



**Nathaniel Witherell**  
Building Committee Minutes  
Monday, March 28, 2016

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**Present:**

Allen Brown-Executive Director  
Larry Simon-Board Chairman  
Jack Hornak-Dir. Operations  
Louise Puschel-Board Member

Lynn Bausch-Dir. Nursing  
Chris Alexander-Dir. Finance  
Nisha Hurst-Board Member

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

**Minutes** – February 22, 2016 – Mr. Larry Simon 1<sup>st</sup>, Ms. Louise Puschel 2<sup>nd</sup> - all approved.

**Capital Projects Discussion:**

- **(14217) Project Renew Witherell** – Mr. Simon spoke with Andy Fox regarding the available balance of \$17,500.00. Mr. Simon to discuss with TOG and BET to resolve and close out this project.
- **(16211) Wheelchair Bus** – Budget vs. actual cost - \$60,000/\$51,885. The bus chassis is being built and will be delivered in March 2016. Upon delivery in April 2016, lapse balance of appropriation.
- **16212) Garden Level Rehab 5 Room Renovation** – Mr. Hornak reported that the RFB has been awarded to WBCT, Inc. (WellBuilt Inc.) for the amount of \$177,559.00. Mr. Hornak met with the officers of WBCT to discuss their company, the project and the conditions Witherell, TOG and the DPH require. The tentative start date is scheduled for Monday, May 2nd, but could be accelerated through purchasing and legal reviews. Jack to work with Purchasing to complete all forms. In addition to this contract, there are costs for architectural work (\$12,000), Nurse Call System (\$15,000) and Chiller silencing (\$18,000) for a total cost of \$222,559, which is below the appropriated amount of \$272,000.
- **(16213) Renovate 4 Tower Floors** – Mr. Hornak reported that the architects - Pustola & Associates are currently working on the designs for this project. Key Dates are:
  - Final architectural designs are expected to be completed by April 18, 2016 (delayed from March 31<sup>st</sup>).
  - RFP to be issued by the Town by May 2, 2016 (pushed back from April 17, 2016).
  - Contract to be issued and work to start in July-August.
  - Estimated construction time frame of 4-8 months.
  - All designs specs will be presented to a Board chosen committee for approval.

- **16214) Tower Room Renovations** – Mr. Hornak reported that all resident rooms on the second floor have been completed on time and on budget. All resident rooms in the tower are now renovated. This project is complete and on budget.

**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. Mr. Hornak to discuss further with Pustola & Associates.
- **(16218) Garden Renovation** – Scheduled planting dates - April 2016 after the repointing of the courtyard for project 16219 below. Plantings to be purchased and the contractor, Rich Green will do the planting. The \$50,000 for this project includes the cost of all of the plants as well as the work to do the planting.
- **(16219) Administration Building. Repointing** – G.L. Capasso, Inc. Start date is projected to be April 6, 2016. Courtyard side of the Administration building to be completed first. Bid is \$51,885. Estimated time for courtyard is two weeks.

**Courtyard Deck (Friends of Nathaniel Witherell):**

The building permit has been issued with the stipulation of a code required “under deck” sprinkler system be installed as required by code – NFPA 13, 5-8.5.3.1. The state fire marshal “deemed unacceptable” a code modification request to exclude the sprinkler system. MJ Daly has been directed to design and present prints to the TOG fire marshal for approval and install the sprinkler system. Estimated start of construction early April 2016 and completion date will also be in the month of April.

**New Business:**

- Approval to purchase dining furniture for Café Witherell for \$8,200.00. This is in lieu of a monthly lease with a 13 month payback.
- Approval to purchase spare and replacement PTAC units for the short term Rehab area for \$21,176.00.

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

Respectfully Submitted  
Jack Hornak  
Director of Facility Operations  
Nathaniel Witherell SNF