

Approved April 11, 2016

Taft Library Building Committee Meeting
Taft Public Library
Mendon, MA 01756
Monday, March 14, 2016
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, Owner's Project Manager, Lamoureux-Pagano Associates

I. Call to Order

The meeting was called to order by Moritz Schmid at 7:10 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 – February 11, 2016

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie, to approve the meeting minutes from February 11, 2016.

DISCUSSION: None.

VOTED: Unanimous.

IV. Construction Update

Mary informed the Committee that one final change order has been received from GTC Construction Management to cover the site work, plumbing and electrical for the interior drain around the elevator to remediate the water issue. There were several other smaller items includes such as deleting the wall opening on the lower level into the rectory from the genealogy room; electrical service credit for using above ground connection; saw cutting concrete in existing windows; and deleting steel, galvanizing and adding priming and painting,. The change order was for \$33,501. Mary explained that there will be a light on the wall that will turn on if the sump pump shuts down or if the water gets too high in the drain near the elevator.

In addition to the \$33.5K, another invoice for civil engineering work by Creative Land & Water Engineering was received for \$2445.40 plus the 10% coordination fee from Abacus Architects & Planners for a total of \$2689.94. This work supported the water remediation work around the elevator pit.

Don explained that there is enough left in the contingency line item of the budget to cover these additional costs.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$33,501 to GTC Construction Management for a change order to cover the cost of the site work, plumbing and electrical for the interior drain around the elevator to remediate the water issue and keep the area dry, along with a few other minor changes.

DISCUSSION: None

VOTED: Unanimous

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$2689.94 to Abacus Architects & Planners for civil engineering work by Creative Land & Water Engineering at a cost of \$2445.40 plus the 10% coordination fee (\$244.54), supporting the water remediation work around the elevator pit.

DISCUSSION: None

VOTED: Unanimous

This elevator pit water remediation work set us back about seven weeks. We are now looking at finishing the entire project at the end of May. However, GTC is okay with letting the carpeting and shelving work take place while they are still finishing up their work. On Wednesday, March 16th Mary will give Andrew a window of time when the moving of the collection can take place. It is okay to allow for the interior work to take place as the majority of the items to be completed in May will be external, including the vestibule, landscaping, etc.

As for the current status of the project, drywall has begun to be installed in the upper level and plumbing for the bathrooms will begin this week. Mary believes that Andrew can plan to start moving in items by mid-May. Carpeting and paint colors have been selected, with a light blue and light green set of colors chosen in the upper level, with white walls in the lower level. The wood accents will be Douglas fir.

V. Financial Update:

Fund Raising:

Andrew stated that the last he know the Friends had raised about \$90K to go toward the building project.

Budget Review:

Don explained that there has only been a slight change to the budget situation since the last meeting, with the project having a little over \$67K in uncommitted funds to date, assuming that the \$50k is provided by state. With regards to the \$50K from the state for the energy efficient windows, Don explained that a formal request for the funds was submitted to the state, and that the first installment of \$25K had been received. Don will work with Kim Newman to request the remaining 50% of the funds and will provide an update at the next meeting.

Invoice Approvals:

Moritz informed the Committee that an invoice was received from GTC Construction Management for General Contractor services for February in the amount of \$125,480.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$125,480 to GTC Construction Management for General Contractor services for the month of February.

DISCUSSION: None.

VOTED: Unanimous.

Moritz informed the Committee that an invoice was received from Abacus Architects and Planners for a portion of the construction phase of architectural services (8%) in the amount of \$3014.40.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$3014.40 to Abacus Architects and Planners for a portion of the construction phase of architectural services (8%).

DISCUSSION: None

VOTED: Unanimous

Don mentioned that although at the last meeting the Committee approved an extension of the contract with LPA for OPM services, the Board of Selectmen had yet to approve the extension. They passed over the item at their last meeting at the request of Mary because she wanted to ensure that there were adequate funds left in the project budget prior to LPA submitting an invoice. Mary stated that the Board of Selectmen will take up the matter at their April 4th meeting, and Mary will attend.

Chair/OPM Spending Authorizations:

None.

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

1. Support for counters in circulation areas – Moritz
 - Moritz explained that BVT is not able to build them so he is getting cost estimates from millworkers that he uses. He will look into using Douglas fir plywood to match the other décor of the interior. He will also look into laminate, and Mary will ask GTC to provide a quote for the laminate that was originally specified as part of the project scope.
2. Plans for engaging flooring donor to prepare for installation – Paul/Mary
 - Paul was not present but Mary stated that he was working on sending the installer to the site to discuss the carpeting work, but that she had no further update to provide at this time.

- Moritz stated that he would drop off samples of the VCT that he has available for David to use so he can decide which color to install. It will be used for the non-carpeted areas.
3. Green Communities Grant Update – Mary
 - Mary stated that paperwork to close out the Green Communities grant funding will be done at a later date.
 - Mary also mentioned that Bill McHenry had sent a correspondence to the Board of Selectmen asking for permission to move forward with the stratification fans. They tabled their decision for a future meeting and Mary and Moritz plan to attend their meeting on April 4th to discuss the topic.
 4. Follow up on usage of existing shelving – Andrew
 - Andrew explained that he continues to work with Tom Mulvey from Systematics on the shelving installation. Tom has received approval from the Board of Selectmen to use the old Fire Station where the shelving is currently stored to perform cutting and modifications prior to moving it to the new library.
 - Andrew also mentioned that after some back and forth with the Friends the decision has been made to use Sterling Movers to move the collection from the current library to the future library.
 5. Follow up on availability of PC's – Don
 - Don explained that he has been in contact with Jay Byer, Business Manager for the Mendon-Upton Regional School District who stated that PC's will become available at the end of the school year at no cost, and that he had requested that 10 be put aside for the project. The Committee suggested that this number be increased to 12-15 and Don agreed to request a few more from Jay. Don has also been in contact with Lawney Tinio who offered to help configure the PC's with the proper software at little cost by using Tech Soup.

VII. Items not reasonably anticipated 48 hours prior to meeting

Don inquired about the status of the septic system repair work and Mary stated that it would be completed when the weather allows for it.

VIII. Next Meeting Date, Time and Agenda

The next meeting will be scheduled for Monday, April 11th at 7pm. The meeting will be used to get a status update on construction progress, 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.

Mary suggested that the Committee meet at the future home of the library at 6pm for a site tour prior to the meeting. Don agreed to post the meeting accordingly.

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 8:05 p.m.

Minutes by Don Morin