

Minutes Sherborn Library Building Committee February 11, 2016

Present: Jim Kolb, Mark Brown, Roger Demler, Chris Kenney, 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)

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 January 11, 2016 meeting.

2. Project Budget

John Sayre-Scibona distributed the project budget, dated 1/8/16 (attached).

3. Schematic Design

A. Design Status

1) Peter Byerly distributed the project schedule (attached), which shows the anticipated duration, start, and finish dates for each phase of the library renovation and expansion project (schematic design through closeout), and reviewed work completed to date and work projected through March. The project schedule will be updated and expanded as work proceeds.

2) Peter, Elizabeth Johnston, Mary Moore, and Richard Smith met with Lauren Stara (MBLC) to review the project plan, which was well-received. Lauren's comments will be reflected in the schematic documents.

3) Peter and Richard met with Gino Carlucci (Sherborn town planner), to update him on the project and to schedule submissions and presentations to the Planning Board, for their review of site plans, storm water run-off management, and parking. There will be at least two meetings with the Planning Board to complete the review and approval process. Of particular concern is the parking plan. A proposed campus parking plan was developed in 2011 and included in the submissions to the MBLC. There are 74 existing parking spaces, 24 for the Library and 50 for the Town Office and the Police Station; the proposed plan increases the total number of parking spaces to 124, 52 for the Library, and 72 for the Town Office and the Police Station. The proposed plan was accepted by the MBLC. At last year's annual Town Meeting \$5,000. was appropriated to develop a master plan for campus parking; the Selectmen subsequently voted to ask Beacon Architectural Associates/Adams & Smith to prepare the campus parking master plan. Peter and Richard will propose that the campus parking plan be presented as a phased project, with parking spaces designated for the Library included in the renovation and expansion project, and parking spaces designated for the Town Office, Police Station, and overflow parking be funded and developed by the town, either in conjunction with the construction phase of the library project or at a later date.

4) Meetings to present the project and receive comment are planned with the library staff and the Historical Commission; similar meetings with other town groups are proposed. The Library Trustees will continue to inform the public on the progress of the project by updating and distributing "Sherborn Library Renovation Project FAQs."

5) Design meetings with the project engineers and code consultant are ongoing, and schedules and documents will be forwarded to the estimator by February 19. A revision of the Massachusetts Building Code is expected to be published this summer, and the question was asked whether the library project would be subject to the current or the revised building code. Because the project is scheduled to go out to bid in July, it is anticipated that the project will be subject to the current rather than the revised code. Other factors affecting code compliance - the assessed value of the existing building and the estimated cost of renovations - were noted. However, from the conception of the library project the requirements of code compliance have been assumed, as the Trustees' goals include bringing the HVAC, MEP, and emergency systems up to code, meeting current accessibility standards, and attaining LEED certification.

6) The completed schematic design drawings, documents, and cost estimate will be presented to the LBC on March 3, for review and value engineering, if necessary. At the March 14 meeting the LBC will vote on an "authorization to proceed" recommendation. The schematic design, cost estimate, and the LBC's recommendation will be presented to the Library Trustees at their March 15 meeting. If the LBC and the LT both approve the proposal, an "authorization to proceed" will be issued on March 16.

B. LEED Certification

Peter distributed the LEED checklist for new construction and major renovation (attached) and discussed the project's certification status. It is estimated that the project has at least 27 and possibly 45 points toward certification; "LEED Certified" requires 40-49 points, and "LEED Silver" requires 50-59 points. In addition to points for design and construction, points are awarded for ongoing maintenance and educational value. Peter recommends that rather than pursuing LEED certification for the entire project, the addition/new construction be fully certified and the renovation/existing building be brought as close as possible to certification standards. Because of the town's interest in and support for LEED certification, the Trustees will report progress toward this goal in their project updates.

C. Fire Protection/Sprinkler System

Two water tank options will be priced - an underground tank and a tank in the basement.

D. Skylight/Roof Repairs

Leavitt Associates will provide a proposal for repairs to the skylights and flashing, per the Library Trustees' direction. Leavitt and Associates will be engaged to review details of insulation, roof repair or removal and reinstallation, during construction.

E. Septic System

Roger Demler presented Paul Saulnier's (Civilized Solutions) evaluation of the current septic system. Saulnier reported that the existing system is working well but that the Title V inspection determined that the D box needs to be replaced. Roger outlined two measures that the Board of Health considers

to determine if a new septic system is required: daily flow and increase in public space. The projected flow is 179 gal/day; the MA DEP requires a septic design for 2x the daily flow - 358 gal/day. "As built" documents for the septic system, designed in 1970, could not be found, but it is believed that the system was designed for a 500 gal/day flow. The project will increase the public space of the library by 43%; a 50% increase in public space requires a new septic system. Roger will present these findings when the library septic system is discussed at the Board of Heath's meeting on March 2. The Conservation Commission and the Planning Board will also review the septic system plans; Peter and Roger will attend these meetings. A waiver of fees will be requested from the BoH, Conservation Commission, and the Planning Board. The LBC commended Roger's work to determine the capacity and condition of the current septic system and to expedite the resolution of the septic issues.

3. Sherborn Community Center

Mary reported that discussions with the board of the Community Center have gone well and that the Library Trustees expect to issue an RFP on March 3. A relocation plan will be developed, including required structural work, data capacity, wiring plans, allocation of space and layouts, working back from the proposed move-in day. Elizabeth noted that 100% of the library contents needs to be moved out, either relocated to new space, placed in storage, or discarded, and that items stored in the library rafters belong to various town organizations, who need to be notified. Mary suggested that it would be possible to recruit volunteers at the Library Fair to help empty the building.

4. Other Business

A. John noted that the RFP for a LEED commissioning agent is included in line 616, Enhanced Commissioning.

B. It was asked if a fire pump generator was included in the project, and it is not. The library's fire pump is tied in to the town generator. There was a brief discussion of the capacity of the town's generator and the possibility of adding a generator to the project that would allow the library to serve as a place for town residents to stay during the day, in the event of extended power outages. It was noted that this would require some level of library staffing.

C. It was suggested that a misting system be considered for fire protection, which would offer a potential cost saving of \$25,000. Information on misting system specifications will be gathered and discussed with the fire chief, building inspector, and police.

5. LBC Meeting Dates

The next scheduled meetings of the LBC are March 3 (presentation of schematic design and cost estimate), March 14, and April 11. The meetings will be held at the Police Station, at 7 pm.

It was moved, seconded and voted to adjourn the meeting at 8:30 pm.

Respectfully submitted,

Libby Yon