

Our Island Home- Building Committee

Minutes of the Meeting of 27 April 2017. The meeting took place in the PSF Training Room, 4 Fairgrounds Road, Nantucket, MA 02554.

Members of the Building Committee present: Libby Gibson- Town Manger, Rachel Day- Human Services Director, David Fredericks- Chairman, Jim Kelly- BOS, Dawn Hill Holdgate- BOS, Steve Maury- FinCom, Peter McEachern- FinCom Allison Forsgren- FOOIH.

Ed King- OIH Plant Supervisor and James Boudreau-Vertex

Members of the Community present: Darcy Creech

Meeting called to order at 1:58 pm by Chairman, David Fredericks.

ACCEPTANCE OF AGENDA

The Building Committee accepted the agenda as presented.

ANNOUCEMENTS

1. Motion to accept minutes of 11 April 2017, was approved.
2. Next OIH Building Committee Meeting will be held on 16 May 2017 at 130pm.

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- Point Click Care will assist with improving quality measures.
 - ii. Facility, System, and Equipment Improvements- Condenser unit replacement is needed aligned with roof repair. King will get a written schedule from Northern Energy regarding related projects.
 - iii. Repair Boilers and Related Systems & Central Heat Recovery and Thermo Sets- Northern Energy is on the last phase. Boiler inspection failed, NE is aware and King will obtain a written report addressing correction of boilers.
 - 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 by next meeting. OIH staff has reached out to LSC supervisor for insight.
 - v. Window Repair (subject to borrowing)- Side wall repair and 34 combo windows need replacement.
 - vi. Resident Closet & Furniture Upgrades- Closet tracks aren't working properly making closets difficult to open. Looking into custom made closets, rather than buying furniture in order to create more personal space for the residents.

Our Island Home- Building Committee

- vii. Kitchen & Laundry Upgrades- Laundry units have been priced out. New items will help with the makeup air in these areas. Walk-ins will need replacing; will be keeping in mind that floors under walk-ins may need replacement.
- viii. Electrical Panel- SMRT was onsite 4/26 to discuss possible construction of electrical room.

COMMITTEE'S COMMENTS

1. Forsgren will attend an initial conference call regarding PCC with OIH Admin.
2. Members of building committee plan to take a look at the widows walk relating to the condenser replacement and roof repair.
3. Maury believes borrowing amount for windows will be sufficient. He also states that many local vendors and contractors are eager to help with OIH capital projects.
4. Day explained that the current facility has windows that are not in compliance and become a safety risk. Mark Duarte from Sherburne Commons toured the facility and is working with King to create a preventive maintenance plan.
5. McEachern will be touring the kitchen in order to better assist with related capital project.
6. Fredericks believes kitchen hood ventilation need to be look at. Day expressed her concern with the grease traps as well. Work with David Gray has begun, replacing sewer line in the near future to prevent backup in the kitchen.
7. Day addressed a few other projects in process- sprinkler full pressure testing, storage room for lifts & charging station, and repurposing a room for office space. Daniel Gent will be contacted in order to gain DPH insight.
8. Fredericks mentioned that there will be a summary addressing procurement strategy & cost, timeline, and priority rating on each project for next meeting, which will then be presented to BOS for feedback. Building committee will pause until direction is provided from BOS. Holdgate believes an update from BOS will be available in June.

PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned by Chairman, David Fredericks, at 2:38 PM.

Respectfully Submitted,
Erin Kopecki, Asst. Administrator- OIH

Cc Building Committee Members