

**Minutes for Meeting of  
Sherborn Library Building Committee  
January 4<sup>th</sup>, 2021**

LBC Members Present: Jim Kolb, Mark Brown, Roger Demler, Richard Littlefield, Adam Page, Chris Kenney, Jeff Waldron, Heather Willis, Alexis Madison, and Elizabeth Johnston

Library Trustees Members Present: Chris Kenney

Also Present: Michael McNulty (CHA), Peter Byerly (Beacon Architectural Associates), Mary Moore

The meeting was called to order at 6:00pm. This was a Virtual Meeting conducted in connection with the Zoom Platform with call-in capability. Roll calls were taken to establish the presence of a quorum for the LBC. It was announced that the meeting would be recorded and thereafter kept as an official Town record.

**1. LBC Chair's Report:**

- Invoices Approval;
  - o BAA invoices for October (\$26,470.50) and November (\$20,745) reviewed and recommended for approval by CHA. Motion put forth by Jim Kolb. Seconded by Mark Brown. All in favor.
  - o CHA November Invoice recommended for approval by Jim Kolb.. Motion put forth by Jim Kolb. Seconded by Richard Littlefield. All in favor.
  
- Tentative LBC meeting schedule thru expected completion:
  - Monday, 2/1/2021
  - Monday, 3/1/2021
  - Monday, 4/5/2021
  - Monday, 5/3/2021
  - Monday, 6/7/2021

**2. Voting of Minutes**

- o December 7<sup>th</sup> meeting minutes were approved

**3. OPM Update**

- Project Update:
  - CHA presented progress photos and look ahead schedule
  - New brick installation complete, with copper flashing and granite installation substantially completion.
  - Roofing replacement is complete.
  - Again, the curtainwall activities were noted as particularly concerning as related to overall schedule and weather tightness. Curtainwall shop drawings have been

approved as noted. Glazing has been ordered and aluminum frames are being fabricated in shop. This schedule activity has been highlighted as an issue with overall schedule completion in schedule comments and OAC meeting discussions. We have been given a delivery date for the first time, 1/26.

- BCG provided an overall construction schedule update on 12/9/20, SL14. This update kept the project substantial completion date from the previous update, 3/26/21. However, the project team's review of the schedule highlighted issues that we feel would justify pushing the projected substantial completion date further. This issue will be addressed in a letter from BAA to BCG, with a meeting to follow to review schedule review comments and their subsequent incorporation into future updates.
- CHA noted they are coordinating with Stefura/WB Meyer and Accubright for Chandelier reinstallation.
- Weekly Owner/Architect/Contractor site meetings continue being held on Tuesdays at 1PM
- CHA noted that OAC meeting minutes are being reviewed for accuracy, and revision comments are being incorporated by BCG as agreed.
- Financial Update:
  - BCG requisition 39 was reviewed and recommended for approval to Library Trustees
  - BCG requisition 39 had been previously reviewed and approved by BAA.

**4. Next LBC Meeting:** Monday, February 1<sup>st</sup> at 6PM via zoom

Motion to Adjourn at 7:15PM

Respectfully submitted,

Mike McNulty