

Minutes – Sherborn Library Building Committee

January 7, 2019

Present: Jim Kolb, Chris Kenney, Richard Littlefield, Roger Demler, Mark Brown, Libby Yon, Alexis Madison, Adam Page

Also Present: Sean Killeen (CM&D), Eric Johnson (Select Board) John Oneil (Citizen), Jeff Waldron (Advisory)

The meeting was called to order at 7pm.

Meeting minutes from December 3, 2018 were approved unanimously.

Schedule review:

- Still need a roadmap to completion
 - o Richard provided construction team a commentary on schedule highlighting risks of June completion, especially considering limited physical space
- Discussion on how to approach the schedule with the construction team
 - o AI: LBC reps at OAC request set up of meeting with Scheduler Dave Arnold, 5Star, Architect, Sean Killeen, Richard Littlefield, prior to next schedule update, to review the schedule with 5S
 - o AI: Jim will take lead to generate weekly summary to 5star; comparing expected to actual, copy to legal counsel and surety, including:
 - 'collective significance', showing net impact of the issues
 - BAA to provide onsite weekly narrative with captioned photos
 - o Mary asked if there were any known outstanding RFIs needing LBC's attention: no one had been made aware of any.
 - o Discussion of options to improve current state
 - AI: convene subcommittee Jim Kolb, Libby and Eric to vet options

Design

- Beacon provided a narrative attempting to justify additional billing of approx. \$510k above the original \$121k; these are additional fees for Construction Admin time.
 - o AI: Subcommittee of Eric, Jim and Chris to Request BAA prepare roughly hours for additional CA from 2017-2018, and review in meeting with them to validate that amount, to present back to LBC
 - o Chris to let Trustees know that that BAA has provided the information that LBC had requested.
- Sean described events surrounding the backfill of the trench between town hall and the library; should be included in weekly narrative described above.
- Next meeting originally planned for 1/15 now rescheduled for 1/14 at 7pm.

Respectfully Submitted by Adam Page