

**Approved May 14, 2015**

Taft Library Building Committee Meeting  
Mendon Upper Town Hall  
Mendon, MA 01756  
Wednesday, April 29, 2015  
7:00 p.m.

Committee Members Present:

Amy Fahey, Paul Fitzgerald, Dan Labastie, Don Morin, Chuck Noel, Kevin Rudden, Moritz Schmid

Others Present:

Mary Bulso, OPM, Lamoureux-Pagano Associates  
Andrew Jenrich, Library Director, Taft Public Library  
Kim Newman, Mendon Town Administrator (called away ~7:30pm)  
Mike Goddard, Chair, Mendon Board of Selectmen (arrived ~7:15pm)

I. Call to Order

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

II. Approval of Agenda

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

DISCUSSION: None.

VOTED: Unanimous.

III. Approval of Meeting Minutes – April 22, 2015

MOTION: A motion was made by Kevin Rudden, seconded by Chuck Noel, to approve the meeting minutes from April 22, 2015.

DISCUSSION: None.

VOTED: Unanimous.

IV. Update on General Contractor Reference Checks

Mary updated the Committee on her reference check results on the two lowest bidders. The lowest bidder was GTC Construction from Haverhill, MA and the second lowest was Coletta Contracting, Inc. from Pawtucket, RI. There were some complaints about GTC in the responses, mainly due to not being on top of their subcontractors and slipping on schedules. The quality of their work was always good. One reference check from the town of Brookline raved about their work. Paul asked about flexibility with schedule and if things were to slip would we run into issues with funding for the OPM or Architect contracts and Mary said we wouldn't.

Given that these types of issues do happen from time to time, coupled with the fact that we can't afford to take the second lowest bid as it is \$166.4K higher and we don't have the funding to support this increase, the Committee decided that it would award the contract to GTC but would manage them closely. Mary and David Eisen will meet

with GTC up front to share their concerns and to align on a process to ensure that close communications are kept throughout the project. Moritz suggested that he, Joe Cronin, Paul and others familiar with this type of work could make periodic checks on the project to ensure that things are proceeding per plan. Moritz and Mary suggested having a check sheet of things to check during the visits, and Paul suggested having a schedule to use as a reference to validate that things are on track.

Before entertaining a motion on the contractor, the group decided to get a financial update first.

V. Financial Update

Fund Raising:

Andrew informed the group that donations toward the new library are now up to about \$62,000. A recent donation for naming rights to the children's area was received in the amount of \$15,000, and another \$2500 came in from a local business. Additional business requests have gone out from the Friends to solicit more funding.

Budget Review:

As mentioned above we only had one general contractor bid come at our budget number. Don shared a budget review and it shows that the project is now ~\$107.4K short. The fundraising will help close this gap, but additional funding will be needed from the town so we will need to request it at the Annual Town Meeting. The group decided to move on to this topic immediately.

VI. Discussion on Annual Town Meeting Warrant Article for Additional Funding

The group discussed the budget deficit to determine how much additional funding to request from the town. Given that we've already used up ~\$60K of our \$226K contingency, there are concerns that we may not have enough, even though it was budgeted at 15%. Given this concern the group felt it should ask for the full \$75K originally planned. Don mentioned that he had been in contact with Representative Fernandes earlier today and he was working with Senator Fattman to restore the \$50k earmark in the 2016 budget. Since that funding won't be available till FY16 (July at the earliest), the committee cannot count on these funds at this time.

At this time Moritz requested a motion for the GC and the annual town meeting warrant article.

MOTION: A motion was made by Kevin Rudden, seconded by Amy Fahey, to recommend to the Mendon Board of Selectmen to award the general contractor selection to GTC Construction Management from Haverhill, MA in the amount of \$1,507,600.

DISCUSSION: None.

VOTED: Unanimous.

MOTION: A motion was made by Kevin Rudden, seconded by Chuck Noel, to continue with the original plan of requesting \$75,000 in additional funding via debt exclusion through article 16 on the Mendon Annual Town Meeting warrant.

DISCUSSION: None.

VOTED: Unanimous.

Financial Update (continued)

Invoice Approvals:

Moritz informed the Committee that an invoice was received from Shea Engineering & Surveying, Inc. in the amount of \$3520 for site topography and wetlands delineation work.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$3520 for site topography and wetlands delineation work to Shea Engineering & Surveying, Inc.

DISCUSSION: None

VOTED: Unanimous

Chair/OPM Spending Authorizations: None

VII. Building Committee Membership – Status of Additional 9<sup>th</sup> Member

The committee updated Selectman Mike Goddard on the status of the committee, whereby having eight members with one on assignment made it more challenging to reach a quorum and that nine would be better. Mike Ammendolia was approached but can't commit at this time. Selectman Goddard suggested we wait till after the town election to understand the make-up of the new board and Fin Com members and revisit this at a later time. At that time Mike Ammendolia may have a better understanding of his work situation and can be approached again. This item will be put on the back burner for now.

VIII. Review Open Items on Decision Action Log and Donation List

Don walked through the open items on the Decision Action Log.

Item # 146: Amy stated that the Friends are still in the process of requesting donations from Home Depot, Lowes, Walmart and others.

Item # 158: Moritz has followed up with BVT to understand the timing for the request to get approved for work in the fall. This item will continue to be tracked until we get a commitment from BVT.

Item # 185: Don followed up with the Town Administrator regarding the process to sell the lights at the former church to raise money for the project but has not yet received a response. The committee will track this item as it moves further along with the project.

#187: Don mentioned at the last meeting that he sent a letter to the Building Inspector asking for approval up front to allow for a certificate of occupancy to be

granted to the general contractor prior to flooring being installed in the new library. He has yet to receive a response. Mike Goddard suggested that Don follow up with Kim Newman on this to see if she can help get a response.

#189: At the last meeting it was mentioned that Moritz sent a request to the Board of Selectmen asking if the selected general contractor could use the rectory for weekly construction meetings to save money on the rental of a construction trailer. The Board of Selectmen will take this up at their May 1<sup>st</sup> meeting. Selectman Goddard saw no issues with this, but wanted to get Town Counsel to weigh in to understand if any liability issues would be incurred. Dan also wanted to be sure that the rectory only be held for meetings so that no damage can be done to the building.

#190: Don has been in contact with Bill McHenry regarding the finalization of the OATA contract to secure the \$6K funding grant. Bill will be invited to the next meeting to ensure we can close on this with LPA and Abacus.

#191: Moritz invited the BOS and Finance Committee members to the April 29th meeting; only Selectman Goddard was able to attend. The Fin Com was meeting at the same time in the lower town hall.

#192: Mary checked if building permit fees were included in the bids, and they were not. They were removed from the scope of the project.

Other items were either addressed during the meeting or require attention from someone not present.

IX. Items not reasonably anticipated 48 hours prior to meeting

None.

X. Next Meeting Date, Time and Agenda

The next meeting will be held on May 14<sup>th</sup> at 7pm. The meeting will be used to discuss naming rights and posting of plaques for donors, to review the OATA contract status, to review the status of the debt exclusion vote and review the financial status, and to determine next steps for the project with the GC. David Eisen, Bill McHenry and the Friends will be invited to the next meeting.

XI. Adjournment

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

DISCUSSION: None.

VOTED: Unanimous.

The meeting adjourned at 8:04 p.m.

Minutes by Don Morin