

**Norwich Site Development Committee
For The
Former State Hospital**

Minutes of the August 3, 2009 Meeting

Members Present: Mayor Benjamin Lathrop, City Manager Alan Bergren, Robert Mills, Executive Director of NCDC, John Bilda, General Manager of NDPU, Peter Davis, Director of Planning & Development, John Paul Mereen, Citizen Representative, Tucker Braddock, Citizen Representative, Kathleen Murphy, Citizen Representative, Michael O'Neil, Citizen Representative.

Members Absent: Alderman William Nash, Alderman Peter Desaulniers

Others Present: Corporation Counsel Michael Driscoll.

Meeting was called to order by Moderator Robert Mills @ 5:30 P.M.

Roll call was taken and a determination was made that a quorum was present.

Introduction of new Committee Members, Kathleen Murphy and Michael O'Neil, Citizen Representatives. Kathleen Murphy will work on the Security, Maintenance, Insurance Committee and Michael O'Neil will work on the Infrastructure & Utilities Committee.

Minutes of the July 20, 2009 meeting were reviewed. Motion by John Bilda, second by Mayor Lathrop to approve, voted unanimously.

Committee reports were presented.

- Environmental costs are anticipated to be higher than originally thought. A further review of State documents has identified costs that were not included in preliminary estimates. Cost estimates have been derived from City bid documents and contracts for similar work. Director Davis presented a written report which has placed the potential environmental costs at \$4- \$5 million. Mr. Davis recommended that a budget item be included which would permit a review of his figures.
- Mr. Mereen presented his findings to the Committee relative to a review of the survey maps, legal descriptions and purchase agreement provided by the State. It was noted that the purchase agreement included the portion of the property located in Preston, which would have to be amended. There are also some issues related to the legal description and lack of physical references in the field. Proper points should be established in field in order to facilitate future subdivision and

development. Mr. Mereen will speak with Meehan & Goodin who did original survey and description work, regarding a price for corrective work.

- A question was raised regarding the State requirement that a Phase I be completed within 6 months prior to the conveyance. Committee would like to explore the option of having this requirement waived if the State would accept the recent work done for the City by VHB.
- Chairman Mills reported on the proposed draft budget document. He stressed that the initial numbers should be ignored at this point and the Committee should concentrate on the actual budget items to make sure nothing is missed. The budget will eventually be presented in three phases to the City Council for consideration. Chairman Mills asked the Committee members to review the document and attempt to try and plug in numbers before the next meeting.
- Chairman Mills reported that all existing data is available in the office of NCDC on either disc or in hard-copy form.
- Chairman Mills reported that a matrix had been borrowed from Preston relative to possible grants, loans or bonds sources. Matrix requires further review and work.
- Kathleen Murphy reported for the Maintenance, Security, Insurance, etc. Committee. They have identified a number of Action Items, which primarily involve meetings with City Department Heads such as fire & police in order to begin to assign dollars to future carrying costs. Of particular concern is maintaining the property in a presentable state after the City takes possession. A request was made by Chairman Mills that the Committee also look into the amount of the current PILOT payment received from the State, which will terminate upon conveyance.
- Mr. Bilda reported for the Infrastructure & Utilities Committee. Maps prepared by NDPU were distributed, which provided details on the current level of infrastructure available. Mr. Bilda is of the opinion that all existing infrastructure will have to be updated to support whatever the anticipated uses might be. The thought is that the cost for such upgrades are typically borne by the developer. NDPU will do further work to refine cost estimates based upon different development scenarios.

A discussion was held regarding dates for future meetings. Consensus was that the meetings should be changed to the second and fourth Mondays of the month. Time should remain the same, but in consideration of the very light public attendance and poor acoustics of Room 335, future meetings will be scheduled in Room 210. If a larger crowd should show up, the meeting could always be adjourned and moved. The next meeting will be August 10th in Room 210 of City Hall. The three meetings

are set for august 10, 17 and 24, and the committee will seek to use Room 210 for all pending availability.

Other general comments were that we should have someone from Preston be in attendance at our meetings to give an update on their progress. Chairman Mills will discuss that matter with Preston representatives.

Public comment by Kent Borner of Preston, “ Move to a smaller room. Cannot hear Committee discussion.” No other public comment.

Motion to adjourn by Mr. Mereen, seconded by Mr. Bilda, voted unanimously @ 6:33 P.M.