

MINUTES OF THE MAY 7, 2008 MEETING OF
THE NATHANIEL WITHERELL TOWN BUILDING COMMITTEE

The twentieth meeting of the members of The Nathaniel Witherell Building Committee was held in the conference room at Nathaniel Witherell at 8:00 a.m. on May 7, 2008.

Present were:

Voting Members: Dik Glass, Jeremy Kaye, Peter Arturi, Leslie Tarkington, Christopher Lacey and Andy Fox.

Non-voting Members: Jonathan Shankman, Frederic H. Brooks and Thomas Saccardi.

Guests: Ken Henderson, Jack Hornak, David Ormsby, Lynn Bausch, Ray Augustine, and Ashley DeMain.

Mr. Glass asked whether the minutes of the April 23, 2008 meeting were reviewed by all and were approved. Upon motion duly made and seconded the minutes were approved.

Mr. Glass reported that three architectural firms (BL, JCJ and SLAM) have been chosen for the design competition for the project. The Town will send letters to the three firms advising them of this. It is hoped that by the last week of June, the three companies will be able to present their design concepts to the Committee.

Mr. Lacey reported that the issue of engaging outside counsel to draft the form of the Construction Management Contract is not resolved with the Town Attorney's Office. This issue needs to be resolved before this matter can proceed forward. Mr. Ormsby offered to speak with Town Attorney Wayne Fox in an effort to resolve this issue.

Mr. Fox reported that he had provided an AIA form of contract to the Town Law Department in January and a revised form in March. Mr. Lacey indicated that he would like the Town to use the AIA form where the Construction Manager is the constructor with a guaranteed maximum price. The Town needs to be sure that it attaches any necessary Town specific clauses to such an agreement.

Mr. Glass again raised the issue of utilizing an owner's representative for the project and advised that he and Mr. Lacey would forward information to Committee members on various owner's representative firms.

Mr. Glass said that he thought that if an owner's representative is engaged, they should be engaged around the same time as the Construction Manager is engaged.

The next meeting of the Committee will be on June 4, 2008.

The meeting was adjourned at 8:35 a.m.

"Disclaimer: These notes were taken at the meeting of May 7, 2008. If there are any changes to be made please email within 48 hours of this submission for revision, otherwise these minutes become record of all events as of the issuing date."

Respectfully Submitted,

Jeremy Kaye
Committee Clerk