

Lisa Tomyl

From: Kristen Guichard
Sent: Thursday, June 11, 2015 9:37 AM
To: Steve Ledoux; Katie Green; Lisa Tomyl
Cc: Roland Bartl
Subject: Assabet River Rail Trail - BOS Vote on Order of Takings/Donations

Hi Katie, Steve and Lisa,

You may remember us scrambling to finish the Bruce Freeman Rail Trail property acquisition process last year in August under a very tight timeline. We are now in the midst of that same process with the Assabet River Rail Trail and wanted to give you a heads up on our timetable moving forward and the items that we would greatly appreciate your assistance with in order to keep the project on schedule. (It's going to be another scramble, unfortunately it's just the nature of the property acquisition process for Federally funded projects.)

We are looking to schedule a BOS meeting between August 3rd-13th to vote on the order of takings/donations for the easements. The meeting date will depend on when we receive the written offers from our review appraiser. Due to more strict policies this year we must send the written offer and notice to property owners 30 days prior to the BOS meeting. In attempts to plan a head the best we can, could we look at scheduling this for the **August 10th** meeting? (Keeping in mind we may need to request another morning meeting that week if appraisals for some properties come in late.)

We will be sending a similar email to Finance asking for their assistance to help with tendering payment to each property owner immediately after the BOS vote and recording of the deeds.

Thank you so much.
-Kristen

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** August 11, 2015 @ 7:30 AM*