

**FRANKLIN LIBRARY BUILDING COMMITTEE**  
**MINUTES OF MEETING**  
**January 17, 2017**

A meeting of the Library Building Committee was held on Tuesday, January 17, 2017 at the temporary Franklin Public Library location at 25 Kenwood Circle, Franklin, Massachusetts.

**Committee Members Present:** Chair Judith Pfeffer, Sandra Brandfonbrener, Christopher Feeley, Thomas Mercer, Felicia Oti, Nancy Rappa, James Roche.

**Also in attendance:** Michael D'Angelo, Director of Franklin Public Facilities; Gus Brown, Building Commissioner; Shane Nolan, Daedalus Projects Incorporated; Mike Flaherty, Daedalus Projects Incorporated; Brian Valentine, LLB Architects; Scott Mason, Donnegan Systems.

**Committee Members Absent:** Monique Doyle, Matthew Kelly, Joseph Mullen.

*Notation: Meeting minutes were taken by Chair Pfeffer and typed by Judith Lizardi.*

**CALL TO ORDER:** Chair Pfeffer called the meeting to order at 5:05 PM.

**GENERAL BUSINESS:**

► **Approval of Minutes for December 13, 2016.** **MOTION** to **Approve** the December 13, 2016 meeting minutes. **Discussion:** Ms. Oti asked for an amendment to the minutes to change word from "disdain" to word "discontent" as recommended by Mr. Feeley. **VOTE to Approve the December 13, 2016 meeting minutes as amended: Yes-6, No-0, Absent-4.** (Mr. Mercer had not yet arrived.)

*Mr. Mercer entered the meeting.*

**DISCUSSION ITEMS:**

► **OPM Update**

Mr. Flaherty discussed the Progress Report from Daedalus dated January 17, 2017, that was provided to all meeting attendees. There were questions on the roof to the extent the new roof would interfere with the inspection of the old roofs. Information was provided that the roof proposal was not yet reviewed and would check and inspect all copper roofing on the library--the oldest as well as the copper roof installed in the 1980's addition.

► **Project Update**

Mr. Nolan reviewed the project schedule. He noted that the contractor had requested another extension of time. He said the extension is currently residing with LLB for them to review and decide upon. Basically, the extension is being requested as LLB is taking too long to respond to questions sent by the contractor on work to be done. Mr. Nolan then went through the remaining pages of the Progress Report from Daedalus dated January 17, 2017. There were many questions from Committee members on the number and dollar amount of the change orders.

**MOTION** to **Approve** Change Order #7 for \$118,066.23. (Note: this can be found on the Daedalus Report by adding up everything on Page 3 that has a number "7" after it.) **No discussion. VOTE: Yes-7, No-0, Absent-3.**

► **LLB Update**

■ **Furniture:** Mr. Valentine led the discussion as Ms. Kennedy was unavailable for this meeting. Mr. Valentine presented three sets of contracts:

1. \$130,889.01 to Creative Office Pavilion
2. \$22,035.00 to Interior Resources
3. \$85,615.76 to W.B. Mason

Mr. Valentine recommended Committee approve the contract to Creative Office Pavilion for \$130,889.01. This will enable all furniture except for the furniture to be presented to the Friends to be ordered. He stated that Interior Resources and W.B. Mason can be ordered in February and still arrive in time for opening. He noted that the Interior Resources order for \$22,035.00 is for two rocking chairs and 21 lounge chairs. He noted that furniture does not include shelving and end panels.

There was discussion on shelving and end panels with Scott Mason and Committee. Per Mr. Mason, the shelving dollar amount has been calculated. The shelving contract was sent to Chair Pfeffer and she will forward to all Committee members tomorrow morning. End panels were discussed with various designs as developed by Meaghan Kennedy and the FFE Committee. Mr. Mason sent on January 16<sup>th</sup> the end panel designs and contract to Chair Pfeffer who will forward to Committee members tomorrow morning. Mr. Mason noted that the shelving is approximately \$280,000.00 and the end panels contract is approximately \$80,000.00.

Discussion ensued relative to fact that the furniture budget amount had been reduced from the initial \$550K number down to \$450K and that number was insufficient to complete furniture for this building. Money will need to be added from one of the contingencies.

**MOTION to Approve** the Creative Office Pavilion contract for \$130,889.01. **No discussion. VOTE: Yes-7, No-0, Absent-3.**

■ **Friends Projects:** Mr. Valentine stated there were preliminary three project designs and costs for the proposals to the Friends. He noted that the first project (the tables, chairs and attached lights to the tables) was complete, showing each item and the cost to procure. Both the second and the third proposals did not have the same consistency as to individual pricing of each item as part of each proposal. As such, we are still not ready to present to the Friends. Mr. Valentine will bring back to LLB and then the second and third proposals will be updated. In order to provide ample time for ordering, these will need to be presented to the Friends soon. It was noted that if the Friends do not choose the Reading Room tables, lights and chairs, these will not be ordered and FFE Committee will need to revisit and order from State approved vendors.

Discussion ensued relative to holding expeditiously a FFE meeting to choose end panel designs and placement of same. Meeting to be held to include S. Nolan, M. Flaherty, S. Mason, M. Kennedy from LLB and any other personnel from LLB who would like to attend, along with the five members of the FFE Committee. Mr. Mason stated that there would be no cost to hold the Franklin Library shelving in the Donnegan Systems warehouse if need occurred.

***Mr. Mason left the meeting.***

Discussion ensued on the remaining construction contingency funds, now showing a balance remaining of \$192,000.00. As well, there was a discussion on ordering furniture and having furniture available for delivery and set-up with the library extension in place and not being able to place furniture in building. Generally, the companies from which furniture is ordered will charge a cost to hold furniture in their

warehouse. Further discussion commenced on the end panels and tops for shelving. Mr. Nolan requested that the FFE Committee not spend \$80,000.00 in end panel designs and placement. The FFE Committee will be as frugal as can be. It was noted that all shelving contract, placement as well as all end-panel designs, placement, contract will be forwarded to all Committee members in the AM.

■**Roof Proposal: MOTION to Open the Roof Proposal (Simpson Gumpertz & Heger) as provided by LLB. No discussion. VOTE: Yes-7, No-0, Absent-3.**

Proposal covers both copper roofs. A sampling will be done on both roofs if needed. Company will provide up to three samplings to determine thickness of all copper roofs. Any design work would come out of what this company finds. This company only provides the roof conditions; they do not provide the repair of any work that may need to be done. Mr. D'Angelo reviewed the proposal; proposal is acceptable to the Town's Facilities Director. Mr. Nolan noted that the proposal does not include any use of an aerial lift. There is a lift on premises as contracted by the general contractor. There may be an additional cost to the contract if the company needs to hire the on-site aerial lift from the general contractor.

**MOTION to Approve** the amount of \$5,390.00 for the roof proposal. **No discussion. VOTE: Yes-7, No-0, Absent-3.** It was noted that this work would progress on a non-windy day.

**ACTION:**

► ***Approval of Bills***

**MOTION to Approve** bill from B.W. Construction Co. Inc., Invoice #8, for \$365,521.26. **No discussion. VOTE: Yes-7, No-0, Absent-3.**

**OTHER:**

► ***Next Meeting***

The next meeting **only for review and approval of shelving contract and end panel designs and contract** is scheduled for Tuesday, January 31, 2017, at 5:00 PM, at 25 Kenwood Circle, the temporary location of the Franklin Public Library.

The next **business meeting** of the Library Building Committee is scheduled for Thursday, February 9, 2017, at 5:00 PM, at 25 Kenwood Circle, the temporary location of the Franklin Public Library.

**ADJOURNMENT: MOTION to Adjourn. VOTE: Yes-7, No-0, Absent-3.** Meeting adjourned at 6:21 PM.

Respectfully submitted,

---

Judith Lizardi  
Recording Secretary