

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

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

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), Mike McNulty (CHA), Tom Gatzunis Jr. (CHA) Peter Byerly (Beacon Architectural Associates), Mary O'Hara Moore, Deb Siefring, Bill Keavany, Tom Trainor, Heidi Doyle, Jeff Waldron, 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. February 3rd LBC meeting minutes to be distributed by M. McNulty following transition from S. Brown.

1. LBC Chair's Report:

- Invoices Approval:

- Tucker Library Proposal for additional labor and double-handling-\$4,000
 - Further breakdown and backup requested by LBC.
- 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
- 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

2. OPM Update

Project Update

Asbestos Abatement

- Testing conducted throughout the building to determine the extent of contamination
- Existing library building to be cleaned while new addition is to be sealed off at the 1st and ground levels
- Smith & Wessel Associates developed a Non-Traditional Work-Plan (NTWP)

- and submitted to the MA DEP for review/approval
- DEP met with SWA onsite to conduct walk-through during their review of the NTWP
- DEP required removal of all carpet in the existing library building as well as cleaning of all ductwork in the mechanical room.
- Bristol Environmental is roughly $\frac{1}{3}$ complete with their original scope of work

Schedule Update

- Schedule update pending new information from Bristol Environmental

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)
- Financial update to follow additional information from required abatement work
- No budget or commitment items were presented for approval.

3. New Business:

- Weekly OAC Meetings held on Wednesday's at 1:00PM
- LBC meeting to be scheduled for 4/4/2022
- Who will be trained during commissioning from the Town?
- Card Readers are shown on drawings, but not all hardware required was specified
 - Should we move forward, or not?
 - S. Killeen raised concern over giving any additional work to BCG
- S. Killeen is also concerned about areas where people can get locked into
 - BCG to follow-up regarding panic bars
- Motion made by C. Kenney to adjourn and enter executive session at 7:05 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 7:05 PM.

Respectfully submitted,

Mike McNulty, CHA Consulting