swimmers on the weekends, so the swimming basin will be used 7 days a week,

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has there been any guarantee the existing water treatment system for the swimming area will be adequate?

- **This question would be resolved through the development of a Water Quality Monitoring Program that evaluates both water quality parameters for the safety of visitors as well as the environment. Conservation/Capone.**
- **New treatment options are being assessed from a public health and environmental standpoint now that chlorine is not an option. Health/Murphy.**

Has the new 7-days a week swimming proposal been accepted into existing swimming permitting? Has the town sought to grandfather it in since acquiring ownership?

No. Health/Murphy.

What arrangements have been made for trash collection and cleanup of public areas at the end of the day on Saturday and Sunday?

There is no current arrangement in place as this is a future activity that is not guaranteed to occur at the time of this question. The Camp is equipped to make the needed adjustments to take care of the property if there is an increased service delivery. Town Manager/Hayes

Has the camp operator coordinated activities at the property with Park and Rec.? if so, please describe the coordination.

- **We sometimes will get an email let us know they are offer a community event and if we see any conflicts. Again if Sewataro is allowed to offer FREE community Events but the "TOWN" P&R has to charge or eat the cost from the profits for other programs to other a summer concert series does not seem equal. These FREE community events are not really free at the town it looks like gets charged on the back end anyway for these events out of the revenues collected? Should the "Town" Not fund its own P&R dept for said community events?**
- **The Fields do have very limited use due to space, ADA and parking concerns.**
- **We also have concerns about adding additions Public Swimming options for the town could/will take revenue away from the Atkinson Pool receipts. We have a hard time funding and supporting the "towns" Current Pool why would we take on another pool/beach option. Park & Rec/Mannone.**
- **In addition to reaching out to make sure there are no scheduling conflicts when we are planning our two annual town events (per the management agreement), we have offered to share the planning/sponsorship of these events. Dennis and I spoke on the phone regarding the scarecrow event and the summer concert event in 2020, and in both cases we offered to fully fund and staff these events, but to run them as a collaboration with park and rec. Our goal is certainly never to undercut their programming. Sewataro/Drummey.**

The financials released by the camp operator identified \$338,940 as the Town's share of net camp revenue. This included a portion of a one-time windfall of \$534,389 resulting from a PPP loan forgiveness. What would the Town's share be without the PPP loan, and is this likely to be what the town can expect to receive going forward when the camp has a good season?

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See other file for financial information as described by the Sewataro Team.

At the time the property was purchased by the Town, the former owner was paying the Town approximately \$200,000 each year in real estate taxes. What would the Town have received in real estate taxes on the property in 2021 if the Town had not purchased the property?

Due to limited staff, current established priorities and the unknown of what would have been in place regarding different ownership options, this question has not been answered. Town Manager/Hayes

Approximately how many individuals have used the property for any purpose between December 1 and March 31 of the past two years? If this includes any formal events, please identify the events and the number of individuals attending each event. **See above**

Category 2 Long Term Use of Site (please note the focus is on the Site not A Camp)

Integration with our existing Park Resources

Can we please have a Master Vision for the Parks in Sudbury? If not, why not for the assets are substantial and could be made to be a major draw for the town. The recreational facilities at Sewataro seem redundant to some citizens, especially when it comes to hiking and running trails. Many athletic/recreational activities (except as an example, the ropes course, which requires trained supervisory personnel and special outdoor pool activities) at Sewataro are available at other multiple venues though not always as a structured camp. The rail trails, which will come online in a couple of years will potentially create new options for citizens. The Master Plan did not go into any depth about the site. Park and Rec has not placed programmed athletic games at Sewataro. Why? See below.

- No plan on how to integrate Sudbury's public camp model (\$503 per 2 week session) versus high-end private camp model (\$1,620 per 2 two week session)
- No business plan for how the town would run the property and the camp.
- Concern regarding the expertise and staffing to run the Site.
- Concern regarding the cost to operate the Site as a town owned property.
- Infrastructure concerns and cost to the Town – **fields have limited utility as playing fields with no infrastructure to support them, i.e. parking, etc.** Also costs relative to ADA compliance foreseen if to be used as playing fields.
- Concern regarding impact on existing Park and Recreation programs including Atkinson Pool.

VISION For the Site

Is this, from 2019, still an accurate "vision" for the site in light of any Master Plan guidance?

- **2019 Vision:** "use the land for open space, recreation, preservation, and other municipal

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purposes.”

- **Where is the follow-up to this from the 2019 presentation? This is a unique land preservation acquisition because there is the possibility and opportunity for future uses, some of which could be potential revenue sources.**

- **Yes, the 2019 Vision is still accurate for the site in light of the recently approved Master Plan update. The general direction from the Master Plan related to this topic is to improve and an enhance existing properties owned by the Town which are already being used for recreational purposes (as opposed to acquiring new land/resources for recreational purposes.). The following Action Item in the Master Plan support this position: “Conservation and Recreation Land. B.3: Continue planning efforts to increase public conservation and recreational benefits of Sewataro and Broadacre properties.” However, the ultimate use and future of this property are determined by the Select Board. Planning/Duchesneau.**

Accessibility—Accessibility is a major issue for the site because the facilities on the site were not designed to be ADA compliant and most of the site is on a hill. These issues must be dealt with under almost all options for the town to open the property for public use. Has Town management identified what needs to be done to make the site and its facilities ADA compliant, and if so, what must be done, what are the identified the cost to do it, and when will the Town management present a plan for this?

- **The Town has hired the Institute for Human Centered Design (IHCD) to assist with the Americans with Disabilities Act (ADA) self-evaluation process. Information may be found at the links below.**
- <https://sudbury.ma.us/townmanager/2021/04/09/ada-evaluation-and-transition-plan/>
- https://sudbury.ma.us/townmanager/wp-content/uploads/sites/357/2021/07/Parks-ADA-Transition-Plan_rs.pdf?version=e65ff2e688a0284347c918e1fcab201d

Action Plan -possible next steps to achieve a plan for the Site.

What has the Town done to identify and evaluate all reasonable options for future use of the property, other than as a private day camp, and what is the estimated cost to the town to implement and maintain each of these options? What are the pros and cons for the town to implement each of these options?

- **During my tenure, I have not explored identified and evaluated all reasonable options for future use of the property, neither have I or any other staff member been directed to seek associated costs for the potential options that may be available to explore. The current high priorities and limited professional staff have not produced this type of evaluation to an extent that would be predictive in nature. Town Manager/Hayes**

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Are there any potential uses that would allow the town to recover a meaningful portion of its \$11 million investment to purchase the property?

- **This has not been fully explored in ways that would lend itself to project confidence in a future outcome. Town Manager/Hayes**

The site is currently zoned residential and is divided into 33 parcels. Has the town considered reviewing and changing zoning so that multiple use options can be implemented at the same time, and if so, what are they and how would this be implemented and at what cost to the town?

- **No zoning changes for the Camp Sewataro property have been considered. In the opinion of Planning and Community Development Department staff, changing the zoning for the parcels which make up Camp Sewataro would most likely receive stiff opposition from the residents in the surrounding area as all of the immediate area and the vast majority of north Sudbury is zoned the same way (Single Residence A-1). This is a heavy residential area with few other existing uses at present. Planning/Duchesneau.**

In Summary:

A possible option for creating the needed plan for the Site.

1. Draft an article for an upcoming Town Meeting to retain and fund a consultant.
2. Receive the consultant's report (about 3-6 months later)
3. Distribute the consultant's report to residents.
4. Solicit the input of Town boards and committees to the consultant's report.
5. Hold a Sewataro Town Forum to answer questions and take comments.
6. Decide on a long-term plan for the Sewataro property.

Why is it not in the Town's interest to undertake this approach?

- **The collaboration between the Select Board and Town Manager has not produced a way forward on this concept. I agree with the thought of utilizing a consultant to review and provide a comprehensive report, based on findings and research. The Town is accustomed to forums, question submissions and the like, as demonstrated with Fairbank and Broadacres. Town Manager/Hayes**

REM 11.07.2021 as compiler for Len, Jeff, Tom, and Bob

Additional Question Raised by the Public at the November 16, 2021 Select Board Meeting

Swimming Pond Disinfection: Best practices today may include dechlorination after disinfection, but prior to discharge to the receiving water to mitigate adverse impacts to the reviving water.

- **There are dechlorination processes that could be explored if the bathing water was self-contained was not being continuously circulated between the swimming beach and the fishing**

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pond. This would not be an option with the existing mechanics. Additionally, the direct discharge of chemically treated water, even if neutralized, to any wetland system should be discontinued as there are alternatives to this activity. Conservation/Capone.

Submitted by Pat Brown:

It was my understanding from the November 16, 2021, Sudbury Select Board meeting that the Board would entertain questions, comments and general input from all citizens concerning the operation and future of Camp Sewataro from the general public.

Both Town Meeting and the voters of Sudbury approved the purchase of Sewataro in the fall of 2019.

Here are the questions I have.

1) It would be helpful to have **a comparison table for recent land purchases** by the Town—specifically, Johnson Farm, Broadacres and Sewataro. This should include:

Cost to purchase per buildable lot; Cost to purchase per buildable acre

Estimated tax revenue and cost to provide municipal services (public safety, education, infrastructure maintenance and so on) if the property were fully developed

Conservation value of the parcel

Municipal cost to maintain the purchase both per property and per acre (cost of security, mowing and trimming, plowing, paving, building or structure maintenance, new construction, insurance, liability and other upkeep)

- **We do not currently have a complete responsive answer for these questions/comments at this time. If the Select Board wishes to take this up, in order to work on this type of approach. Combined department answer.**

Availability of amenities on the property to town residents, listing restrictions and plans for expansion

Annual revenue to town from the property under current circumstances, minus expenses. This number may be negative.

2) It has been proposed that the town undertake a process for long-term planning for the property. That proposal includes the following steps:

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In summary a responsible plan of action would include:

1. Draft an article for an upcoming Town Meeting to retain and fund a consultant.
2. Receive the consultant's report (about 3-6 months later)
- 3.. Distribute the consultant's report to residents.
4. Hold a Sewataro Town Forum to answer questions and take comments.
5. Solicit the input of Town boards and committees to the consultant's report.
6. Decide on a long term plan for the Sewataro property.

Please **provide a timeline and description** for how such a process would proceed and how long it would take to complete, reporting both (a) the predicted working time to complete the steps described and (b) a realistic timeline taking into account the actual calendar period required to accommodate the predicted number of work days, plus some contingencies for holidays, other activities (e.g. Town Meeting) and unexpected holdups.

- **The Town does not currently have such a process as a task, therefore, I am unable to provide a timeline and description for the mentioned process. Town Manager/Hayes**

3) What is **the estimated cost of an outside consultant**, who will write the RFP and select the consultant, and what qualifications will the town require? Specifically, will the Select Board be accepting citizen input in this selection process?

- **We do not currently have this data, we have not reached out to any consultants at this time. Town Manager/Hayes**

4) **What is the town's plan for maintaining, insuring and otherwise securing the property if the lease to the camp operator is not renewed?** Please include the estimated annual cost, and indicate if it will be funded within the levy or using other revenue sources? Loss of revenue should be reported separately. This chart should extend five years.

- **We do not currently have a plan in place. Adjustments can be made when a decision is made on the future use of the property. Town Manager/Hayes**