

Approved March 26, 2014

Taft Library Building Committee Meeting  
Taft Public Library  
Mendon, MA 01756  
Thursday, March 20, 2014  
7:00 p.m.

Committee Members Present:

Joe Cronin, Amy Fahey, Dan Labastie, Don Morin, Chuck Noel, Kevin Rudden

Susan Darnell (via Skype)

Others Present:

Mary Bulso, OPM, Lamoureux-Pagano Associates  
Andrew Jenrich, Library Director, Taft Public Library  
Anne Mazar, Chair, Mendon Land/Energy Use Committee, Mendon Community  
Preservation Committee  
Bill McHenry, Mendon Green Communities Grant Coordinator

I. Call to Order

The meeting was called to order by Joe Cronin at 7:13 p.m.

Don and Joe reminded the group that Susan Darnell was participating remotely via Skype as a result of her inability to attend due to geographic distance, and that all votes will need to be performed via roll call.

II. Approval of Agenda

MOTION: A motion was made by Kevin Rudden, seconded by Chuck Noel, to approve the agenda.

DISCUSSION: None.

VOTED: Unanimous by roll call vote.

III. Approval of Meeting Minutes from March 11, 2014

MOTION: A motion was made by Kevin Rudden, seconded by Amy Fahey, to approve the meeting minutes from March 11, 2014.

DISCUSSION: Andrew asked about including attachments in the pdf version of the approved minutes for posting to the town website. Don explained that the attachments are typically shared with the Committee during the draft version of the minutes which are in M/S Word format. Once he converts to pdf format the attachments just show up as icons. Joe asked if Don could try to include the attachments with the March 11 minutes for posting. Don agreed to give it a try.

VOTED: Unanimous by roll call vote, with Dan Labastie abstaining as he wasn't present at the meeting.

IV. Green Communities Grant Program

Anne Mazar informed the Committee that \$130K was available to the library from the Green Communities Grant program. She asked if the Committee could put together a proposal showing how a more efficient heating system could be installed with the grant money over the base system that would be required to heat the new library. The Committee agreed to do this but first needed to decide on the type of HVAC system to install in order to put together the proposal. The Committee will do this later in the meeting. The grant money could also be used for additional insulation or new windows, although windows don't typically show a good enough payback. Anne mentioned that when they looked at replacing windows in the existing library the payback would have taken 80 years. Anne will write the narrative for the grant, but she needs the data from the Committee/architect to complete the application. The application deadline is April 18<sup>th</sup>, so Anne would prefer to have all the information by April 10<sup>th</sup>, giving her a week to complete the narrative. Mary will provide Anne the information as it becomes available.

After the discussion Mary asked what Bill McHenry's role would be, and Bill gave a brief overview of how he would interface with a potential contractor if the Town should receive a grant. It was felt that we needed to clarify the role so that there is no confusion between Bill's and Mary's responsibilities with potential contractors should a grant be received.

ACTION: Don will work with Bill and Anne to clarify the role of the Green Communities Grant Coordinator (Bill's role) should a grant be received. This would help Mary with adding any potential verbiage to a contract with any potential supplier of the HVAC system that could be purchased with a grant.

## V. Public Water Supply Discussion

Joe shared an email that he received from Missy Kakela-Bottoms of the Mendon Board of Health regarding the requirements of having a public water system in a building in order to hold town meetings. The email is included here:

From: Missy Kakela-Bottoms [mailto:boh@mendonma.gov]  
Sent: Wednesday, March 19, 2014 10:48 AM  
To: Cronin, Joseph  
Subject: RE: Public Water Supply and committee meetings

Good Morning Joe

As far as a PWS it was DEP who determined that the fire station cannot be used as place for meetings because on the number of people at the fire station. Below is the answer I got when I asked Susan Connors from DEP about the use of the fire station for meeting space.

Missy,

We have discussed internally the previous PWS determination for these buildings and your question below. Changing the status of the meeting rooms to public use is the trigger for public water system determination. A change in the number of employees could also trigger the PWS threshold. Additionally, based on the definition provided in my email below, we would also classify a separate well for

the police station as a PWS source. The best solution for the town is to register/permit one source for both buildings as a public water supply; then they would have the flexibility to use both buildings to their full extent.

If you have any more questions about the registration or permitting process, please let me know.

Susan

The only PWS we have are the senior center, town hall complex and town beach. I'm not sure what kind of information you are asking for exactly. Please let me know if I can help get the information you need.

Thank you

Missy Kakela-Bottoms, Sr. Administrative Assistant  
Mendon Board of Health

Mary stated that the owners of the Mendon Drive-In offered to share the paperwork that they used to get their water supply registered with the DEP. Mary will contact Fred Lapham on Friday as he was out of the office today.

#### VI. HVAC Update

Joe reminded the Committee of the options that were under consideration from the prior meeting. The most cost effective solution was air source heat pumps. When asked if these systems would require electric heat backup in the cases of very cold winters, Abacus' engineering consultant Sergio Siani stated that "the heat pumps would be sized so that they alone can provide the required heat. We have a number of these installed in projects that heated the buildings during this past cold winter without needing supplementary heating." Based on this, Joe asked for a motion to select the HVAC source for the new library.

MOTION: A motion was made by Dan Labastie, seconded by Chuck Noel, to select a high efficiency air source heat pump solution for the HVAC system in the new library, and to compare its cost with that of a low efficiency air source heat pump solution as well as the existing system if it could be used for comparison purposes when applying for the Green Communities Grant.

DISCUSSION: None

VOTED: Unanimous by roll call vote.

#### VII. BVT Update

Mary stated that she has left messages for Tom Belland at BVT and is waiting for a reply.

#### VIII. UEC Hazardous Material Testing Update

Mary summarized the results of the hazardous material testing performed by UEC. She mentioned that, as expected, the flooring and window caulk are both hot for asbestos. There could also be wrapped wires or piping in the walls with asbestos, as

they found a small piece of wire on the boiler that was hot. She also mentioned that the stained glass in the windows had been removed, so only a single pane of glass remains. She will investigate if the glass can be replaced with double pane. If they are, they will need to be abated due to the caulk being hot. The report from UEC also contained a quote for the cost of asbestos abatement, which amounted to \$43K, plus any additional oversight charges. Mary mentioned that it is always good to have a second set of eyes on the work when abatements take place. Mary agreed to put together bid documents for the abatement work.

ACTION: Mary will investigate options for replacing the single pane windows.  
ACTION: Mary will put together bid documents for the asbestos abatement work.

#### IX. Review Open Items on Decision Action Log

Don walked the Committee through the items on the Decision Action Log. An updated copy of the document is included here. It will also be posted to the library website.



Taft Public Library  
Decision Action Log - F

#### X. Items not reasonably anticipated 48 hours prior to meeting

Joe mentioned that we needed to start reviewing the budget at each meeting. We are now starting to pay for things that are eating into the contingency and we need to be aware of the impact this will have on the future of the project. Don and Joe agreed to put together a budget summary for review at the next meeting.

ACTION: Don and Joe to put together a budget summary for review at the next meeting and all subsequent meetings.

Joe asked Mary if she knew when Abacus would have a 30% review ready along with a cost estimate. Mary will check with them on Friday.

ACTION: Mary with ask Abacus when they will have a 30% review ready along with a cost estimate for the project.

Mary mentioned that Abacus has recommended a Geo Tech Site Investigation be performed where the elevator and entry are going. The initial quote received by Abacus seemed high, so Mary asked if the town might have anyone with a back hoe to dig the site to perform the soil testing where the elevator and entry will be. Kevin mentioned that there are several people in town with a back hoe who could do this, and suggested we contact Alan Tetreault and the Highway Dept. for help. Mary said she would check with Abacus and see if this is acceptable and if they could have their engineer on site to do the soil analysis when the hole was excavated out.

Joe agreed to check with the BOS about giving away items left behind in the former church, such as the cupola, interior lights, wood from the altar, etc. He stated that he already has agenda time at their next meeting.

XI. NEXT MEETING

Based on Committee member availability the next meeting will be held on Wednesday, March 26 at 7pm at the Taft Public Library. Agenda will include an update on the Public Water System, HVAC costs, Green Communities Grant, BVT discussions and an update on the discussion with the Board of Selectmen.

XII. ADJOURNMENT

MOTION: A motion was made by Kevin Rudden, seconded by Chuck Noel, to adjourn the meeting.

DISCUSSION: None.

VOTED: Unanimous by roll call vote.

The meeting adjourned at 8:33 p.m.

Minutes by Don Morin