Nathaniel Witherell
Building Committee Minutes
Monday June 27, 2016

Present:
Allen Brown-Executive Director
Chris Alexander-Dir. Finance
Jack Hornak-Dir. Operations
Lynn Bausch-Dir. Nursing
Larry Simon-Board Chairman
Lloyd Bankson-Board Member
Louise Puschel-Board Member and Building Committee Chair

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

Minutes – May 24, 2016 – Larry Simon 1st, Louise Puschel 2nd - all approved.

Capital Projects Discussion:

- **(14217) Project Renew Witherell** – The Stone House Group final invoice for $6,750.00 has been paid. This account will be closed out.

- **(16211) Wheelchair Bus** – Budget vs. actual cost - $60,000/$51,885. The bus chassis is built and has been delivered. Upon final delivery (expected on July 19, 2016), TNW will lapse the balance of this appropriation.

- **16212) Garden Level Rehab 5 Room Renovation** – Mr. Hornak reported that the project has been completed, 30K under budget and two weeks ahead of schedule

- **(16213) Renovate 4 Tower Floors** – Mr. Hornak reported that the design patterns have been chosen and that the architects are completing the narratives along with the design drawings. The RFP will be submitted to the Town for posting after all issues, concerns and possible complicating matters have been discussed. RFP tentatively to be posted by end of August 2016, completion within the next FY.
  - Estimated construction time frame of 4-8 months.
  - The architects - Pustola & Associates have been contracted for auditorium design work, in order to keep consistency between projects.
  - Eversource Energy is working on the energy efficiency lighting incentives.
  - Ms. Puschel asked that a quote be obtained for all of the windows in the Tower Building that have failed. These windows have condensate between the glass panes and no longer function properly.
STEAP (Small Town Economic Assistance Program) Grants:

- (16216) Greenhouse Replacement ($119,800) – Mr. Hornak reported that the architects, Pustola & Associates, have presented the preliminary design for the greenhouse/Rehab replacement. Design concerns such as the installation of a ten-foot “frost wall” may force the project to exceed the allotted budget. This project is temporarily on hold to allow time for the tower project (#16213) to proceed in a timely fashion. We expect to explore options for this project in the next two months.

- (16218) Garden Renovation – Scheduled planting date – June 28, 2016. TOG will provide 6 trees, Shemin’s nursery has been awarded the bid to provide plantings. Rich Green Landscaping to plant all trees and plantings. Once the planting project is complete, Summer Rain will install the irrigation system. They are donating the system. Garden fountain to be discussed.

- (16219) Administration Building, Repointing – Mr. Hornak reported that this project is complete along with the cleaning of the Tower’s exterior concrete surfaces. All invoices have been submitted to the state for reimbursement.

Courtyard Deck (Friends of Nathaniel Witherell):

- The courtyard deck frame construction is complete, waiting for TOG framing and fire suppression system approvals (which have been obtained). Completion by the second week of July, 2016.

2016-2017 Capital Budget

- (17202) Wheelchair Bus – TNW will call the Fleet Department on Wednesday, July 25th to set up the purchase process. Mr. Simon requested a more formal purchase process than for the van purchased in FY 16.
- (17203) Laundry Equipment – The RFB has been submitted; bids to be received by mid July 2016.
- (17205) – Auditorium Renovation - Architects - Pustola & Associates will provide designs, to be consistent with Tower designs/schemes. RFQ to be combined with Tower renovations (16213).

New Business

- WBCT to provide a quote for transition strips leading into the Short Term Rehab bathrooms, due to a resident concern.

Next Meeting is scheduled for Monday July 25, at 3:30 PM in the Board Room.

Respectfully Submitted
Jack Hornak
Director of Facility Operations
Nathaniel Witherell SNF