

Minutes – Sherborn Library Building Committee March 9, 2020

Present: Mark Brown, Roger Demler, Jim Kolb, Richard Littlefield, Alexis Madison, Adam Page, Libby Yon

Also Present: Richard Marks (CHA), Michael McNulty (CHA), Rich Ryan (Beacon Architectural Associates), Michael Coleman (Beacon Architectural Associates), Elizabeth Johnston (Library Director), Mary Moore (Library Trustee), Brian Connelly (Library Trustee), Hank Rauch (Library Trustee), David Williams (Town Administrator), Sean Killeen (Director DPW), Jeff Waldron (Select Board), Tara Hourihan (Town resident), Maximilien Klaisner (Town resident).

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 February 3, 2020 meeting.

2. Introduction of CHA, New Project OPM

Richard Marks and Michael McNulty, both with CHA, introduced themselves. CHA acquired Daedalus Projects Inc., where Mr. Marks was president, about one year ago. All 28 Daedalus employees have remained with CHA. Daedalus was prequalified to serve as the Sherborn Library project OPM several years ago at project inception. CHA is close to completing contract execution with the Town. Mr. Marks will be project executive. Mr. McNulty will provide on-site management on a part-time basis as needed. Mr. McNulty's residence is in Medfield, so his proximity is a benefit to the project.

3. Project Status

- a. Termination Notice:** The Select Board issued a Termination Letter and Performance Bond claim to Five Star Building Corporation and Travelers on 1/16/20.
- b. Surety Investigation:** Travelers has engaged Beacon Consulting Group to conduct an investigation of the partially completed library project and advise them on defective work requiring repairs, incomplete work, etc.
- c. OPM Update:** CHA has formulated a 30-day plan for their first month on the project. Five major tasks are as follows:
 1. Make sure that the library building is safe. This entails getting major subcontractors re-engaged with the project and having them inspect all building systems installed to date to verify safe conditions, and/or make necessary repairs.
 2. Get the building water-tight. This will include temporary protection at incomplete exterior assemblies.
 3. Work with BAA to determine nature, extent and locations of defective work and create a plan and working drawings to correct deficiencies.
 4. Work with Travelers, the bonding company, to get a new general contractor on board and get subcontractors re-engaged. Subcontractors who were not filed sub-bidders may be more difficult to re-engage than filed sub-bidders.
 5. Move forward on construction with new schedule, milestones, budget, etc. It is expected that Travelers will make a decision on how to move forward in about 4 weeks.

Other major tasks brought up at the meeting included: identify and plan for long lead items; understand and approve BAA “fixes” to address nonconforming geometry at several building assemblies/locations (Travelers requires Town to accept BAA’s fixes before starting construction); inspect and validate all mechanical systems; inspect for water damage to interior finishes, mold, etc. and develop repairs as required.

CHA will prepare weekly reports for the LBC, and meet at the monthly LBC meetings.

- d. **LBC Roles and Responsibilities:** Mr. Marks said that CHA wants to use the talent that LBC members and Town staff can provide. As the project starts up again, CHA will work with the LBC to define the need for standing subcommittees. Jim Kolb discussed developing a management team model for moving forward.
- e. **MBLC Contract Extension with Town:** The Massachusetts Board of Library Commissioners has granted a contract extension to 2022.

4. Review Project Budget

- a. **BAA 2017-2019 CA and Additional Services:** BAA and the Town have agreed to defer further resolution of BAA outstanding fee requests for the present.
- b. **BAA 2020 CA and Additional Services:** An agreement for continuing BAA’s services needs to be addressed.
- c. **SCC Lease Extension:** SCC has extended the lease agreement with the Library to August 2020.
- d. **Furniture Storage Fees/Delivery to Meyer Moving and Storage:** Furniture storage has been consolidated at Meyer’s storage facility. Some furniture pieces were damaged by the vendor, and will be replaced at no additional cost to the Town. Some furniture invoice payments have been withheld pending replacement of damaged items. The Library chandelier is stored at the repair contractor’s premises.
- e. **Invoice Approvals:** The last invoice of DTI, project OPM prior to CHA, has been approved.

5. Next LBC Meeting Date: 6 April 2020

6. LBC Motion to Adjourn to Executive Session Not to Return to Public Session

Following a reading of the relevant section of M.G.L. 30a as set forth hereinafter, and the Chair’s declaration of detrimental effect, a roll call was held on a motion to adjourn to Executive Session not to return to public session under M.G.L. 30a. Section 21(a)(3) “to discuss strategy with respect to threatened potential litigation if an open meeting may have a detrimental effect on the litigating position of the Town”, as follows:

Mark Brown – Yes
Roger Demler - Yes
James Kolb – Yes
Richard Littlefield – Yes
Alexis Madison – Yes
Adam Page – Yes
Libby Yon – Yes

Respectfully submitted,

Mark Brown