

Nathaniel Witherell
Building Committee Minutes
September 21, 2016

Present:

Allen Brown-Executive Director
Chris Alexander-Dir. Finance
Jack Hornak-Dir. Operations

Larry Simon-Board Chairman
Lloyd Bankson-Board Member(via telephone)
Louise Puschel-Board Member and Building
Committee Chair

The Nathaniel Witherell Building Committee Meeting came to order at 10:00 AM.

Capital Projects Discussion:

- **(16211) Wheelchair Bus** – Budget vs. actual cost - \$60,000/\$51,885. The Wheelchair bus has been delivered. An additional \$2995.00 will be spent to upgrade the three passenger seats.
- **(16213) Renovate 4 Tower Floors** –RFQ is tentatively scheduled to be posted by end of October, 2016, and expected completion by June 30, 2017.
 - ✓ Estimated construction time frame of 4-8 months.
 - ✓ 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 on the energy efficiency lighting incentives. A meeting is scheduled with the architect on Friday the 23rd to discuss the narratives and drawings.

\$7,000.00 will be allocated from Witherell’s General Maintenance budget to replace seven (7) tower common area windows(\$6,500).

STEAP (Small Town Economic Assistance Program) Grants:

- **(16216) Greenhouse Replacement (\$119,800)** –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 October-November 2016 timeframe. Discussions as to why we are doing this project and the resultant allocation of space need to be resolved.
- **(16218) Garden Renovation** –Rich Green Landscaping has completed the plantings. Summer Rain has completed the irrigation system. The garden fountain has been installed.

All costs for this project have been presented and discussed. Additional STEAP grant funding may still be available. The state will be contacted to see the time line of available funds.

Courtyard Deck (Friends of Nathaniel Witherell):

- The construction of the courtyard deck is complete. The CO has been issued. The deck will be open to the public.

2016-2017 Capital Budget

- (17202) Wheelchair Bus – TNW has called Fleet Department to set up the purchase process. Fleet will be contacted to discuss the passenger seat arrangements.
- (17203) Laundry Equipment – Yankee Equipment Systems, Inc. won the bid for \$39,950.00 on a budgeted amount of \$40,000.00. Delivery and installation by September 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). A meeting is scheduled with the architect on Friday the 23rd to discuss the narratives and drawings. The replacement of six (6) Solarium windows will be included in the RFQ. A quote will be obtained to replace the double-hung windows along the north side of the auditorium. If there is available capital after the bidding process is complete, those funds will be used for this project.

Short Term Rehab bathroom Transition Strips

- WBCT presented an approved quote for \$6,150.00 for transition strips leading into the Short Term Rehab bathrooms, due to a resident concern. This project has been completed and the cost will be included in project 16212-five room rehab renovation.

October meeting

- Preliminary capital budget review, along with revisions to the 15-year capital plan.

Next Meeting is scheduled for Monday October 24, at 3:30 PM in the Board Room.

Respectfully Submitted
Jack Hornak
Director of Facility Operations
Nathaniel Witherell SNF