

Approved January 14, 2016

Taft Library Building Committee Meeting  
Taft Public Library  
Mendon, MA 01756  
Tuesday, December 7, 2015  
6:30 p.m.

Committee Members Present:

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

Others Present:

Andrew Jenrich, Library Director, Taft Public Library  
Mary Bulso, OPM, Lamoureux-Pagano Associates (arrived at 6:43pm)

I. Call to Order

The meeting was called to order by Moritz Schmid at 6:30 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 – October 13, 2015

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie, to approve the meeting minutes from October 13, 2015.

DISCUSSION: Due to the lack of a quorum on November 4<sup>th</sup> there was no meeting and therefore no minutes to approve for November.

VOTED: Unanimous.

IV. Construction Update

No additional change orders have been brought forward but a small one is expected. The Committee is expecting a small credit for electrical work which will now be overhead instead of underground. A few other small changes are being reviewed and may result in a cost of a few thousand dollars. Mary will bring this information to the Committee at the next meeting.

The project is still tending toward a mid-February completion. The project delay will not cost any additional funding for the General Contractor, however. The outside waterproofing is nearly complete. The windows are installed. Moritz stated that he took some pictures and will share them with the Committee and the Town for posting to the Town's website.

## V. Financial Update

### Fund Raising:

The Friends have collected ~\$85K to date to go toward the building project with the recent addition of >\$6K from the cow chip bingo fund raiser. The fund raiser went well, and the Friends may consider doing another one in the future.

### Budget Review:

Don explained that the \$50K for the energy efficient windows approved by the state legislature has still not yet been received by the town. He has been in contact with Board of Selectmen Chair Mark Reil who informed Don that Senator Fattman assured him that the funds will be received eventually, it's just not clear when. Don shared a summary of the spending to date and informed the Committee that there is a balance of ~\$71K not yet committed, which would be reduced to ~\$21K if the funding from the State is not received. This includes the \$75K debt exclusion approved by the Town. The Committee needs to monitor any unanticipated costs very closely as the project nears completion.

### 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 \$7159.20.

**MOTION:** A motion was made by Kevin Rudden, seconded by Chuck Noel to approve payment of \$7159.20 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 November in the amount of \$296,147.

**MOTION:** A motion was made by Kevin Rudden, seconded by Chuck Noel to approve payment of \$296,147 to GTC Construction Management for General Contractor services for the month of November.

**DISCUSSION:** None

**VOTED:** Unanimous

Moritz informed the Committee that an invoice was received from Lamoureux Pagano for OPM services for the month of November 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 November.

**DISCUSSION:** None

**VOTED:** Unanimous

Moritz informed the Committee that an invoice was received from Lamoureux Pagano for OPM services for the month of October 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 October.

DISCUSSION: None

VOTED: Unanimous

#### Chair/OPM Spending Authorizations:

Because there was no official meeting in November due to the lack of a quorum, Moritz Schmid approved some invoices to ensure that those contractors who performed work were paid for their services. Don summarized the five invoices that were approved, and the Committee approved them after the fact.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$995.50 to Abacus Architects for UTS Testing Services plus the 10% coordination fee, \$4000 to Allstate Asbestos Services for the removal and disposal of windows, \$3014.40 to Abacus Architects for a portion of the construction phase of architectural services, \$68,103 to GTC Construction Management for General Contractor services for October, and \$128,487 to GTC Construction for a change order to cover the cost of the rebuilding and reinforcement of the rear wall, removal of a second slab below the top slab at the new elevator pit, and the demolition of stairs below top stairs in the front of the building.

DISCUSSION: All of these costs were expected and understood by the Committee prior to the approval by the Vice Chair, so there were no surprises.

VOTED: Unanimous

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

1. BVT support for counters in circulation areas – Moritz
  - Moritz spoke with Tom Belland about the counters. They may be a bit too large for the school to build as is. David Eisen is working with the school to determine if they need to be split in two and a seam introduced so that the work can be completed. BVT students were at the site today to get a tour of the building.
2. Sale of vintage square pendant lights at former church – Don
  - Don mentioned that Linda Hawkes is advertising them on Craigslist.
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.
  - Mary asked Moritz about the VCT and he stated that he has it in storage at Consigli in Milford.

4. Check to see if the \$6000 OATA grant has been completely received by LPA – Mary
  - Mary stated that the remaining \$5K has not been received, but Don explained that Morita resubmitted the approved invoice the prior week to the Town Accountant and that a check should be received soon. The payment will come directly from the Green Communities funds and will not impact the building renovation budget.
5. 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.
  - Mary mentioned that Robert Lord Associates might be able to help with the shelving end caps and other shelving needs. Andrew agreed to follow up with John Lord on this.
6. Look into potential MLC grants, Tech Soup, Edge and local consortium members for computers – Andrew
  - Andrew explained that MLS (Mass. Library System) grants only cover, software, not hardware. He will follow up with the state to inquire about the best options available.
7. 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. – Mary
  - Moritz passed over this item in the interest of time.

VII. Items not reasonably anticipated 48 hours prior to meeting

Kevin mentioned that the Milford Board of Selectmen has declared items at the Woodland School as surplus materials. He will follow up with the Milford Town Administrator to inquire about what items might be available.

VIII. Next Meeting Date, Time and Agenda

The next meeting will be scheduled for Thursday, January 14<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 6:56 p.m.

Minutes by Don Morin