

Approved December 7, 2015

Taft Library Building Committee Meeting  
Taft Public Library  
Mendon, MA 01756  
Tuesday, October 13, 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 via phone  
Bill McHenry, Affordable Housing Coordinator and Green Communities Manager, Town of Mendon  
Corin Cook, Milford Daily News

I. Call to Order

The meeting was called to order by Moritz Schmid at 7:00 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 – September 22, 2015

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie, to approve the meeting minutes from September 22, 2015.

DISCUSSION: None.

VOTED: Unanimous.

IV. Construction Update

Mary explained to the Committee that issues with the rear wall of the building were uncovered. The rear wall is free standing, consisting of unreinforced concrete block that is not tied in anywhere. Given this issue, a change order in the amount of \$107,231 has been received. Mary and Moritz are hoping to reduce this figure slightly, but only by a couple thousand dollars at most. Moritz explained that he, Joe Cronin and Paul Fitzgerald reviewed the change order and approved the work. Since the wall will need to be reinforced, the project will be delayed a bit. Mary is working with the general contractor on a new schedule, and it is likely that completion of the project will now be delayed until January.

Mary also mentioned that the cupola has been removed, and the siding will be installed soon. The siding will be sealed with primer, but the final coats of paint will likely be postponed till the spring when the weather is warmer.

**MOTION:** A motion was made by Kevin Rudden, seconded by Dan Labastie to approve a payment not to exceed \$107,231 to GTC Construction Management for a change order to reinforce the rear wall of the building.

**DISCUSSION:** None.

**VOTED:** Unanimous.

## V. Financial Update

### Green Communities Grant:

Bill McHenry reported that the OATA grant of \$6000 should now be complete with the funds moved from the Green Communities account to the library renovation account. Mary wasn't sure that the funds were received by LPA yet, but said she would check.

**ACTION:** Mary will check to see if the \$6000 OATA grant has been completely received by LPA.

As far as the Green Communities Grant goes, Bill would like to send the HVAC specifications to DOER to start the ball rolling on getting the funds released. Mary agreed to check on the HVAC specifications to see if they are ready for release. Once the HVAC work is done, Bill will share pictures with DOER to close out the grant.

**ACTION:** Mary will check with David to ensure that the cut sheets for the HVAC system have been approved and are ready for release to Bill McHenry so he can share them with DOER as part of the Green Communities Grant reimbursement process.

Bill mentioned that he has \$21K in incentives available for energy efficiency project(s) like windows, insulation, lighting, etc. The Committee thought that the choice of energy efficient windows might be a good choice for these funds. Bill requested that the Committee provide information that shows that the cost of the energy efficient windows are >\$21K more than ordinary windows. Bill will then help with getting the \$21K for the project.

**ACTION:** Mary and Moritz will provide Bill with the information on the new windows to show that they are more efficient than ordinary windows and that they are more than \$21K more expensive, making them eligible for the grant.

At this point in the meeting Bill McHenry left the meeting and Mary dropped off the phone. The time was 7:20pm.

### Fund Raising:

The Friends have collected ~\$80K to date to go toward the building project with the recent addition of \$500 from the spirits night on October 6<sup>th</sup> at the Town Hall. The Friends have finalized plans for a cow chip bingo fund raiser on November 7<sup>th</sup> from 10am to 2pm on Veterans Field. The event is expected to raise up to \$10K, and about 20% of the bingo slots have been sold thus far. The Friends have

continued to validate the names that will appear on the donor tags. Andrew asked Don to include Gaye and Leesa on future meeting agendas to they can provide updates to Andrew on fund raising efforts in a timely manner. Don agreed to do this.

#### Budget Review:

Don explained that the \$50K for the energy efficient windows approved by the state legislature has not yet been received by the town. After contacting Representative Fernandes, Don learned that the funds have been frozen by the Governor. Senator Fattman and Representative Fernandes are working to try to get the funds released for use on the project. Don also mentioned that the ~\$107K for the recent change order will be covered by our contingency line item which has ~\$165K remaining. Hopefully no additional change orders will be received as the funding for this line item is quickly diminishing.

#### Invoice Approvals:

Moritz informed the Committee that an invoice was received from Abacus Architects and Planners for a portion of the construction phase of architectural services in the amount of \$3391.20.

**MOTION:** A motion was made by Dan Labastie, seconded by Kevin Rudden to approve payment of \$3391.20 to Abacus Architects and Planners for a portion of the construction phase of architectural services.

**DISCUSSION:** None

**VOTED:** Unanimous

Moritz informed the Committee that an invoice was received from GTC Construction Management for General Contractor services for September in the amount of \$71,532.

**MOTION:** A motion was made by Dan Labastie, seconded by Kevin Rudden to approve payment of \$71,532 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 September in the amount of \$2400.

**MOTION:** A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$2400 to Lamoureux Pagano for OPM services for the month of September.

**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 emailed Tom Belland to ensure that the work is scheduled for the current semester.
2. Sale of vintage square pendant lights at former church – Don
  - Don explained that the consigner did not want to try to sell the lights and that Linda Hawkes will look into advertising them on eBay instead.
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.
4. Look at the shelving and take pictures to understand what will be needed to move it and have it assembled – Moritz/Andrew
  - Moritz hasn't had a chance to look at the shelving yet but plans to do so prior to the next meeting.
5. Look into potential MBLC grants for computers – Andrew
  - Andrew explained that an MBLC grant is not likely, but he is looking into MLS (Mass. Library System) grants instead. He will also work with the Friends to look into Tech Soup and Edge for low cost tech options, and will talk with other members of the local consortium for options.

VII. Items not reasonably anticipated 48 hours prior to meeting

Andrew and Don mentioned that Lawney Tinio had contacted both of them to offer assistance with any networking assistance that may be needed for the project. Don thanked Lawney for his offer and let him know that the Committee will call on him in the future if needed.

VIII. Next Meeting Date, Time and Agenda

The next meeting will be scheduled for Wednesday, November 4<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.

IX. 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 7:42 p.m.

Minutes by Don Morin