

Minutes – Sherborn Library Building Committee
June 4, 2018

Present: Mark Brown, Chris Kenney, Jim Kolb, Richard Littlefield, Adam Page, Libby Yon
Also Present: Elizabeth Johnston (Library Director), Mary Moore (Library Trustees), John Sayre-Scibona (Design Technique Inc), Peter Byerly (Beacon Architectural Associates), Sean Killeen (CM&D Director), Jeff Waldron (Advisory Committee)

The meeting was called to order at 7:00 pm.

1. Approval of LBC Minutes

It was moved, seconded, and voted to approve the minutes of the May 7, 2018 meeting.

2. Project Update

Schedule: John Sayre-Scibona distributed the **Narrative Report/Schedule Update** prepared by Arnold Engineering Company for Five Star Building Corporation, which gives an overview of progress to date and work planned through June. John commented that progress continues to be slow and that Five Star’s projected “certificate of use” date is October 8, 2018. Elizabeth Johnston noted that it will take 2 weeks to move back into the Library. Richard Littlefield has been tracking Five Star’s schedule development and expressed skepticism about the accuracy of the projections. The 300 KW generator (to be shared by the Library and Town Hall) is the project’s critical path – the submittals have been received and returned and the design, with revised controls, has been approved; Five Star can now submit the approved design for fabrication, which may take up to 12 weeks; delivery is expected at the end of August. Mark Brown expressed concern that there may be other items that have long timelines.

Progress: This month Five Star worked on outdoor lighting and the ductbank on the site, new windows and skylights in the existing building, and plumbing in the addition. Chris Kenney noted that in the past month there has been no significant increase in manpower. Mark Brown noted Five Star’s continuing failure to maintain a three week look-ahead. Jim Kolb said that he has had several conversations with Kevin Perrier, president of Five Star, concerning construction issues, schedule, and site supervision. Perrier has been invited to address these issues at a weekly field meeting, a Building Committee meeting, or a Trustees meeting, but he has declined. Robert Malone, who served for a time as the site project manager for Five Star, has not attended recent field meetings. Charin Alicia, project manager, has had intermittent attendance this past month.

Water Damage: Peter Byerly distributed a report from Robert Mussey Associates, Inc. on the water damage to the ceiling and woodwork of the existing building. The unique milling of the original boards makes replacement of the discolored boards very difficult. The report recommends lightly cleaning the discolored ceiling boards and restoring the finish of the damaged woodwork. Chris proposed that report be given to Five Star as a “supplemental instruction” rather than as a change order, and requested that Five Star present a mock-up for approval before proceeding with restoration. John reported that water damage to the exposed electrical work has not been determined, and Peter reported that the exposed plywood is being tested to for moisture and mold problems.

Five Star Building Corporation Requisition: It was moved, seconded and voted to approve payment of Requisition #17 for \$352,773.48. The project has reached 52% completion.

3. Project Budget

Change Order #8 and CCD #007: Peter distributed a memo on Change Order #8 and reviewed each of the seven cost additions and one credit. There is a possibility of selling the existing “Jamestown” roof tiles to offset the cost of the new “Ludoshake” roof tiles, but the quantity of

“Jamestown” tiles available needs to be determined. It was moved, seconded, and voted to recommend payment of \$93,802.65 by the Library Trustees to Five Star for Change Order #8. CCD #007 (additional blocking for existing roof) will be reviewed and incorporated in a later Change Order, but will proceed on the basis of time and materials. It was noted that pricing for this was requested from Five Star in January. The possibility of deferring or removing items from Five Star’s scope was raised, but the Committee was advised against this.

Budget: John distributed the revised May and the current June Project Budget Reports. The current project total is \$9,131,973; the current coverage is \$293,794; possible credits equal \$113,172. The June budget report does not include the cost of an additional lease extension or CR10 (site work for parking between Library, Town Hall, and Police Station); it does include the full cost of the 300 KW generator, which will be partially offset by the Town’s share of the expense. Elizabeth reported that the MBLC approved early payment of the next grant installment and that Lauren Stara (MBLC) has scheduled an inspection tour on June 8th.

4. Community Center Lease

Jim brought up the Library’s lease with the Community Center and noted that an extension of the lease into the fall would cause problems for the Community Center. Mary Moore explained that Bill Keavany (chair of the Community Center Board) and Greg Kennan (member of the CC Board) advised her that the whole building has been rented for two events – one on October 26 and one on November 17. The Community Center Board is not willing to break these contracts; if the families are not willing to have their events with the Library occupying the first floor of the Community Center, the Board will ask the Library to either move out of the Community Center or provide accommodations that satisfy the families. Elizabeth said that it would require a significant effort to move the Library into a pod or trailer, and that if the Library moved out of the Community Center and into storage rather than into the Library, there would only be minimal Library service during the period between the move out of the Community Center and the move back into the Library. Elizabeth said that this situation would affect MBLC certification requirements. After a discussion of various possibilities it was proposed that Mary and Elizabeth would meet with Ernie Garneau, manager of the Community Center, to propose ways the Library could accommodate the upcoming events without moving out, and that Jim and Chris would explore “worst case” options for moving the Library out of the Community Center and finding temporary office space for the Library staff.

5. Town Counsel

Mary reviewed guidelines for communication with Town Counsel: 1) information should be copied to Town Counsel, 2) Town Counsel will review information and forward it to Dave Williams (Town Administrator), 3) to protect attorney-client privilege any executive session information should only be sent to Town Counsel, not to other Committee members, 4) the Open Meeting Law prohibits “deliberation among a quorum” of the Committee, either in person or by email, outside a posted meeting.

6. DEP Update

DEP has not yet responded to the revised plan submitted on May 4. The design team has proposed an amendment (which moves the handholds outside zone one) which should be presented to DEP as soon as possible, along with assurances that 1) the amendment does not affect the response to DEP’s twenty-one questions and 2) there will be no further revisions of the plan. John said the final design needs to be presented to Five Star and accepted by them; Sean Killeen expressed concern about the lack of communication between the design team and Five Star; he also recommended sending a drawing showing the amendment to the DEP; Mary spoke to the need to continue to communicate with the DEP to express the importance of their timely review and the Trustees’ and Building Committee’s willingness to work with the DEP to develop an approved plan.

7. SLIC Interiors

Elizabeth reported that the muralist, Rob Evans, had a walkthrough of the Library and met with Peter to discuss the proposed mural.

8. Other Topics

Landscaping: Mary reported that only loam and seed are included in the scope of the construction contract and that private money has been donated to provide landscaping after the project is complete. There is a group who will develop the landscaping plan.

9. Next LBC Meeting

The next meeting is rescheduled from July 2 to July 9.

The meeting was adjourned at 9 pm.

Respectfully submitted,

Libby Yon