

Approved February 20, 2014
Minutes of the Taft Building Committee
Thursday, January 9, 2014
7:00 p.m.

In attendance: Joe Cronin, Susan Darnell, Jay Washburn, Chuck Noel, Amy Fahey,
Paul Fitzgerald, Moritz Schmid

Also: Mary Bulso, Andrew Jenrich

The meeting was called to order at 7:03 p.m.

A motion to approve the agenda was made by Jay Washburn and seconded by Chuck Noel and approved unanimously.

A motion to approve the minutes of the meeting on December 11, 2013 was made by Jay Washburn and seconded by Chuck Noel and approved unanimously.

Open items on the Decision Log were reviewed.

1. Kevin followed up on the possible need for a variance as the structure is set too close to the street to meet current regulations. Both building inspectors, Milford and Mendon, have consulted and determined that a variance is not needed. Joe will seek an email confirmation of their opinion.
2. Don has sent contact info for the Committee members to Abacus.
3. A meeting was held with the Green Communities people, Guardian Energy, Abacus, the Library Director, and representatives of the Building Committee on December 18 to discuss the possible collaboration with the Green Communities with the library renovation.
4. Kevin will report back at the next meeting about his conversation with Fred Lapham.
5. Andrew has posted the septic plans on the website.
6. Andrew has reviewed the information on the linear shelf space but has also contacted the MBLC for more guidance.
7. Don and Susan have sent DRA floor plans to Abacus.

8. Joe has sent information of public water supply to Abacus.
9. Don sent link to Abacus regarding the Decision Action Log and an explanation of how the Log is used to track issues related to the project.
10. Abacus has not sent a draft RFR on haz-mat mitigation; Mary will follow up once their contract has been signed. When received, Joe will ask Town Counsel to review RFR to determine if the subcontract should be signed by the Town or by Abacus. (There is asbestos tile in the upstairs subfloor and a suspicion of PCB's in the window caulking).
11. Jay has determined that there are two layers of shingles on the roof, the last within the past 10 years.

Green Communities meeting was held on December 18 to introduce the various players and discuss how the grant program could support the renovation of the building. Subsequent to the meeting, Anne Mazar forwarded a copy of the previous year's grant to David Eisen so that he could review the content and requirements. In summary, the state would need to approve the addition of 29 North Ave to the list of eligible projects. A decision is expected by mid-January. Secondly, the state would need to accept the methodology devised by Guardian Energy to estimate what the utility cost/usage would have been if the building had been in full operation in the prior year. If those two conditions are met, then a grant can be submitted. There is potential conflict between the role of Guardian Energy and the mechanical engineer from Abacus. Anne is agreeable to the substitution of Abacus staff as long as they can provide the information needed to prepare the grant which is due in March.

The approval of the Design Services Firm contract is on the agenda for the next BOS meeting on January 13, 2014. Mary understands that the sticking point is the cost for preparing an annual audit. Both lawyers have been in touch and are in agreement on the issue.

Joe and Don drafted an Annual Town Report and circulated it to the Committee for review. Two minor edits were recommended (remove the first sentence following the listing of Committee members, augment the final paragraph). Jay will complete the edits and submit the final document to Joe which is due on January 15.

Items not reasonably anticipated 48 hours prior to meeting touched upon two items discussed at the Trustees meeting on January 8th. The first was an update on a joint meeting with the Friends of the Library and the Trustees to begin the process of a fundraising campaign. Committee members were asked to forward any suggestions for the campaign to Susan or Andrew. Hopkinton's campaign of 1,000 homes for \$ 1,000 (a Web based credit charge spread out over 5 years) was mentioned, as well as a Casino Night. Webster has hired a professional fundraiser and their activities can be monitored on their website.

In addition the Trustees wanted to bring a recommendation to the Building Committee to consider razing the Rectory. After discussion the Building Committee recommended that it be used for dry storage by the Library until such time as an alternate use could be found by the Town.

Joe would like Abacus to meet with BVT as soon as their contract has been signed.

Paul has secured the services of a firm that will do a peer review/audit of the Abacus design.

Meeting adjourned at 8:04 upon a motion by Chuck and seconded by Moritz and approved unanimously.

No date has been set for the next meeting. Once we hear that Abacus is ready to meet with us, a meeting will be scheduled. Public water supply will be a priority topic.

Submitted by Susan Darnell