



**Nathaniel Witherell**  
**Building Committee Minutes**  
**January 23, 2017**

**Present:**

Larry Simon-Board Chairman  
Lloyd Bankson-Board Member  
Louise Puschel- Building Committee Chair  
Allen Brown-Exec. Director  
Audrey Kahn-Guest

Chris Alexander-Dir. Finance  
Lynn Bausch-Dir. Nursing  
Jack Hornak-Dir. Operations  
Barbara Shea-Guest

The Nathaniel Witherell Building Committee Meeting came to order at 3:30 PM.

**Minutes** – December 12, 2016 – Larry Simon 1<sup>st</sup>, Louise Puschel 2<sup>nd</sup> - all approved.

**FY2015-16 Capital Budget**

- **(16211) Wheelchair Bus** – The seats were installed and the bus has been put in service on November 22, 2016. Closed
- **(16213) Renovate 4 Tower Floors** – Both the tower renovation (16213) and the auditorium renovation (17205) have been posted. A pre-bid contractor meeting was conducted on January 11<sup>th</sup>. Ten contractor's attended. An addendum with multiple questions and answers will be posted on January 24, 2017. Due to the questions received and those to be received, the bid reply date has been extended from January 27<sup>th</sup> to February 9, 2017. The projected start date is the first week in April, 2017.
  - ✓ Estimated construction time frame of 4-8 months.
  - ✓ Drawings have been delivered to the CT-DPH for their review and approval.
  - ✓ Asbestos is present in the floor entrance ways to the bathing areas. Remediation will be conducted by Ospray Environmental, a TOG vendor for \$10,200.00 per floor for a total of \$40,800.00. Remediation will be conducted prior to the renovations of each bathing area.
  - ✓ The architect - Pustola & Associates has also been contracted for the auditorium design work (Project 17025), in order to maintain a consistent design look between the two projects.
  - ✓ Eversource Energy is working with the architects and USA LED Lighting Solutions on the energy efficiency lighting incentives.

**STEAP (Small Town Economic Assistance Program) Grant:**

- **(16216) Greenhouse Replacement (\$119,800)**
  - ✓ The Building Committee discussed the space allocation in a new greenhouse

between rehab and plant growing area. An increase in the rehab space to 85% would alleviate concerns of overcrowding in the main rehab area.

- ✓ Alternative options such as “pre-fab” greenhouse constructions to be investigated.
- ✓ Further work and discussions regarding this project will be presented to the Building Committee at the May 2017 meeting.

### **FY 2016-2017 Capital Budget**

- (17205) – Auditorium Renovation –The auditorium renovation (17205) has been posted. A pre-bid contractor meeting was conducted on January 11<sup>th</sup>. Ten contractor’s attended. An addendum with multiple questions and answers will be posted on January 24, 2017. Due to the questions received and those to be received, the bid reply date has been extended from January 27<sup>th</sup> to February 9, 2017.
  - ✓ The projected start date may be the first week in April, 2017

**(17202) – Wheelchair Van** – The new van has been delivered to Fleet for their inspections and should be in service by the second week in February, 2017. The delivered cost of \$63,111.20 reflects a town savings of \$26,888.80.

### **Nathaniel Witherell – Pavilion Building**

- A letter has been delivered to the residents informing of a 15% rent increase.
- A letter has been delivered to the residents informing them to remove their belongings from the basement area by the end of January. A dumpster has been provided for their convenience.
- Renovations to the common areas such as: hall way painting and carpeting will be forth coming.
- Two residents of the Pavilion, Barbara Shea and Audrey Kahn attended the meeting to present their concerns:
  - a. To be included in any projects to be done to the Pavilion.
  - b. The amount of the rent increase.
- Mrs. Shea presented to the committee that residing at the Pavilion has been approved by the Town of Greenwich in accordance with the town’s elderly, low income housing rulings. Mr. Simon to investigate.

### **New Business**

For the February 15<sup>th</sup> BET meeting, Witherell will present and answer questions regarding FY 2018 Capital projects

**Next Meeting is scheduled for Monday February 27th at 3:30 PM in the Board Room.**

Respectfully Submitted  
Jack Hornak  
Director of Facility Operations  
Nathaniel Witherell SNF