

MINUTES OF THE MARCH 19, 2008 MEETING OF
THE NATHANIEL WITHERELL TOWN BUILDING COMMITTEE

The eighteenth 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 March 19, 2008.

Present were:

Voting Members: Dik Glass, Paul Toretta, Jeremy Kaye, Leslie Tarkington, Christopher Lacey, Stephen Soler and by telephone, Lloyd Bankson.

Non-voting Members: William Kowalewski, Jonathan Shankman, Lin Lavery and Frederic H. Brooks.

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

Mr. Glass commenced the meeting by reading a statement from the Town Attorney regarding the obligation of the Committee members with respect to internal discussions of proposals by Architects.

Next, Mr. Glass asked whether the minutes of the March 5, 2008 meeting were reviewed by all and were approved. Upon motion duly made and seconded the minutes were approved. Mr. Toretta and Mr. Kaye abstained since they were not in attendance at that meeting.

Mr. Glass reported that the Architect Selection Task Force is in a short lull pending interviews with the four architectural firms invited to meet with the Task Force. Interviews are anticipated for April 2nd and April 3rd.

Mr. Lacey reported that he has heard from the Town Attorney and that proposals to assist in drafting a contract form for use with the Construction Manager are expected to be received shortly from two law firms (Pepe & Hazard and McCarter English).

Mr. Glass recommended that the Construction Management Selection Task Force members review the 1997 AIA form of General Conditions since they will likely be incorporated by reference into the Construction Manager's contract.

Mr. Soler suggested that the Committee clarify with the Town Attorney who will be responsible for the fees of the outside counsel in preparing the contract form to be used for the Construction Manager.

Mr. Glass indicated that he hoped to have the Architect contracted for within 60 days and to have the Construction Manager contracted for by July 1st.

Mr. Glass advised that he expected the voting members of the Committee to be the ones to vote on the selection of an Architect, following the completion of the interviews by the Architect Selection Task Force and the recommendation of the Task Force.

A budget for proposed repairs was handed out, which totaled approximately \$3,600,000. Mr. Toretta requested that consideration of that item be withdrawn since The Nathaniel Witherell Board had not approved of it. The item was withdrawn from discussion.

The next meeting of the Committee will be on April 2, 2008.

The meeting was adjourned at 8:30 a.m.

"Disclaimer: These notes were taken at the meeting of March 19, 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