

**Minutes for Meeting of
Sherborn Library Building Committee
February 7th, 2022**

LBC Members Present: Jim Kolb, Chris Kenney, Mark Brown, Roger Demler, Richard Littlefield, and Adam Page.

Also Present: Brian Connolly (Town of Sherborn/Library Trustee), Sean Killeen (Sherborn DPW), Frank Orlando (Town of Sherborn/Library Trustee), Elizabeth Johnston (Sherborn Public Library), Steve Brown (CHA), Tom Gatzunis Jr. (CHA) Peter Byerly (Beacon Architectural Associates), Mary McKenna, Mary O'Hara Moore, Jeff Waldron, Sue Lepard and Margaret Powicki.

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. January 3rd LBC meeting minutes were approved after motion was made by C. Kenney.

1. LBC Chair's Report:

- Invoices Approval:

- Tucker Library Proposal for additional labor and double-handling-\$4,000
 - Further breakdown and backup requested
- Tucker Library statement including invoices #9088, #9131, and #9171 for additional storage fees-\$25,200.
 - BAA to check with Stefura to check Tucker Library's original proposal to see if additional storage fee unit costs were included
 - 10 of 18 end-panels missing, Meyer originally moved everything out of library in 2016, 8 end panels set-up in community center, then sent to Falvey to be refinished.
- BAA Invoice #20-784-11 for services rendered through 11/2021- \$37,856.96
 - J. Kolb made motion to approve, R. Demler second, Invoice approved
- BAA Invoice #20-784-12 for services rendered through 12/2021- \$24,702.50
 - J. Kolb made motion to approve, M. Brown second, Invoice approved
- WJE Invoice #0501207 for window and skylight testing services through 11/28/2021- \$13,325
 - J. Kolb made motion to approve, second, Invoice approved
- WJE Invoice #0501209 for skylight repair observation services through 11/28/2021- \$8,600
 - Re-send invoice with back-up (observation report)
- CHA Invoice #39202-08, -09, and -10 for OPM services through 1/28/2022-\$59,456.96
 - CHA to refine/clarify invoices to ensure totals are correct and no

month is double counted.

- Action Items

- SWA Proposal for environmental consulting and monitoring- \$18,330
 - Approved
- CR24 from BCG- \$41,284.85
 - J. Kolb made motion to conditionally approve CO24 subject to confirmation from Rick Holland, M. Brown second, CR24 Conditionally approved subject to confirmation from Rick Holland.

2. OPM Update

Project Update

Ductwork Replacement Bid & Award

- Solicitation of ductwork replacement scope began in December; bids were due January 27th. – Limited interest and availability from contractors
 - One Bid Submitted from Apex Corp. - \$779,900
 - J. Kolb made motion to Recommend for approval to the trustees
 - Motion seconded by C. Kenney and S. Lepard
 - C. Kenney accepted LBC's recommendation on behalf of the Trustees

Window Testing

- Windows retested, Curtainwalls on 6.9-Line failed water test, Storefronts in existing building passed water test after addition of face-bead of sealant, storefront in addition failed water test, all windows passed air test.
 - Formal report to follow

Ductwork Demolition & Asbestos Abatement

- Bristol Environmental has made progress setting up containment and removing contaminated material from the attic spaces.
- Dust samples were taken from the floor of the attic adjacent to the ductwork prior to abatement, these tests indicated asbestos contamination in the attic spaces beyond the ductwork itself.
 - SWA determined that the attic spaces are contaminated with asbestos and need to be cleaned/porous material abated.
 - SWA also recommends additional testing throughout the building to determine extent of asbestos contamination.
 - J. Kolb made a motion to allow SWA to proceed with testing of the building.
 - Motion seconded by M. Brown and C. Kenney, Motion Approved
 - J. Kolb made motion to allow CHA to authorize Bristol Environmental to clean/abate the asbestos in the attic spaces on a T&M basis
 - Motion seconded by R. Demler, Motion approved

Schedule Update

- Apex to start as early as first week of March (Pending completion of Abatement Work)
- Substantial completion of ductwork replacement last week of June/ 1st week of

July (Pending completion of Abatement Work)

Financial Update:

- CHA review of records ongoing to gain full understanding of project financial status.
- CHA to continue organizing project expenditures and forecast for remaining duration.
- See invoice approvals above (Item 1)
- No budget or commitment items were presented for approval.

3. Next LBC Meeting:

- Weekly OAC Meetings held on Wednesday's at 1:00PM
- LBC meeting to be scheduled for 3/7/2022
- Motion made by J. Kolb. to adjourn and enter executive session at 8:16 PM, and not to return to open session to discuss strategy with respect to threatened potential litigation if the Chair so declares that an open meeting may have a detrimental effect on the litigating position of the Town, and the Chair does so declare, to discuss the Town Library pursuant to M.G.L. Chapter 30A, Sections 21(a)(3) and (7) and Suffolk Construction v. DCAM, 449 Mass. 444 (2007); roll call vote: unanimous to approve. Motion carries, meeting adjourned at 8:17 PM.

Respectfully submitted,

Steve Brown, CHA Consulting