



Nathaniel Witherell
Building Committee Minutes
Monday, January 25, 2016

Present:

Allen Brown-Executive Director
Lloyd Bankson-Board Member
Jack Hornak-Dir. Operations
Louise Puschel-Board Member

David Ormsby-TNW Board Chairman
Larry Simon-Board Member
Chris Alexander-Dir. Finance

The Nathaniel Witherell Building Committee Meeting came to order at 4:30 PM.

Minutes – December 14, 2015 - Louise Puschel 1st – all approved.

Capital Projects Discussion:

- **(14217) Project Renew Witherell** – There is an encumbrance of \$6,882.49 for Turner Construction that must be resolved and a total unspent balance of \$16,680.76. Mr. Simon reported that the final Project Renew meeting is to be scheduled, to discuss and resolve available balance and bring this account to zero.
- **(15209 and 15210) Pickup Truck & Ongoing Maintenance** – These two accounts should be brought to zero balances since they are complete.
- **(16210) Nursing Equipment** – The purchase of an Arjo Resident Lift for \$7,444.48 to be charged to nursing capital account. If this was already purchased, where was it charged?
- **(16211) Wheelchair Bus** – Budget vs. actual cost - \$60,000/\$51,885 to be delivered. Once bus has been delivered, lapse balance of appropriation and bring account to zero.
- **(16212) Garden Level Rehab 5 Room Renovation** – Mr. Hornak reported that the architectural designs are complete; the RFB is finished and will be submitted to the town for review by January 29, 2016. Estimated start date to be mid May 2016, with the estimated completion date to be June 30, 2016. Mr. Hornak indicated that the RFB requires that there to be a test shower constructed to determine the correct water flow/drain pattern. What accounts for the \$8,075 expended to date?
- **(16213) Renovate 4 Tower Floors** – Mr. Hornak reported that there might be an additional cost of 175k associated with the ceiling replacement estimates for the tower renovations.
- Pustola & Associates have been appointed to provide the design services associated with this project for \$24,850. The estimated start date is July 1, 2016 with an estimated construction time frame of 4-6 months.

- **(16214) Tower Room Renovations** – Mr. Hornak reported that 17 of the total number of 21 rooms have been completed. Budget vs. actual cost - \$250,000/\$250,000. To be completed - February 29, 2016.

STEAP (Small Town Economic Assistance Program) Grants:

- **(16216) Greenhouse Replacement (\$119,800)** – TNW has met with the architects - Pustola & Associates to discuss the replacement and interior design for the greenhouse/Rehab replacement. Designs being developed. Timetable?
- **(16217) Employee Parking Lot** – Complete – budget vs. actual cost - \$75,000.00/\$71,500.00. Has the vendor been paid?
- **(16218) Garden Renovation** – To start March – April 2016. Next Steps?
- **(16219) Administration Building. Repointing** – The RFB had been issued, bids have been recorded and the lowest bid by G.L. Capasso, Inc has been accepted. Budget vs. bid - \$100,000/\$51,885. What is the total budget for this project and
- **(16223) Security Upgrades** – Complete. Budget vs. actual cost - \$100,000/\$91,500. Has the vendor been paid and are we holding back money? Total spending and encumbrances are \$92,160.

Courtyard Deck(Friends of Nathaniel Witherell):

The designs are complete and all of the material has been delivered. The law office of Fogarty Cohen Selby & Nemiroff are working with the Town of Greenwich and the engineer Rocco V. D’Andrea to resolve any required drainage drawings. Ms. Sadik-Kahn at the full Board meeting agreed to call Rocco V. D’Andrea to speed up the receipt of drawings.. Mr. Brown noted that the legal cost of \$3,085 would be paid by TNW (from what fund?). What is the total cost of this project and where is the money kept?

Next Meeting is scheduled for February 22 at 3:30 pm in the Board Room.

Respectfully Submitted
 Jack Hornak
 Director of Facility Operations
 Nathaniel Witherell SNF