

**Minutes for Meeting of
Sherborn Library Building Committee (Joint Meeting with Library
Trustees)
October 4th, 2021**

LBC Members Present: Jim Kolb, Chris Kenney, Mark Brown, Roger Demler, Richard Littlefield, Mary Moore (ex-officio), and Elizabeth Johnston

Library Trustees Members Present: Chris Kenney, Brian Connolly

Also Present: Jeff Waldron (Town of Sherborn), Mary McKenna (Town of Sherborn), Steve Brown (CHA), Mike McNulty (CHA), Peter Byerly (Beacon Architectural Associates)

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 BCG Payment Requisition #45 Rev 1 was approved subject to assessment of liquidated damages. Motion by Mark Brown/2nd by Richard Littlefield
 - o BAA Proposal AS-47 in the amount of \$2,960.00 Motion by Jim Kolb/2nd Richard Littlefield. All in favor.

- Tentative upcoming LBC meeting schedule:
 - Monday 11/1/21
 - Continuing 1st Monday of the month thereafter

2. Voting of Minutes

- o September 8th meeting minutes were approved. Motion by Jim Kolb/2nd by Richard Littlefield

3. OPM Update

Project Update

- CHA presented the latest exterior project progress photos and 3 week lookahead schedule update.
- CHA reviewed progress with ductwork replacement scope.
- New brick installation complete, with copper flashing and granite installation now complete. Final copper downspout and gutter section completed. Staging has been removed. Cedar siding substantially complete.. With site retaining walls, landscape walls, , exterior hand rails, exterior patio pavers, and exterior concrete walks nearing completion. Pre-punchlist work to complete list was generated by the team and is now

being used by BCG to track item completion.

- Added flashing at the existing skylight remains complete in only 1 of 4 areas. Skylight water retesting to be schedule once completion contractor notifies BAA/CHA of repair completion.
 - Curtainwall/storefront window water testing results and recommendations received from WJE and passed on to BCG. BCG to review with subcontractors and manufacturer and advise on fixes. Retesting will be conducted once confirmation of repairs and confirmation of correct installation of approve details is received.
 - Coordination of FF&E delivery and installation with the work of the GC is on hold pending ductwork replacement contractor schedule information.
 - IT subcommittee is meeting weekly. AV/Telcomm/Network Equipment list confirmed with equipment beginning to be ordered.
 - Weekly Owner/Architect/Contractor site meetings continue on Wednesdays at 1PM
- **Financial Update:**
 - See invoice approvals above (Item 1)
 - Total project budget with updated projections was presented.

4. Next LBC Meeting: November 1st at 6PM

Motion to Adjourn and enter executive session at 7:00PM

Respectfully submitted,

Mike McNulty