

MINUTES OF THE MAY 6, 2009 MEETING OF  
THE NATHANIEL WITHERELL TOWN BUILDING COMMITTEE

The thirty-sixth 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 May 6, 2009.

Present were:

Voting Members: Andy Fox, Paul Toretta, Jeremy Kaye, Dr. Peter Arturi, Leslie Tarkington, Bill Hughes, 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, Bruce Dixon, Scott Neff and Ashley DeMain.

Mr. Fox called the meeting to order. He asked whether the minutes of the April 1, 2009 meeting were reviewed by all and were approved. Upon a motion duly made and seconded the minutes were approved.

Mr. Toretta was called upon to report on the progress of the Architects. He reported that there had been a meeting the day before and that the focus was on the rehabilitation aspects of the project. He advised that there was agreement on the number of patient rooms, beds and baths but that now other parts of the programming for common spaces of the households and mechanical requirements needed to be addressed. Mr. Toretta indicated that the Architects have been advised repeatedly that the programming must fit into the business plan and that the issues which impact this are being reviewed. The Architects have been advised to try to avoid adding any square footage to the site. The pavilion is being reviewed to see if its space can be utilized for mechanical systems. The Committee, in conjunction with the Architects, is reviewing the possibility of using alternative energy systems (i.e. co-generation) and whether, for example, hot water production and distribution should be decentralized.

Mr. Brooks advised that the draft Plan of Conservation Development being considered by the Planning and Zoning Commission would consider requiring new Town construction projects to comply with LEED requirements and to obtain LEED certification. Mr. Fox indicated that if this requirement is adopted by the Town, it would add approximately \$500,000 to the project.

Mr. Bankson proposed that Mr. Kaye review what the draft Plan of Conservation Development says with respect to the LEED issue and report to the Committee at the next meeting.

Mr. Brooks advised that a final meeting to comment on the plan is to be held this evening.

Ms. Tarkington asked whether the Committee was going to have a presentation by the Architects. Mr. Fox said that Committee members are welcome to the regular meetings with the Architects on the first and third Tuesdays of the month and that there will be a presentation by the Architects once the schematic drawings have been completed.

The Architects have already made a presentation to the staff so that the staff would be involved in providing feedback on its suggested needs and also a presentation to The Nathaniel Witherell Board. Mr. Fox is willing to have the Architects make a similar presentation to Committee members who might want to attend the next regular meeting of the Committee and the Architects on May 19, 2009.

Mr. Lacey then reported that the RFP's for the Construction Manager have been issued. There are 5 Construction Management firms which have been shortlisted to respond. The responses to the RFP are to be in by May 12, 2009. Mr. Latham will then make calls for references for the 5 candidates. The Committee members will be scoring the RFP responses while the reference calls are being made. Interviews with the 3 finalists chosen for interviews were to be on May 21, 2009. After discussion, it was agreed that an attempt would be made to move the date and time for the interviews to May 20, 2009 at 9:00 a.m.

Mr. Hughes submitted an overview of a 3 phased proposed communication plan to Mr. Fox. The proposed plan will be made available to Committee members for review.

Mr. Fox reported that a meeting with Bruce Cohen, the attorney hired to represent the Committee through the Town zoning process, was held on April 29, 2009. Mr. Fox reported that Mr. Cohen said that communication with neighbors is very important so that an attempt to educate the neighbors to what the Committee is seeking to accomplish and to address their concerns is made without those concerns first being aired during the Planning and Zoning meetings.

Mr. Toretta advised that 2 bids had been received for surveying work. Rocco V. D'Andrea, Inc. in Riverside and Redniss & Mead in Stamford submitted bids. The bid by Redniss & Mead was the lowest. Mr. Toretta moved that Redniss & Mead be engaged for surveying work. Ms. Tarkington seconded the motion. The motion unanimously passed.

SLAM's January and February bill was paid last Tuesday. This was later than the contract called for. Mr. Bankson submitted the latest bill from SLAM be approved. Mr. Lacey seconded the motion. The motion unanimously passed.

Mr. Fox then reported that Mr. Lacey will be moving to San Francisco at the end of June and will therefore be resigning from the Board at that time. The Committee expressed its gratitude to Mr. Lacey for his work on the Committee.

Mr. Toretta suggested that the Committee hire a commissioning company which would insure that the systems work properly. The company would also produce a document which would permit future parties to understand how the systems work.

Mr. Fox agreed that such a company should be engaged for this project. The estimated cost of such a party is \$75-100,000. If they are brought on now, they can contribute to the specification process on the mechanical side.

During the meeting, Ms. DeMain obtained a copy of the relevant portions of the draft Plan of Conservation Development for review. Mr. Kaye moved that the Committee send a letter to the Planning and Zoning Commission requesting that the Commission support LEED concepts and green design for municipal buildings, but that LEED certification not be required because of the cost of obtaining it. The motion was seconded and unanimously passed.

The next meeting of the Committee will be on June 3, 2009 at 7:30 a.m.

The meeting was adjourned at 9:00 a.m.

Respectfully Submitted,

Jeremy Kaye, Committee Clerk