

Approved April 22, 2015

Taft Library Building Committee Meeting  
Taft Public Library  
Mendon, MA 01756  
Tuesday, April 14, 2015  
7:00 p.m.

Committee Members Present:

Amy Fahey, Paul Fitzgerald, Dan Labastie, Don Morin, Kevin Rudden, Moritz Schmid.

Others Present:

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

I. Call to Order

The meeting was called to order by Moritz Schmid at 7:04 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 – March 17, 2015

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie, to approve the meeting minutes from March 17, 2015.

DISCUSSION: None.

VOTED: Unanimous, with Kevin and Paul abstaining as they were not in attendance at the March 17<sup>th</sup> meeting.

IV. Review Status of Bid Posting for General Contractor and Sub-Contractors

Mary informed the committee that the sub-contractor bids were opened on April 8<sup>th</sup> and provided a summary of the bids received compared to our budget for each of the specialty areas. A summary of the filed sub bids is included here.



Taft Filed sub  
bids.xlsx

While some bids were over our cost estimate, others were under, such that in total we are right around where we expected to be with the sum of bids for electrical, glass & glazing, HVAC, painting, and plumbing (~\$500K total). We did not receive any bids for the elevator, so the general contractor will have to address that item.

V. Financial Update

Fund Raising:

Amy informed the group that donations toward the new library are now up to ~\$44,500. The Friends of the Taft Library are tracking the progress of donations on their website (<http://www.taftpubliclibrary.org/friends/friends-of-the-taft-library/>). They are also planning on putting a thermometer type tracking sign at the current library and the site of the future library so the public can easily see the progress being made toward the goal of \$100K.

Budget Review:

No new discussions on the budget will take place until after we receive the bids from the General Contractor.

Invoice Approvals:

Moritz informed the Committee that an invoice was received from Gate House Media for the ad in the Milford Daily News requesting sub-contractor and general contractor bids in the amount of \$151.10.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$151.10 to Gate House Media to cover the cost of the ad in the Milford Daily News requesting sub-contractor and general contractor bids.

DISCUSSION: None

VOTED: Unanimous

Chair/OPM Spending Authorizations:

Moritz and Mary informed the committee that they pre-authorized the spending of \$900 to Universal Environmental Consultants to perform additional asbestos abatement work that was recently discovered. Mary has already discussed the work with UEC and it will be completed in the next week.

MOTION: A motion was made by Kevin Rudden, seconded by Dan Labastie to approve payment of \$900 to Universal Environmental Consultants to cover the cost of additional asbestos abatement work that was recently discovered.

DISCUSSION: None

VOTED: Unanimous

VI. Update on Annual Town Meeting Warrant Article for Additional Funding

Don informed the committee that the Board of Selectmen approved the addition of an article to the annual town meeting warrant to be used as a placeholder in case additional funding is needed to complete the project. The article allows up to \$75K to be requested as part of a debt exclusion ballot.

VII. Confirmation from Building Inspector to Allow Certification of Occupancy without Flooring

Mary requested that we solicit approval from the Mendon Building Inspector up front to allow for the General Contractor to obtain a certificate of occupancy for the new library prior to the flooring being installed. Since we are obtaining the flooring as a donation, it's possible that it won't be installed until after the general contractor finishes their work. Moritz and Don agreed to draft a request for this approval to be sent to the Building Inspector either via email or through Kevin Rudden, who offered to deliver it in person as he sees the Building Inspector on a regular basis.

**ACTION:** Moritz and Don will work together to draft a request for approval from the Building Inspector to allow for a certificate of occupancy to be given to the general contractor prior to flooring being put in the new library. They will either email it to the building inspector or give it to Kevin to deliver in person.

#### VIII. Building Committee Membership – Status of Additional 9<sup>th</sup> Member

At the last meeting it was suggested that we ask Mike Ammendolia if he would like to join the committee. Mike had intended to be in attendance at this meeting, but instead had a late dentist appointment to address an issue with a tooth and he wasn't feeling well enough to attend. He will try to attend the next meeting. As a result this item was passed over and will be addressed at the next meeting.

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

Don walked through the open items on the Decision Action Log.

Amy has not received an update from the Friends who have agreed to take ownership of the request for donations from Home Depot, Lowes, Walmart and others. She'll try to bring an update to an upcoming meeting.

The committee has not had any update from the Town Administrator regarding a process to sell the lights at the former church to raise money for the project. Don agreed to follow up with the Town Administrator on this.

Other items were either addressed during the meeting or require attention from someone not present.

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

Andrew mentioned that a local resident wants to donate a couple of desks and chairs to the project as long as someone can pick them up. Moritz offered to do this over the weekend, and Don and Paul agreed to give him a hand. Andrew will schedule a time for the pickup with the homeowner/donator.

**ACTION:** Andrew will set up a time for a Mendon resident to make his desks and chairs available for pickup on Sunday, April 19. Moritz, Don and Paul will pick up the items and take them to the rectory for storage.

Mary asked if the committee thought the general contractor could use the rectory for weekly construction meetings. The bathrooms wouldn't be used as the water has been disconnected. This will eliminate the need for the contractor to rent a

construction trailer for meeting. Moritz will contact the Board of Selectmen about this.

**ACTION:** Moritz will contact the Board of Selectmen to inquire about letting the general contractor use the rectory for weekly meetings to save money on the rental of a construction trailer.

Don asked if the OATA contract was completed, but Mary didn't know. Don agreed to follow up with Bill McHenry to ensure that this was done so that the \$6K in grant money can be received.

**ACTION:** Don will contact Bill McHenry to inquire about the OATA contract to ensure that the \$6K in grant money can be secured.

Paul asked Mary when flooring will need to be picked out, as his donator has asked him about it. Mary thought that it could be picked out in the summer for installation in the fall.

#### XI. Next Meeting Date, Time and Agenda

The next meeting will be held on April 22<sup>nd</sup>. The meeting will be used to review the status of the general contractor bids as they are due by 2pm on the 22<sup>nd</sup>. Based on the dollar value of the bids received, the committee will also review the status of the article on the Annual Town Meeting warrant.

#### XII. 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 7:57 p.m.

Minutes by Don Morin