Nathaniel Witherell
Building Committee Minutes
Friday October 20, 2017

Present:
Larry Simon-Board Chairman   Allen Brown-Exec. Director
Louise Puschel- Building Committee Chair  Jack Hornak-Dir. Operations
Chris Alexander-Dir. Finance  Bruce Hollis-Pustolla & Associates

The Nathaniel Witherell Building Committee Meeting came to order at 11:30 AM


FY2015-17 Capital Budget

• (16213) Renovate 4 Tower Floors– The award has been issued to Wernert Construction, LLC.
  ✓ The CT-DPH did not approve the first submission of drawings.
  ✓ TNW, architects and contractors met with the TOG Fire Marshal on 9/27/2017.
  ✓ The TOG Fire Marshal on 10/12/2017 did not approve the project while resident rooms are occupied.
  ✓ Various options have been discussed regarding a change of scope to allow for residents occupied rooms during renovation. Werenet Construction will develop a schedule and logistic plan to be presented to the town for approval.
  ✓ Upon approval from the TOG Fire Marshal, a request for approval will be submitted to the CT-DPH.
  ✓ Estimated start date – January 2018.
  ✓ Estimated construction time frame of 4-8 months.

(16205) Auditorium Renovation – Award has been issued to WBCT.

  ✓ The CT-DPH did not approve the first submission of drawings.
  ✓ TNW, architects and contractors met with the TOG Fire Marshal on 9/27/2017.
  ✓ The TOG Fire Marshal has been contacted on 10/18/2017 for renovation approval.
  ✓ Upon approval from the TOG Fire Marshal, a request for approval will be submitted to the CT-DPH.
  ✓ Estimated start date – January 2018.

Nathaniel Witherell – Pavilion Building

  ✓ An over-all 15-year capital plan is being developed and will be discussed further at our next meeting.
  ✓ A rent increase of 3% is scheduled for February 2018.
Building Committee Minutes
Continued

Capital projects for FY 2018

- Water Line Replacement – $180,000 (Project Code 18211)
  - Plans have been approved by TNW, to be sent to TOG.
  - An existing condition survey is scheduled for 10/25/2017.
- Kitchen Equipment – $70,000 (Project Code 18207)
  - A new Tilt Skillet has been purchased - $12,830.00
- Tower Air Conditioner Replacement Units – $50,000 (Project Code 18209)
  - A capital cost increase from 33k to 50k due to product cost increase.
  - A Sole Source request to be sent to Purchasing.
- General Capital – $80,000 (Project Code 18210)
- Nursing Equipment – $50,000 (Project Code 18208)
- Resident Bed Replacement Program – $45,000 (Project Code 18206)
  - A Sole Source request has been approved.

NEW BUSINESS

STEAP Grant

- The CT DPH Fiscal Administrative Office contacted Witherell indicating the remaining balance of 182,718.00 can be applied to a new contract and an updated scope of work. Required information to be sent to Contracts and Grants Management Section of the CT DPH.
- 2019 Capital Budget has been presented.
  - Additional information will be discussed for the capital request for the greenhouse renovation.
  - The November Building Committee will present to the Witherell Board for approval.

Next Meeting is scheduled for Monday, November 20, 2017 at 3:30 PM in the Board Room.

Respectfully Submitted
Jack Hornak
Director of Facility Operations
Nathaniel Witherell SNF