

**OLD TOWN HALL REDEVELOPMENT AGENCY  
888 Washington Boulevard  
Stamford, Connecticut 06901**

**Minutes of September 29, 2014**

September 30, 2014

**OTHRA Attendees**

Annie Summerville  
Harry Day  
Sandy Goldstein  
Dudley Williams  
Tim Curtin

**Controller's Department**

Karen Vitale  
Erick Newman

**Economic Development**

Thomas Madden

**Other Attendees**

Attorney John Leydon

The meeting was called to order by Chair Tim Curtin at 8:38 a.m.

**Minutes**

On a motion by Harry Day, second by Dudley Williams, the Minutes of July 17, 2014, were approved unanimously.

## **Mayor's Multicultural Council**

After discussion, a motion was made by Sandy Goldstein, second by Dudley Williams to approve the use of Old Town Hall at no rental charge, but with payment for maintenance and security, by the Mayor's Multicultural Council for an educational event on January 17, 2015. It is understood that a certificate of Insurance coverage for the event will be provided by the Council. The vote was unanimous.

## **Use of Old Town Hall Basement Space**

Alex and Ryan Virvo requested the free use of space in Old Town Hall for an office to carry out their charitable programs. They created and continue to manage Kids Draw Free, a family friendly drawing activity in Kiwanis Park that attracts over 100 Stamford children every Saturday from May to October. In return, they would build a website that would showcase Old Town Hall for rental purposes to prospective tenants as well as to help present the building to prospects. After discussion, it was decided that more information is needed to determine if appropriate space can be made available. Dudley Williams made a motion to table this request until more information can be obtained. The motion was seconded by Harry Day and approved unanimously.

A motion to go into Executive Session in order to discuss pending lease issues relating to the tenants in the Old Town Hall was made at 9:05 a.m. by Annie Summerville, second by Harry Day and approved unanimously.

A motion to come out of Executive Session was made at 9:34 a.m. by Sandy Goldstein, second by Harry Day and approved unanimously. No motions were made or approved during Executive Session.

## **Ballet School**

A motion to enter into negotiations for a lease with the Ballet School was made by Sandy Goldstein, second by Harry Day and approved by a vote of 4 to 1, with Annie Summerville voting no. Details of the proposed lease are as follows:

- **Term** – 5 years
- **Option to Renew** – None
- **Rental Schedule:**
  - Lease will commence retroactively on July 1, 2013 at a rental fee of \$50,558.
  - On January 1, 2015, the rent will increase to \$62,558 and will remain at this amount till lease termination on June 30, 2016.

- **Back Rent Owed**

- The lease will contain a provision for the recapture of back rent owed through August, 2014 in the amount of \$38,598. Payment to be completed by December 31, 2015.

- **Subletting**

- The lessee may sublet portions of the space it occupies. The OTHRA Board, at its June 19, 2014 meeting approved subletting to other dance organizations and a health group that would use the space for fitness exercises.

- **Conditions of Subletting**

- That the sub-lessees provide OTHRA with a copy of an insurance contract or certificate of insurance covering their use of the space approved by the Risk Manager of the City of Stamford and OTHRA.
- That a hold harmless clause protecting OTHRA and the City of Stamford be included in all subleases.
- That a representative of the Ballet School be present at all times when sub-lessees are using the space.
- That the number of subleases be limited to three (3) subleases at any one time.
- That all subleases be approved by the OTHRA Board.

- **Signage**

- Signage proposals will be considered by the OTHRA Board and approval will not be unreasonably withheld.

### **New Business**

The contract between OTHRA and AFB Construction Management of Trumbull Inc. to provide maintenance to Old Town Hall expired on September 30, 2013. However, the contract had two renewal clauses. The first renewal clause expired on September 30, 2014. AFB requested that the second renewal clause be approved that will take the expiration date of the contract to October 1, 2015. After discussion, a motion was made by Harry Day and seconded by Dudley Williams to approve the extension of the contract with AFB to October 1, 2015. The motion was approved unanimously.

There being no further business, a motion to adjourn was made by Dudley Williams, second by Sandy Goldstein and was approved unanimously.

Next meeting – October 16, 2014.

Respectfully submitted  
Tim Curtin  
September 30, 2014