

Nathaniel Witherell
Building Committee Minutes
Monday July 25, 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 – June 27, 2016 – Larry Simon 1st, Lloyd Bankson 2nd - all approved.

Capital Projects Discussion:

- **(16211) Wheelchair Bus** – Budget vs. actual cost - \$60,000/\$51,885. The bus chassis has been built and delivered to the dealer. Upon final inspection and delivery to the Town (expected – Early August, 2016), TNW will lapse the balance of this appropriation.
- **(16213) Renovate 4 Tower Floors** –RFQ tentatively to be posted by end of August 2016, completion within this FY.
 - ✓ Estimated construction time frame of 4-8 months.
 - ✓ The architects - 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.
 - ✓ 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. Budget quote to be obtained to determine if the cost can be included within the tower renovations or if another funding source must be found.

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.

- **(16218) Garden Renovation** –Rich Green Landscaping has completed the plantings (but not the installation of the sod. Summer Rain has started the irrigation system. Garden fountain to be discussed. All costs for this project to be presented at the September TNW Board meeting to discuss STEAP grant re-documentation and submittal.

Courtyard Deck (Friends of Nathaniel Witherell):

- The construction of the courtyard deck is complete. A recommendation was made to discuss various issues with the contractor. The Town inspection is scheduled for Thursday July 28, 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 – Yankee Equipment Systems, Inc. won the bid for \$39,950.00 on a budgeted amount of \$40,000.00. Delivery and installation by mid August 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).

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. Work to be completed by the end of August, 2016.

Next Meeting is scheduled for Monday September 26, at 3:30 PM in the Board Room.

Respectfully Submitted
Jack Hornak
Director of Facility Operations
Nathaniel Witherell SNF

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