

**Minutes for Meeting of
Sherborn Library Building Committee
October 5th, 2020**

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

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

Also Present: Richard Marks (CHA), Michael McNulty (CHA), Peter Byerly (Beacon Architectural Associates), Mary Moore

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. LBC Chair's Report:

- Invoices Approval;
 - o BAA Invoices 20-784 2020-06 & 20-784 2020-07 for June & July Construction Administration, \$11,675.00 & \$25,020.00 respectively, totaling \$36,695. Motion put forth by Jim Kolb. Seconded by Chris Kenny. All in favor.
 - o BCG CO #20 dated 9/21/20 in the amount of \$19,538.09. Motion put forth by Jim Kolb. Seconded by Chris Kenney. All in favor.
- Tentative LBC meeting schedule thru expected completion:
 - o Monday, 11/2/2020
 - Monday, 12/7/2020
 - Monday, 1/4/2021
 - Monday, 2/1/2021
 - Monday, 3/1/2021
 - Monday, 4/5/2021
 - Monday, 5/3/2021
 - Monday, 6/7/2021

2. Voting of Minutes

- o September 8th meeting minutes were approved.

3. OPM Update

- Project Update:
 - CHA presented progress photos and look ahead schedule
 - New brick installation continues, with copper flashing and granite installation beginning this week.

- Installation of staging to continue this week to allow for upper courses of masonry
- Brick ties installation is underway with the completion of the masonry layout.
- Roofing replacement pre-installation meeting is tentatively re-scheduled for 10/8.
- The curtainwall activities were noted as particularly concerning as related to overall schedule and weather tightness.
- Site electrical work is underway, with site lighting conduits and bases to be installed this week and the critical generator startup/power cutover activities are being coordinated for the week of 10/12 pending Eversource availability.
- BCG provided an overall construction schedule update on 9/29/20. BAA/CHA to provide comments to be incorporated into next month's update.
- Weekly Owner/Architect/Contractor site meetings continue being held on Tuesdays at 1PM.
- CHA noted that OAC meeting minutes are being reviewed for accuracy, and revision comments are being incorporated by BCG as agreed.
- Financial Update:
 - To date (6) BCG change requests have been submitted. These were presenting by CHA. Current status (3) approval, (2) rejections, (1) pending. The 3 approvals have now been submitted as Change Order #20.
 - CHA has updated the project budget to reflect current information. CHA to incorporate next town expenditure report and issue update.

4. Next LBC Meeting: Monday, November 2nd at 6PM via zoom

Motion to Adjourn at 7:15PM

Respectfully submitted,

Mike McNulty