

Approved March 11, 2014

Taft Library Building Committee Meeting  
Taft Public Library  
Mendon, MA 01756  
Tuesday, March 4, 2014  
7:00 p.m.

Committee Members Present:

Amy Fahey, Paul Fitzgerald, Dan Labastie, Don Morin, Chuck Noel (left at 8:17pm), Jay Washburn

Susan Darnell (via Skype)

Others Present:

Mary Bulso, OPM, Lamoureux-Pagano Associates  
David Eisen, Architect, Abacus Architects and Planners  
Anne Mazar, Mendon Land/Energy Use Committee, Mendon Community Preservation Committee (left at 7:12pm)  
Sergio Siani, Norian/Siani Engineering, Inc. (7:12pm – 8:01pm)  
Fred Lapham, Shea Engineering & Surveying, Inc. (7:45pm – 8:55pm)

I. Call to Order

The meeting was called to order by Paul Fitzgerald at 6:59 p.m.

Don reminded the group that Susan Darnell was participating remotely via Skype as a result of her inability to attend due to geographic distance, and that all votes will need to be performed via roll call.

II. Green Communities Grant Program

Because Anne could only stay for a short time, Paul Fitzgerald suggested that we discuss the Green Communities Grant Program first. Anne explained that she was trying to close out jobs from the current year but that one job was in jeopardy of being completed before the new grant deadline. If existing jobs aren't completed the town cannot apply for additional grants in the coming year. Anne should know by next week if the existing job will be completed in time. She also informed the committee that the application deadline was extended to April 18<sup>th</sup>.

With regards to the focus areas for a potential grant, Anne suggested that we focus on the HVAC system and insulation. She will complete the application but she will need the technical information from Abacus. Anne agreed to provide Abacus the specific questions that will need to be answered, which will include the technical system information along with backup formulas to support the system performance improvements from the current or base system to the desired system.

III. Approval of Agenda

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

DISCUSSION: None.

VOTED: Unanimous by roll call vote.

#### IV. HVAC Discussion

Sergio Siani called into a multi-line phone conference to lead the committee through a discussion around the different HVAC system options. He stated up front that the goal of the conversation was to make a basic decision for a tentative envelope (schematic design only) to send to the cost estimator. Sergio will team with Abacus to write a narrative on what the new system entails so that the cost estimator can provide information to the committee for planning purposes and potentially for the Green Communities Grant application.

Sergio walked the committee through a spreadsheet that contained operating costs and emissions for various potential HVAC solutions, both for heating and cooling the future library. The spreadsheet, which is attached, shows the operating costs and emissions for 1 million BTU's.



System Comparisons  
with emissions 10-30-

Walking through the spreadsheet one can see that high efficiency natural gas is the cheapest alternative to heat the building, however, the gas rates used in the analysis were the rates from the nearby Clough School, which is believed to be the only town building heated with natural gas. The gas rate is probably too low, as the Regional School District locked in this rate a while back, and rates have increased over the past six months. It was suggested that the spreadsheet be updated with the natural gas price increased to something that is more indicative of today's prices.

Sergio explained that an engineer will provide recommended design load calculations based on the coldest winter night and the hottest summer day with a full building to come up with the system specifications required. These load calculations can be used to determine the base cost systems needed for the new building.

After reviewing the many options, the Committee requested that Sergio create four narratives, one each for oil, natural gas, a water source heat pump and air source heat pump. In order to help with possible loads in the new building, Don agreed to provide Sergio with the oil consumption information from the former church.

**ACTION:** Provide oil consumption information to Sergio/David – Don

Dan offered to help with the water source heat pump scenario, as he has experience with this type of system. Sergio dropped off the phone at this point in the meeting, and Don reminded the group that Chuck had to leave soon. Since once Chuck left the Committee would no longer have a quorum physically in the room, David and Mary suggested we consider approving the invoice from Abacus while Chuck was still present.

**MOTION:** A motion was made by Dan Labastie, seconded by Chuck Noel, to approve payment of the invoice from Abacus Architects and Planners in the amount of \$9420 for 50% completion of the schematic design phase of the project.

**DISCUSSION:** Mary mentioned that she and Mike Pagano reviewed the invoice and it appears to be in line with expectations.

**VOTED:** Unanimous by roll call vote.

Invoice is attached.



Taft Library Mendon  
Invoice 1 Abacus.pdf

#### V. Topographical/Site Survey and Public Water Supply Discussion

At this point the group moved its focus over to the topographical survey. Fred Lapham of Shea Engineering participated in the discussion, as Shea has been hired by Abacus to help with the site survey and plans. David explained that the topographic survey is typically provided by the owner, and Mary validated that this was not specified as part of the architect's contract, and that the Town will have to pay for this expense.

**MOTION:** A motion was made by Don Morin, seconded by Dan Labastie, to approve payment of the proposal from Shea Engineering & Surveying, Inc. dated February 27, 2014 in the amount not to exceed \$3520 plus Abacus 10% service fee per contract as a reimbursable expense.

**DISCUSSION:** Mary suggested that we get clarification on how to handle owner expenses like this in the future.

**VOTED:** Unanimous by roll call vote.

Invoice is attached.



Abacus- 31 North Ave  
- Mendon.doc

**ACTION:** Follow up with Board of Selectmen to validate that process being used is appropriate for handling owner expenses.

At this point in the meeting Chuck Noel had to depart (8:17pm). The Committee no longer had a quorum in the room so it could not vote on any additional items.

#### VI. Public Water Supply

Fred Lapham reminded the Committee that a Public Water Supply is needed if a public building serves an average of at least 25 individuals daily at least 60 days of the year. He also mentioned that as of 1994 wells could get grandfather status, but more recently the DEP has been trying to find public water systems and get them registered.

Fred mentioned that the well at the site of the future Taft Public Library would be categorized as a transient, non-community public water supply with a non-compliant zone 1. The Town will need to categorize the well with the state DEP and get approval for continued use. Fred shared information from the DEP with the group, highlighting what actions the Town must take for a public water system that is in non-compliance with the zone 1 requirement.

Work will need to be done to manage the ground water in the well head protection zone. Plans are being developed to reduce the pavement in zone 1, and runoff will be redirected away from the well head, as we currently have drainage discharge near the well head area, which currently sits near the garage. Fred also pointed out that the Town does not own all property within zone 1.

Water usage is expected to be reduced with the elimination of the kitchen that had existed within the church building. A water meter was added to the well in 2004 and the well passed water quality testing at that time. Fred has a copy of those test results. He will look into the process of getting the well registered and on-line, how long it might take, and how much it might cost.

The Committee should investigate how the Town handles its other public water systems at the Town Hall, Senior Center and existing library to name a few.

**ACTION:** Contact the Water Commissioners to find out who the town uses for its public water supply management and testing. Jay thought it might be Tim Watson.

#### VII. Hazardous Material Testing Discussion

David and Mary informed the Committee that hazardous material testing is typically an owner's expense. Abacus has offered to coordinate the selection of a firm to perform the testing and will handle this item as a reimbursable expense, similar to the topographic survey. Since the Committee did not have a quorum present in the room, it could not vote on this item, so it will be postponed by one week. A copy of the proposal is attached.



Abacus-Mendon  
Church-IDM.pdf

#### VIII. Items not reasonably anticipated 48 hours prior to meeting

None.

#### IX. NEXT MEETING

David mentioned that the next step for Abacus is to get its schematic design to the cost estimator to see where we stand with regards to our budget. This work will depend on the completion of the site survey, HVAC selection, mechanical design, etc. He hopes to have something to share soon, but it may take a few weeks to complete the work.

In the interim, the next meeting will be held on Tuesday, March 11<sup>th</sup> at 7pm. The agenda will include an update on the Green Communities Grant (if Anne has something to share), and update on the public water supply, the HVAC selection, the process of approving owner expenses, and the review/approval of a hazardous material inspection work. David is not planning on attending that meeting, but if he is needed he can be reached by phone.

X. ADJOURNMENT

The meeting adjourned at 9:15 p.m.

Minutes by Don Morin