

Approved October 13, 2015

Taft Library Building Committee Meeting  
Taft Public Library  
Mendon, MA 01756  
Tuesday, September 22, 2015  
7:00 p.m.

Committee Members Present:

Amy Fahey, Dan Labastie, Don Morin, Kevin Rudden, Moritz Schmid

Others Present:

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

I. Call to Order

The meeting was called to order by Moritz Schmid at 7:02 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 – August 6, 2015

MOTION: A motion was made by Dan Labastie, seconded by Kevin Rudden, to approve the meeting minutes from September 1, 2015.

DISCUSSION: None.

VOTED: Unanimous, with Kevin Rudden abstaining since he wasn't at the meeting.

IV. Construction Update

Mary shared two pictures with the Committee that showed the creation of a swale at the rear of the property for water retention and the preparation work that has been done for installation of the elevator. Mary also explained that the project has encountered an issue with the rear wall that will require a change order. Two structural engineers have been on site to inspect the wall which contains hollow blocks. Construction work has been delayed as a result. Steel will have to be added and attached to the gable, and the wall will need to be rebuilt with 2"x8" construction. Everything is repairable, but it will drive some added cost and will push out completion of the project. The change order for the front and side stairs and the elevator block mentioned at the last meeting will cost ~\$15K more. The change order for that work is forthcoming.

Waterproofing is ~75% complete. The Otis elevator is expected to arrive the second week of January, the wall pull testing approved at the last meeting passed, and the windows have been ordered and are expected to arrive in about eight weeks.

## V. Financial Update

### Fund Raising:

The Friends have collected ~\$76K to date to go toward the building project with the recent addition of \$5000 for the naming rights of the reading porch from Justine Brewer of Southwick's Zoo. The Friends are planning a spirits night on October 6<sup>th</sup> at the Town Hall, and they are still finalizing plans for a cow chip bingo fund raiser on November 7<sup>th</sup>. The event is expected to raise up to \$10K. The Friends have also validated the names that will appear on the donor tags. Mary suggested that we arrange for a tour of the construction site for the Building Committee and the Friends when it makes sense. There is too much demolition work ongoing now, making the site too unsafe for a tour at this time.

### Budget Review:

There is not much that has changed with the budget so it wasn't reviewed. Don will check with the Town Administrator Kim Newman to inquire about the \$50K for the energy efficient windows as it isn't clear if it has been received by the town yet.

### Invoice Approvals:

Moritz informed the Committee that an invoice was received from GTC Construction Management for General Contractor services for September in the amount of \$125,313.

**MOTION:** A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$125,313 to GTC Construction Management for General Contractor services for the month of September.

**DISCUSSION:** None

**VOTED:** Unanimous

Moritz informed the Committee that an invoice was received from Lamoureux Pagano for OPM services for the month of August in the amount of \$1440.

**MOTION:** A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$1440 to Lamoureux Pagano for OPM services for the month of August.

**DISCUSSION:** Due to the potential delay in the project and the extra time Mary has had to spend on the project due to unforeseen circumstances LPA will likely need to request some additional funds to take them through the rest of the project. Mike Pagano will send a letter to the Town regarding this matter.

**VOTED:** Unanimous

It was mentioned earlier in the meeting that a change order is forthcoming for ~\$15K to pay for removal of the side and front stairs and for additional work to remove concrete for the elevator. In order to avoid waiting to approve the change order, the Committee decided to approve it prior to receiving it and Mary and Moritz will process the paperwork when it arrives.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$15,000 to GTC Construction Management for a change order to pay for removal of the side and front stairs and for additional work to remove concrete for the elevator.

DISCUSSION: None

VOTED: Unanimous

Chair/OPM Spending Authorizations:

Nothing was approved by Moritz and Mary since the last meeting.

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

1. BVT support for counters in circulation areas – Moritz
  - Moritz will follow up with the school to ensure that the work is scheduled for the current semester.
2. Sale of vintage square pendant lights at former church – Don
  - There is no new update from the Town on the sale of the vintage square pendant lights. Don will follow up with Linda Hawkes to inquire about the status of having them turned over to a consigner for a possible sale.
3. Plans for engaging flooring donor to prepare for installation – Paul/Mary
  - Mary and Paul still plan to meet with David to discuss plans for engaging the donor of carpeting materials and labor.

VII. Plans for Moving Items from Current Library to Future Library

Amy and Andrew inquired about plans to move items from the current library to the future library. Don explained that there is \$2000 in the budget for moving expenses, which won't cover much. There will be a need to move the shelving from the former fire station to the new library and have it assembled. The Committee discussed looking for volunteers to take care of the shelving.

ACTION: Moritz and Andrew will look at the shelving and take pictures to understand what will be needed to move it and have it assembled.

The Committee will look for volunteers to move and assemble the shelving when the time makes sense. Andrew will also get in touch with a mover to understand what is required to move the book collection, including the sequencing and layout.

VIII. Items not reasonably anticipated 48 hours prior to meeting

Andrew asked about the availability of computers and Don reminded him that due to the delay in the approval of the school district budget the computers will not be available until next summer. Andrew will look into any potential MBLC grants for

technology, and the Friends have also offered to look into Tech Soup for discounted equipment.

**ACTION:** Andrew will look into potential MBLC grants for computers.

IX. Next Meeting Date, Time and Agenda

The next meeting will be scheduled for Tuesday, October 13<sup>th</sup> at 7pm. The meeting will be used to get a status update on construction progress, an update on the naming rights and posting of plaques for donors, a financial update, and a review of the Decision Action Log. Don will check with the Committee as we approach this date to ensure a quorum will be available.

X. 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 7:54 p.m.

Minutes by Don Morin