

**Minutes for Meeting of
Sherborn Library Building Committee (Joint Meeting with Library
Trustees)
August 2nd, 2021**

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

Library Trustees Members Present: Chris Kenney, Brian Connolly, Bruce Eckman, Frank Orlando, Maximilien Klaisner, Kristiina Almy, Erin Carroll, Susan Lepard

Also Present: Jeff Waldron (Town of Sherborn), Hank Rauch (Town of Sherborn), 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 BAA invoice 2021-05 in the amount of \$23,406.25. Motion by Chris Kenney/2nd Mark Brown. All in favor.
 - o BAA invoice 2021-06 in the amount of \$27,753.75. Motion by Chris Kenney/2nd Mark Brown. All in favor.

- Tentative upcoming LBC meeting schedule:
 - Wednesday 9/8/21
 - Continuing 1st Monday of the month thereafter

2. Voting of Minutes

- o June 21st 2021 and July 12th 2021 meeting minutes were approved.

3. OPM Update

Project Update

- CHA noted that the general contractor has not progressed the work sufficiently at the interior since last LBC meeting to present updated construction photos. Exterior progress photos were presented.
- CHA reviewed CCD #15 with a page turn of the design documents.
- New brick installation complete, with copper flashing and granite installation now complete. Staging has been removed. Cedar siding substantially complete. Area of staging is being brought to final subgrade. With site retaining walls, landscape walls, , exterior hand rails, exterior patio pavers, and exterior concrete walks nearing

- completion.
- Roofing replacement is complete. Added flashing at the existing skylight now complete in 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.
 - Interior finishes completion underway. Coordination of FF&E delivery and installation with the work of the GC is on hold pending CCD #15 contractor schedule information.
 - IT/AV Update: Harbor One will install telcomm and network integration, Kevin Wittman will coordinate desktops and servers.
 - IT subcommittee is meeting weekly. AV/Telcomm/Network Equipment list confirmed with equipment beginning to be ordered.
 - Next BCG schedule update is SL18, expected early this week with projections for ductwork replacement.
 - Weekly Owner/Architect/Contractor site meetings continue on Wednesdays at 1PM
- **CCD #15 Issuance:** Motion to direct BAA to issue CCD #15 as drafted by BAA to Beacon Consulting Group put forth by Chris Kenney, Second by Mark Brown. All in favor.
 - Library Trustees in attendance for the joint meeting also put forth a motion to direct BAA to issue CCD #15 as drafted by BAA to Beacon Consulting Group, put forth by Brian Connolly, Second by Susan Lepard, all in favor.
 - **Financial Update:**
 - See invoice approvals above (Item 1)
 - Latest budget update presented in 7/12 LBC meeting, to be updated as CCD #15 impact is resolved.

4. Next LBC Meeting: September 8th at 6PM

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

Respectfully submitted,

Mike McNulty