



Nathaniel Witherell
Building Committee Minutes
Tuesday, May 24, 2016

Present:

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

Larry Simon-Board Chairman
Lloyd Bankson-Board Member
Louise Puschel-Board Member

The Nathaniel Witherell Building Committee Meeting came to order at 3:30 PM.

Minutes – April 25, 2016 – Mr. Larry Simon 1st, Mr. Lloyd Bankson 2nd - all approved.

Capital Projects Discussion:

- **(14217) Project Renew Witherell** – The Stone House Group final invoice for \$6,750.00 has been submitted with payment expected in June 2016. Then this account will be closed out.
- **(16211) Wheelchair Bus** – Budget vs. actual cost - \$60,000/\$51,885. The bus chassis is built and has been delivered. Upon final delivery (Expected in July), TNW will lapse the balance of this appropriation.
- **16212) Garden Level Rehab 5 Room Renovation** – Mr. Hornak reported that the project is on schedule. All work proceeding nicely. The State DPH have been notified for a 100% completion inspection the week of June 13, 2016. The 75% inspection was waived.
 - All Town required inspections: plumbing, electrical, framing and insulation have passed.
 - The Carrier chiller silencer, with a noise reduction of 15 Db is being installed.
 - The nurse Call System to be installed by Raintech Sound & Communication.
- **(16213) Renovate 4 Tower Floors** – Mr. Hornak reported that the architects - Pustola & Associates has presented Witherell with the design boards which are to be reviewed by a sub-committee of the Board by June 15th at the latest.

Key dates are:

 - RFQ to be issued by the Town by July 1, 2016.
 - Estimated construction time frame of 4-8 months.
 - Will combine the tower and auditorium renovations, in order to keep consistency between projects.
- TNW will meet with Eversource Energy regarding energy efficient lighting on June 8th.

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. Design concerns such as the installation of a ten-foot “frost wall” may force the project to exceed the allotted budget. RFB to be issued in July 2016. The current space allocation of the Greenhouse is 1/3 rehab and 2/3 plants.
- **(16218) Garden Renovation** –Scheduled planting date – June 6, 2016. TOG will provide trees, Shemin’s nursery to provide plantings. Rich Green Landscaping to plant all trees and plantings. Still waiting for competitive bids on the cost of the plantings. Once the planting project is complete, Summer Rain will install the irrigation system. They are donating the system.
- **(16219) Administration Building. Repointing** –G.L. Capasso, Inc. has started the re-pointing. Courtyard side of the Administration building to be completed first. Estimated time for courtyard is two weeks. Various other exterior repairs will be addressed within this project.

Courtyard Deck (Friends of Nathaniel Witherell):

- The” Call Before You Dig” company has been reluctant to trace the underground services within the courtyard. The new start date is May 25, 2016 and the completion date will be in the month of June. Nathaniel Witherell will take the responsibility for the sprinkler installation. The installation has started of the under the deck sprinkler system as required by code.

New Business:

2016-2017 Capital Budget

- (17202) Wheelchair Bus – TNW will call the Fleet Department on Wednesday the 25th to set up the purchase process.
- (17203) Laundry Equipment – TNW will work with purchasing to set up the purchase process.
- (17205) – Auditorium Renovation - Architects - Pustola & Associates will provide a design quote, to be consistent with the tower renovations. RFQ to be combined with Tower renovations (16213).

Next Meeting is scheduled for Monday June 27, at 3:30 PM in the Board Room.

Respectfully Submitted
Jack Hornak
Director of Facility Operations
Nathaniel Witherell SNF