

Working Group
Leasing of Stefanowicz Agricultural Land

Purpose:

Manage the overall process for leasing segment(s) of the Stefanowicz property for agricultural use, with emphasis on transparency and impartiality.

Specific tasks would include:

- Conducting an Agricultural Use Assessment to identify the property segment(s) to be leased;
- Establishing a Baseline Inventory for the property segment(s) to be leased;
- Preparing Request(s) for Bids, soliciting bids, educating bidders, etc. in order to ensure an orderly and robust bidding process;
- Reviewing and scoring submitted bids;
- Making recommendations to the Hollis BoS on the preferred bid(s);
- Negotiating lease terms with the bidder(s) approved by the Hollis BoS, and presenting the draft lease(s) with recommendations to Hollis BoS;
- Requesting and monitoring activities by other organizations which are needed to support of the overall leasing process.

Deliverables:

- Agricultural Use Assessment
- Baseline Inventory of property segment(s) to be leased
- “Request for Bid” document with bid requirements and criteria for scoring
- A recommendation to the Hollis BoS on the preferred bid(s) for the agricultural property segment(s)
- A recommendation to the Hollis BoS on the terms of the lease(s) for the agricultural property segment(s)
- Documented process for leasing Town land in the future

Working Group Membership:

- Hollis Agricultural Commission (2)
- Hollis Conservation Commission (2)
- Hollis Town Administration (1)
- Hollis BoS representative (1)

Open Issues:

- Responsibility for continuing administration and management of the leaseholds

Any person with a disability who wishes to attend this public meeting and who needs to be provided with reasonable accommodation, please call the Town Hall (465-2780) at least 72 hours in advance so that arrangements can be made.