

DRAFT

MINUTES OF THE DECEMBER 3, 2008 MEETING OF
THE NATHANIEL WITHERELL TOWN BUILDING COMMITTEE

The thirtieth meeting of the members of The Nathaniel Witherell Town Building Committee was held in the conference room at Nathaniel Witherell at 8:00 a.m. on December 3, 2008.

Present were:

Voting Members: Andy Fox, Paul Toretta, Jeremy Kaye, Peter Arturi, Lloyd Bankson, Leslie Tarkington and Stephen Soler.

Non-voting Members: Thomas Saccardi, Lin Lavery, William Kowalewski and Jonathan Shankman.

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

Mr. Fox called the meeting to order. He asked whether the minutes of the November 19, 2008 meeting were reviewed by all and were approved. Following the correction of a couple of typographical errors, upon a motion duly made and seconded the minutes were approved.

Mr. Toretta reported that the Architect's contract was to be signed at Town Hall on December 4, 2008 and that a luncheon would follow that at The Nathaniel Witherell. SLAM expects to begin meeting with staff right away to gather information. The RAMSA CAD plans were being searched for.

Mr. Fox reported that the final CM contract is in Wayne Fox's hands for a final review. It is anticipated that the RFQ will go out to interested parties by the end of this week.

Mr. Soler reported that he had been in Washington D.C. on December 2, 2008 and that the Federal government is putting together an economic stimulus package which is supposed to be ready for President-elect O'Bama's signature on January 21, 2009 for shovel ready infrastructure projects. As a result, it was Steve's opinion that CM's may be busy this Spring.

Mr. Fox presented a series of bills for approval of payment. There was a bill in the amount of \$3,350.00 from Curtis, Brinckerhoff and Barrett for legal work done on the Architect's contract through September 29, 2008. Upon motion made and seconded, payment was approved.

Next, Mr. Fox presented a bill in the amount of \$10,000.00 from JCJ for payment per the rules established for the Architect selection process. Upon motion made and seconded, payment was approved.

Finally, Mr. Fox presented two bills in the amounts of \$10,742.35 and \$3,570.00 from Pepe & Hazard in connection with legal work for preparation of the CM contract. The Town did not have a form of CM contract, and so a form needed to be prepared. The Committee agreed to table review of the \$3,750.00 bill until the background of the contract with Pepe & Hazard could be reviewed by Mr. Bankson. Upon motion made and seconded, payment of the \$10,742.35 bill was approved.

The Committee agreed that the regular monthly meeting schedule for 2009 would be as follows: January 7, 2009, February 4, 2009, March 4, 2009, April 1, 2009, May 6, 2009, June 3, 2009, July 1, 2009, August 5, 2009, September 9, 2009, October 7, 2009, November 4, 2009 and December 2, 2009.

Ms. Tarkington raised a concern that any architectural plans fall within the budgetary outline for The Nathaniel Witherell as previously agreed to with the BET.

Mr. Soler questioned whether the Committee should be concerning itself with these budgetary issues at all. Compliance with the budget is really the concern of The Nathaniel Witherell Board.

Mr. Toretta indicated that the specifications in the RFP are for person centered care and that this is what the architectural design will be based upon.

Mr. Fox pointed out that the Architect's contract calls for a time to be devoted to programming and that the Architect had intended to start this right away. He went on to say that if the programming portion is not completed properly the first time, it will be an expensive error for the Town, both in time and money.

Mr. Ormsby suggested that the Architect might be starting the programming too early since The Nathaniel Witherell Board would not have a vision for themselves as to what person centered care model to pursue until the end of January. Mr. Toretta agreed with Mr. Ormsby's recommendation.

Mr. Bankson recommended that Mr. Soler serve as a back up to Mr. Lacey on the CM Task Force. Upon motion duly made and seconded, Mr. Soler was approved for this position.

The next meeting of the Committee will be on December 17, 2008 at 7:30 a.m.

The meeting was adjourned at 9:15 a.m.

Respectfully Submitted,

Jeremy Kaye, Committee Clerk