

**SAFARI Meeting Minutes September 15, 2011**  
**1:00 PM-3:00PM**

In attendance:

Rob Stanley, Town of Shandaken  
Candace Balmer, RCAP Solutions  
Vincent Bernstein, Town of Shandaken  
John Horn, Town of Shandaken  
Liz Higgins, CCE  
Eric Hofmeister, Town of Shandaken  
Beth Reichheld, NYC DEP  
Aaron Bennett, UC DOE  
Cory Ritz, UCSWCD  
Gretchen Rae, CCE

**Group review of the Town of Shandaken Flood Hazard Mitigation Plan proposals.**

Three Flood Hazard Mitigation Proposals were submitted by bid: **Atkins, Tetra Tech, Milone & MacBroom, Inc.**

General opinion is that all three are qualified and capable to fulfill the scope of work. Based on the noted strengths and weaknesses of all three firms; the SAFARI committee members suggest an in-person interview for further questioning of the project managers of each proposal.

**Next Steps: Interviewing the Proposal Project Managers:**

1. **Atkins** interview with Project Manager: Nathan Slaughter at **11am** (919) 876-6888
2. **Tetra Tech** with Project Manager: Jonathan Raser at **1pm** (973) 630-8042
3. **MMI** with Project Manager: David Murphy at **2pm** (203) 271-1773

Please know, the three project managers were told that they did not need to have a power point presentation (they only have 45 minutes for the whole question and answer session). They were also told that our group has a number of specific questions and topics we want addressed and that we wanted the representational staff at this interview needed to be the staff “on the ground” at this session.

4. Town Board Members will review the interview answers from each proposal and vote for their choice. (The SAFARI group members involved in the interview process will provide their recommendations to the Town Board but **ONLY** Town Board Members will vote).

**Interview Questions Proposed:**

1. CRS experience - What is your specific strategy to help the town be ready to apply?
2. Do you provide a cost/benefit analysis on different strategies?
3. What is your plan to get paperwork and documentation assembled?
  - a. What are your expectations from town labor with this?
  - b. What are you providing in terms of document assembly?
  - c. How far back in documentation are you planning on going?
4. What is your fluvial experience?
5. What is your familiarity with DEP & DEC regulations?
6. What is your familiarity with the Catskill Mountains and the physical attributes of this town?
7. What is your knowledge of the history of this town's flooding experiences?
8. Do you foresee any availability issues after this Hurricane? Any staffing issues or such in meeting the deadlines?
9. Give us an example of how another (small, mountainous, rural, eastern) community has benefitted from your services / improved their quality of life.

**SPECIAL MEETING: Monday, September 19<sup>th</sup> 11-3pm at the Shandaken Town Hall for the (3) interviews**