

MCH Building Project – Employee E-mail Update July 8, 2008

Hello everyone,

After sending out a communications survey in April, we promised to update you on the building project at MCH, which will begin in August. Below are updates in several areas, and we will keep you updated on a regular basis.

PARKING LOT IMPROVEMENTS AND RELATED SITE WORK

In August, construction vehicles will arrive at MCH to change and improve our parking lots and construct a perimeter road on campus. The exact date will depend on when we receive our permit from the state Department of Environmental Services. At that time, portions of some parking lots will be closed temporarily. Before construction begins, we will e-mail a map of open and closed parking areas to you with instructions on where staff and patients can park. Parking lot and perimeter road construction is currently scheduled to last approximately one year. When completed, the new perimeter road will tie into the new entrance and access road from route 202.

ACCESS ROAD

This fall, the Town is expected to begin construction on the access road from Route 202, just north of Brady's Plaza, to Old Street Road. We anticipate that the access road and new entrance to MCH will be complete in late 2009.

CAMPUS AND ROAD TIMELINE

Attached is a handout that will be posted at several entrances and in literature racks throughout the hospital. You will see a drawing of the campus and road plans along with a general timeline. This sheet is for staff and the public and will be updated on a regular basis. As far as improvements to hospital buildings go, we expect these changes to be initiated 2 years from now, in 2010. Please feel free to share this information with family and friends.

COMMUNICATIONS

Thank you to everyone who answered the communications survey we sent in April. Your responses indicated that the most preferred way for employees to receive information about the road and building project is through e-mail. We will use this as one of our main ways to provide you with timely information.

In addition to regular e-mail updates, look for the following communications:

- MCH web site updates
- Articles in the Pulse
- Updates on the bulletin board near the cafeteria
- Updates on posters and handouts at the hospital entrances
- If you would like Tom Humphrey and Laura Gingras to come to a department meeting for an update, please contact Laura Gingras

We want to be sure that our employees have the most up-to-date information about this project. This is the first of many updates you will be receiving. If you have any suggestions for communications or questions about the building project, please contact Laura Gingras in the department of Community Relations at ext. 4666 or at laura.gingras@mchmail.org.

Thanks for all that YOU do to make MCH the best community hospital for employees and patients.

Laura Gingras and Tom Humphrey