

**Minutes for Meeting of  
Sherborn Library Building Committee  
September 9<sup>th</sup>, 2020**

LBC Members Present: Mark Brown, Roger Demler, Richard Littlefield, Heather Willis, Adam Page, Libby Yon, Chris Kenney, and Elizabeth Johnston

Library Trustees Members Present: Hank Rauch, Brian Connolly, Chris Kenney

Also Present: Michael McNulty (CHA), Peter Byerly (Beacon Architectural Associates)

The meeting was called to order at 6:15pm. 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. OPM Update**

- Project Update:
  - New masonry piers CMU installation complete.
  - Repair and replacement of waterproofing at foundation is underway, anticipated to be complete this week.
  - Brick ties installation is underway with the completion of the masonry layout.
  - Below grade brick and flashing to be completed over the next week.
  - Commissioning coordination meeting was held with WSP and contractors on 9/8.
  - Roofing pre-installation meeting scheduled for 9/17.
    - CHA noted that the ball is in BCG's court to respond to BAA's latest roof rejection letter.
  - Field measuring for library shelving is scheduled for next week.
  - BCG provided an overall construction schedule update on 8/17/20
  - Weekly Owner/Architect/Contractor site meetings are being held on Tuesdays at 1PM.
  - The committee noted that particular attention needs to be paid to OAC meeting minutes. CHA noted that comments will be submitted to amend the minutes should any critical items be left out.
- Financial Update:
  - CHA & BAA have reviewed all unapproved change orders previously submitted by Five Star. CHA has requested that Beacon Consulting Group review for legitimacy and resubmit as a BCG request if a claim is to be made.
  - To date (6) BCG change requests have been submitted. These were presenting by CHA. Current status (3) approval, (2) rejections, (1) pending. CHA will request that the 3 approved CR's be submitted as a Change Order for execution.
  - CHA has updated the project budget to reflect current information. CHA to incorporated next town expenditure report and issue update.

- CHA to confirm OAC meeting minutes and daily reports distribution list for the committee.
- 2. Voting of Minutes**
  - August 3<sup>rd</sup>, 2020 LBC meeting minutes approved.
- 3. LBC Chair's Report (by Mike McNulty on behalf of Jim Kolb):**
  - Invoices Approval;
    - o No new items to vote for approval.
  - Tentative LBC Meeting schedule thru completion:
    - o Monday, 10/5/2020
    - o Monday, 11/2/2020
    - o Monday, 12/7/2020
    - o Monday, 1/4/2021
    - o Monday, 2/1/2021
    - o Monday, 3/1/2021
    - o Monday, 4/5/2021
    - o Monday, 5/3/2021
    - o Monday, 6/7/2021

**4. Next LBC Meeting:** Monday, October 5<sup>th</sup> at 6PM via zoom

Motion to Adjourn at 7:00PM

Respectfully submitted,

Mike McNulty