

**Minutes Sherborn Library Building Committee**  
**August 8, 2016**

Present: Mark Brown, Roger Demler, 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), Richard Smith (Adams & Smith LLC)

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 July 11, 2016 meeting.

**2. Construction Documents**

**a. site plan**

Peter Byerly outlined changes made to the site plan - the retention basin has been enlarged; the location of the emergency generator, fire pump, underground water storage tank and hvac condensers has been consolidated and a single trench has been designed to reduce excavation requirements; grading, landscaping, walkways, and parking spaces have been delineated. The site plan was informally reviewed by Gino Carlucci, Town Planner; Gino commented that the design was fine and requested more information about the utilities enclosure and the construction 'lay down' site and dumpster. The site plan will be presented to the Planning Board on August 10. Concerns about the adequacy of parking for the Library and Town Offices were discussed. It was noted that the overall parking plan, which includes dedicated parking for the Library and an increase of 50 parking spaces overall, was approved by the MBLC; parking during construction will be part of the general contractors plan; expanded parking on the west side of Town Offices is shown on the site plan, but its construction is not part of the Library project. In addition, questions about the condition of several trees on site needs to be determined by the tree warden and the locations of abutters private and public wells need to be identified.

**b. roof**

Peter reported that Mark Brown met with Jonathan Levitt (Leavitt Associates) to review the entire building envelope, and in particular, the roofing options. Mark proposed a design that will minimize joints for the "tie-in" of the existing tile, pitched roof with the new, asphalt shingle, flat roof. While the 40-year old roof tiles are in good condition, the roof underlayment and the flashing around the sky lights have completely deteriorated. The base bid includes adding insulation to the roof interior and replacing the flashing; the add-alternate would completely re-roof the existing building (remove and store tiles, install new decking and insulation, and replace tiles). Although re-roofing is the preferred solution, the cost may be prohibitive. The base bid repair will solve the roofing issues for a number of years, but at some point, the roof of the existing building will need to be completely repaired, and at a cost greater than if the work were included in the project. The roofing work will be a filed sub-bid, as the work requires a contractor with experience with the Ludo shake tile system.

**c. mep-fp equipment review**

Roger Demler met with Philip Marcotty (RDK) to review the mep proposals, and presented a number of suggestions: add room thermostats with temporary over-ride controls (accepted); use bottle-water system instead of built-in water fountains (not code-compliant); improve access to heat pump enclosure for snow removal (accepted); increase size of emergency generator (requires Town agreement) ; hire maintenance contractor rather than rely on training sessions to manage control systems (budget issue); re-locate new sewage pipe (accepted); eliminate automatic faucets and locked dispensers in restrooms (not code compliant).

**d. itinerary and schedule**

After the site plan receives Planning Board approval, the site plan will be sent to the building inspector, police and fire chiefs, the director of CM&D, the Board of Health, the Conservation Commission, and the Historic District Commission for final reviews. The proposed fire suppression system will also be submitted to the state fire inspector for final review. It was noted that the revisions to the site plan delayed the project schedule by 42 days; the construction documents and estimate will be delivered on 9/21; the bid advertisement will be delivered 10/5; bid will be awarded 12/2; and construction will run from December 2016 through January, 2018.

#### **e. budget**

Three bills for additional work relating to the development of the site plan were presented: \$1,300 for additional Planning Board presentations by GIA; \$14,720 for additional work by Beacon Architectural Associates, and \$20,700 (to be split with the town), for the underground radar survey. It was moved, seconded, and voted unanimously to recommend to the Library Trustees payment of these three bills. John Sayre-Scibona reported that WSP/Parsons Brinckerhoff's fee for site commissioning is \$18,750, which is below budget, and he recommended that WSP/Parsons Brinckerhoff be appointed commissioning agent for the project. It was moved, seconded, and voted unanimously to recommend to the Library Trustees that WSP/Parsons Brinckerhoff be appointed.

### **3. Interior Design**

The Interior Design committee will present finish boards and carpet and tile samples at the next meeting; the complete proposal will be presented and discussed at the December and January meetings.

### **4. Community Center**

Elizabeth Johnston reported that she, the Library staff, and volunteers continue to cull the collections and determine what will be moved to the Sherborn Community Center, what will be placed in storage, and what will be recycled or discarded. The proposed plan for the furniture layout and space allocation from Richard Smith and the structural reinforcement proposal from Jim Balmer are ready to be presented to the Sherborn Community Center. The estimated cost of the structural work is \$6-7,000, which is below the public bid requirement; Dave Williams, Town Administrator, will be consulted as to the best way to advertise and fund the structural work. There was a discussion about whether the shoring should be temporary or permanent; it was decided to discuss this question with the SCC. Other issues to be discussed with the SCC are increasing the electrical and internet service to support the Library's needs, protecting the mural in the community room, and revising the proposed start and end dates of the lease. Mary Moore reported that the lease of the SCC has been negotiated but has not yet been signed, and that based on the revised project schedule, move-in would be at the beginning of November. Mary will propose to the SCC that the one-year lease begin in November (rather than August) 2016, and include an option for a six-month extension.

### **5. Added Topics**

#### **a. radon**

Elizabeth reported that radon was identified as a concern, especially on the lower level, by the air quality testing done in 2010. John recommended that retesting be done now so that mitigation would be part of the project.

#### **b. movers' estimates**

Elizabeth noted that she informed the moving companies who submitted estimates earlier this year about the change in schedule, and that all expressed continued interest in the project.

### **6. LBC Meeting Dates**

The next scheduled meeting of the LBC is September 12 at 7 pm, at the Police Station.

It was moved, seconded and voted to adjourn the meeting at 9:00 pm.

Respectfully submitted,

Libby Yon