

**DRAFT**

MINUTES OF THE FEBRUARY 4, 2009 MEETING OF  
THE NATHANIEL WITHERELL TOWN BUILDING COMMITTEE

The thirty-third meeting of the members of The Nathaniel Witherell Town Building Committee was held in the conference room at Nathaniel Witherell at 7:30 a.m. on February 4, 2009.

Present were:

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

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

Guests: Ray Augustine, Jack Hornak, Ken Henderson, Lynn Bausch, Susan Welsh, Bruce Dixon and Ashley DeMain.

Mr. Fox called the meeting to order. He asked whether the minutes of the January 7, 2009 meeting were reviewed by all and were approved. After a short discussion, upon a motion duly made and seconded the minutes were approved.

Mr. Toretta reported that the Architect is working on fitting the programming into the building. Person centered care is the plan which is desired and it calls for 1 staff person for each 8 patients.

Mr. Fox reported that the square footage required works in the tower for 32 person units. The Architect is working to see if an area for 42 rehabilitation patients and another 32 patient neighborhood.

Mr. Lacey advised that the revised RFQ for the Construction Manager has been reissued. The RFQ was revised because several proposals received were submitted as joint venture and some firms did not respond properly to questions asked. Since it was not possible to go back to ask for additional information from the firms, it was decided to request new proposals. The revised proposals are due by February 17, 2009. The scoring of the revised proposals are to be returned by Committee members to Jim Latham by February 23, 2009.

Mr. Lacey then reported that the approximate revised anticipated date for engaging a Construction Manager is May 4, 2009. Since the schematic design phase for the Architect is estimated to be completed by April 26, 2009, the idea is that one of the initial tasks of the Construction Manager would be to produce an estimate of costs based upon the schematic design.

Ms. Tarkington stated that at the December BET meeting, the BET was told by David Ormsby that no design dollars would be spent until September. Mr. Fox said that this was not correct. Mr. Toretta said that an estimate of building costs cannot be obtained until the Committee knows what the layout of the building might be so that staffing needs can be estimated as well. It is not possible to get those estimates without having design drawings.

Mr. Fox then reported that it is his understanding that the business plan has basically been laid out and the model of care (person centered care) agreed upon.

Mr. Bankson then reviewed outstanding bills presented for payment by Pepe & Hazard (\$1,050.00) and Curtis, Brinckerhoff & Barrett (\$1,292.50). Upon motion duly made and seconded, the bills were approved for payment.

Ms. Tarkington inquired as to whether the Committee members would be provided with information regarding expenditures made by the Committee on an ongoing basis. Mr. Fox indicated that a statement would be provided quarterly.

Mr. Fox then indicated that he thought the Committee should approach local zoning attorneys to submit proposals to represent the Committee through the zoning and wetlands hearing process. It was agreed that Mr. Kaye would inquire of the Town Attorney's office if he or they should make contact with the offices of Bruce Cohen, John Tesei, Tom Heagney, Chip Haslun and Robinson & Cole.

Mr. Bankson reported that he had asked Mr. Soler whether any federal funds might be available for the project. Mr. Soler indicated that there might be funds available for certain aspects of the project, but that an application would have to be made to determine that. Mr. Bankson then suggested that Mr. Soler be placed in charge of determining whether funding sources, other than the Town might be available for the project and it was agreed that he do so.

The next meeting of the Committee will be on March 4, 2009 at 7:30 a.m.

The meeting was adjourned at 8:40 a.m.

Respectfully Submitted,

Jeremy Kaye, Committee Clerk