

Our Island Home- Building Committee

Minutes of the Meeting of 16 May 2017. The meeting took place in the PSF Community Room, 4 Fairgrounds Road, Nantucket, MA 02554.

Members of the Building Committee present: Libby Gibson- Town Manager, Rachel Day- Human Services Director, David Fredericks- Chairman, Jim Kelly- BOS, Dawn Hill Holdgate- BOS, and Allison Forsgren- FOOIH.

Ed King- OIH Plant Supervisor

Members of the Community present:

Meeting called to order at 1:47 pm by Chairman, David Fredericks.

ACCEPTANCE OF AGENDA

The Building Committee accepted the agenda as presented.

ANNOUNCEMENTS

1. Motion to accept minutes of 27 April 2017, was approved.

AGENDA

1. Review of 3-5 Year Repair/Maintenance/Capital Needs Plan for OIH
 - a. Current OIH administrator reviewed OIH capital projects.
 - i. Medical Record Software- not specific to building but engaging PointClickCare. Erin Kopecki to provide project oversight.
 - ii. Misc Code updates/ Storage – working on this currently, King to work with DPH on approval of room repurposing. Upgrade current storage system in general store room and dry food storage area.
 - iii. Repair Boilers and Related Systems & Central Heat Recovery- Northern Energy anticipated being onsite the week of May 25th or the following week. Will also address the failed boiler inspection. Boiler inspection failed, NE is aware and King will obtain a written report addressing correction of boilers. Condenser unit replacement is needed aligned with roof repair; waiting for date confirmation.
 - iv. Bathroom Upgrades (subject to borrowing will take place in June) - Will require DPH approval. SMRT is working on a draft of construction that should be available end of his week along with an overall package outline to include in-room bathroom upgrades. OIH staff has reached out to LSC supervisor for insight. Will require Vertex as potential project oversight.
 - v. Window Repair (subject to borrowing) - Side wall repair and 39 combo windows need replacement. King to oversight project with Vertex assistance on bid specs for the project.

Our Island Home- Building Committee

- vi. Resident Closet & Furniture Upgrades - Looking into custom made closets which will require an RFP. Other items will be purchased.
- vii. Kitchen & Laundry Upgrades- appliances have been priced out. Will need engineer onsite to review makeup air and Vertex to assist with project oversight and bid specs. Tile work to be done as bundled as well.
- viii. Electrical Panel- SMRT drafting drawings for DPH approval. Will potentially utilize Vertex for project oversight and bid specs. Hope to review draft plans by end of this week.
- ix. Exterior Sewer – DPW onsite today and discovered manhole will not provide resolution to the issue as the sewer line runs along the west wing and not where current plans indicate. Working on access points instead.

COMMITTEE'S COMMENTS

1. Members of building committee plan to take a look at the exterior sewer project to understand new direction.
2. Fredericks discussed the need to continue to provide some assistance to the above projects but it might be necessary to put the formal Building Committee on hold until the Board of Selectman provide future direction. Motion made by Holdgate to suspend the committee for now, seconded by Forsgren. All members present in favor.
3. Fredericks got clarification that with the suspension of the committee, it is still possible to send out general updates on the on-going capital projects.
4. Gibson mentioned that an update will be done to the BoS on June 7th.

PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned by Chairman, David Fredericks, at 1:56 PM.

Respectfully Submitted,

Rachel K Day, Dir Human Services, Administrator- OIH

Cc: Building Committee Members