

**Minutes for Meeting of
Sherborn Library Building Committee
January 3rd, 2022**

LBC Members Present: Jim Kolb, Chris Kenney, Mark Brown, Roger Demler, Richard Littlefield, Adam Page, and Alexis Madison.

Also Present: Brian Connolly (Town of Sherborn/Library Trustee), Frank Orlando (Town of Sherborn/Library Trustee), Steve Brown (CHA), Tom Gatzunis Jr. (CHA) Peter Byerly (Beacon Architectural Associates), Heidi Doyle, Jeff Waldron, Leland Hull, Margaret Powicki, Steve Paton.

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. December 6th and 21st LBC and Joint LBC/Trustee's meeting minutes were approved with minor corrections to the Attendance lists.

1. LBC Chair's Report:

- Invoices Approval:
 - o Previously Submitted BAA Invoice did not get approved through Town of Sherborn due to incorrectly stated values. Peter Byerly to send letter to Elizabeth Johnston to clarify issue
 - o WSJ Invoice received 12/25/2021 to be sent to CHA for review

2. OPM Update

Project Update

Construction Update

- o "Work Under Protest" ongoing
- o Window re-testing to be scheduled after end of week to allow sufficient time for sealant to cure
- o Basement ramp wall relocation and dimension adjustment rectified.
- o Interior lights must be kept on 24/7 per building & NFPA codes
- o Potential phased move-in after ductwork abatement and replacement under review

Ductwork Demolition & Asbestos Abatement

- o Intent to Award to Bristol Environmental
- o Should be ready to start by the 3rd week of January
- o Selective demo of utilities in the way of abatement work will be tracked on T&M basis
- o BCG to be kept up to date on scheduling of abatement to avoid conflict

Ductwork Replacement

- o Pre-bid conference with potential bidders scheduled for Thursday, 1/6/2022
- o Bids due Thursday, 1/20/2022 at 12 Noon
- o E. Johnston to poll LBC & Board of Trustees to conduct Joint meeting on 1/26 at 7:30 PM to Vote on HVAC Replacement contractor

Financial Update:

- CHA review of records ongoing to gain full understanding of project financial status

- LBC requests High-Low range of expected payment from construction company
- See invoice approvals above (Item 1)
- No budget or commitment items were presented for approval.

3. Next LBC Meeting:

- Weekly OAC Meetings held on Wednesday's at 1:00PM
- Joint LBC and Board of Trustees meeting to be scheduled for 1/26 to discuss HVAC replacement bids
- Motion made by J. Kolb. to adjourn and enter executive session at 6:47 PM, and not to return to open session to discuss strategy with respect to threatened potential litigation if the Chair so declares that an open meeting may have a detrimental effect on the litigating position of the Town, and the Chair does so declare, to discuss the Town Library pursuant to M.G.L. Chapter 30A, Sections 21(a)(3) and (7) and Suffolk Construction v. DCAM, 449 Mass. 444 (2007); roll call vote: unanimous to approve. Motion carries, meeting adjourned at 6:47PM.

Respectfully submitted,

Steve Brown, CHA Consulting