

Approved September 24, 2014

Taft Library Building Committee Meeting
Taft Public Library
Mendon, MA 01756
Wednesday, August 27, 2014
7:00 p.m.

Committee Members Present:

Joe Cronin, Susan Darnell, Amy Fahey, Dan Labastie, Don Morin, Chuck Noel, Kevin Rudden, Moritz Schmid, Jay Washburn

Others Present:

Mary Bulso, OPM, Lamoureux-Pagano Associates
Andrew Jenrich, Library Director, Taft Public Library

I. Call to Order

The meeting was called to order by Joe Cronin at 7:00 p.m.

II. Approval of Agenda

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

DISCUSSION: None.

VOTED: Unanimous.

III. Approval of Meeting Minutes – August 13, 2014

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie, to approve the meeting minutes from August 13, 2014.

DISCUSSION: None.

VOTED: Unanimous.

IV. Green Communities Grant Update, \$6K Grant for Bid Specs and Design Services, and National Grid Incentives

This item was passed over as the team had not yet received an update from Bill McHenry on these items.

V. Septic System Repairs

Mary reported that ADC Septic has checked out the distribution box and found that roots have penetrated the system. Five of six lines that were inspected with a camera had roots growing through them out to the leach field. The group will need to discuss repairing the system as part of the project work.

VI. Well Water System Improvements

Mary is still waiting to hear from Darling on the improvements, which will take place after the asbestos abatement work is completed.

VII. Financial Update

Update on Alternative Funding Sources:

Susan has been in touch with Zach in Senator Moore's office who is looking into options for the \$1.2 million in the MBLC (Mass. Board of Library Commissioners) budget, as it still isn't clear if we can obtain this funding from the MBLC as our project does not meet their base requirements. Don has also been in touch with Representative Fernandes who is helping to understand how the Town can obtain the \$50K in funding for the energy efficient windows.

Budget Review:

Don shared an updated budget that shows the updates agreed to at the last meeting, including moving the furnishings to Soft Costs and subtracting the \$71,116 in potential savings suggested by David Eisen from the budget to leave an additional \$41,603 for contingency, which would raise contingency to ~13% of the hard costs, and would result in a balanced budget.

Jay Washburn expressed concern that we had already spent over \$30K in contingency to date and we hadn't even put a shovel in the ground yet. As a result, Jay suggested we increase contingency to 15%, to which Kevin Rudden quickly agreed. Don mentioned that if we did this we would show a deficit in our budget and asked if we wanted to take the money from somewhere else to show the budget as balanced, but Joe suggested that since we'll be getting an updated set of budget numbers in a couple of weeks anyway, we should just show the budget with a net deficit and then deal with it when we get the new numbers.

MOTION: A motion was made by Jay Washburn, seconded by Kevin Rudden, to increase the contingency line item in the budget to 15% of the hard costs.

DISCUSSION: Don did a quick calculation and explained that the contingency would now be \$215,730 and the budget will now show a deficit of \$101,423, with potential offset savings of \$71,116 as well as any additional savings we may want to pursue in the furnishings line item.

VOTED: Unanimous.

Invoice Approvals:

Joe informed the Committee that an invoice from Abacus was received (#HS101652) for Yankee Engineering testing services for \$2500 for their work digging additional test pits in June (invoice #20979) as well as \$1500 from UEC for design services (invoice #4359). Adding Abacus' 10% coordination fee brings the invoice total to \$4400.

MOTION: A motion was made by Kevin Rudden, seconded by Jay Washburn, to approve payment of \$4400 to Abacus for services from Yankee Engineering and UEC plus the 10% coordination fee.

DISCUSSION: None.

VOTED: Unanimous.

Chair/OPM Spending Authorizations – None

VIII. Update on Preparation for Demo work by Worcester County Sherriff's Office

Moritz stated that obtaining dust masks would not be a problem and that he is working on obtaining hand tools. At the last meeting Susan agreed to provide lunch for two out of the ten days that the volunteers will be on site, Kevin offered to provide pizza for one day, and Mary suggested ordering food from Oliva's and having it delivered. Susan will prepare lunch on the 8th and 10th, Kevin agreed to cook hamburgers and hot dogs on the 9th, and the rest of the days food will be ordered. Susan and Andrew will help with the ordering of food, likely from Oliva's and/or Deluxe Pizza. Joe offered to drop off cases of Gatorade and water. It still isn't clear what the working hours will be. Mary will check and will let the group know. She also said that she would meet with the group on the first day to let them in and discuss the work to be performed, and she could also lend a key to the supervisor of the work crew so that they could start the work upon arrival for each of the subsequent work days.

IX. Review Open Items on Decision Action Log

Mary informed the Committee that abatement work is ongoing and is expected to be completed by September 5th. Moritz was planning on removing the remaining railings tomorrow (8/28) and putting them in the existing dumpster. Joe will check with Paul to see if this dumpster can be removed and replaced with another. Jay Washburn had originally agreed to draft a letter to the Town Crier thanking BVT for their volunteer work. Jay said that he hadn't yet gotten to this but that he would. Joe asked if he would follow up with another for the Worcester County Sherriff's office and Jay agreed. The Committee thought it was best to submit separate letters, and Jay will do that.

X. Items not reasonably anticipated 48 hours prior to meeting

Jay Washburn stated that he looked at the water seepage at the work site and suggests that it is just due to disturbed landscaping and/or the door. He isn't concerned that it will be a major problem to address.

Mary asked about all the acorns in back of the church and suggested trimming back the oak trees. Susan agreed to look at the trees but suggested just using a leaf blower to blow the acorns off the paved areas.

Mary stated that she had spoken with Tom Belland from BVT who stated that the students would have time to provide during the existing school year since BVT's expansion project was defeated by the voters. Mary will work with Tom to give them some work, potentially building the circulation desk and/or some shelving, doing some assembly of shelving, potentially attending site walks with Mary, etc. Tom suggested attending a future meeting to discuss options.

XI. NEXT MEETING

The next meeting will be held on September 23, 2014 at 7pm at the Taft Public Library pending new budget numbers being received by Abacus before then. Agenda topics will include an update on the Green Communities Grant and other grants and incentives applied for by Bill McHenry, an update on the demo work by the

Worcester County Sherriff's department, a septic system update, a well water repair update, and a financial/budget update.

XII. ADJOURNMENT

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

DISCUSSION: None.

VOTED: Unanimous.

The meeting adjourned at 8:03 p.m.

Minutes by Don Morin