

**FRANKLIN LIBRARY BUILDING COMMITTEE**  
**MINUTES OF MEETING**  
**January 9, 2018**

A meeting of the Library Building Committee was held on Tuesday, January 9, 2018, at the Franklin Public Library, 118 Main Street, Franklin, Massachusetts.

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

**Also in attendance:** Michael D'Angelo, Director of Franklin Public Facilities; Shane Nolan, Daedalus Projects Incorporated; Drayton Fair, LLB Architects; Brian Valentine, LLB Architects; Judith Lizardi, Recording Secretary. Chair Pfeffer recognized as also in attendance, Alan Earls, taking notes of behalf of *Franklin Matters*.

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

**CALL TO ORDER:** Chair Pfeffer called the meeting to order at 5:00 PM.

*Chair Pfeffer called a recess while committee members arrived in the meeting room.*

*The meeting commenced at 5:14 PM.*

**GENERAL BUSINESS:**

► *Approval of Minutes*

**MOTION to Approve** the December 5, 2017 meeting minutes by **Feeley. SECOND by Roche. No Discussion. VOTE: Yes-7, No-0, Absent-3.** (Mr. Mercer had not yet arrived.)

**DISCUSSION:**

► *FOFL Update on Sale of Bricks/Benches/Planters*

Mr. Mullen stated that 650 bricks have been sold; orders have slowed since Christmas. He will continue selling bricks until early spring. He will stop the sale approximately one month before it is okay to replace bricks based on the weather. He showed the order form used for the holiday; he noted it was the old form with the colors changed for a different look. He stated that the benches are complete; they will get the plaques for the benches in the spring. He wants to place one plaque order.

► *Benches (2) Front Path*

Chair Pfeffer stated that there is space on both sides of the front steps where the Milford pink granite was placed to put benches; these benches would be metal. She suggested that the Committee buy the benches from the construction budget and not go through the FOFL. She did not want to have any problems from the people who already purchased the four benches as to the location of their benches.

Mr. Mullen stated that there are two different kinds of plaques on the benches; the old plaques and the new plaques.

Mr. Feeley indicated that he would not be opposed to buying another bench for the front path.

Mr. Mullen said he would like the FOFL to have the opportunity to sell the benches as it would be a good opportunity to fundraise and provide a good amount of money to use for the library. He stated that it was not easy to sell the last two benches, but it got done. If the FOFL sells the benches, they would cost

\$2,500; if the Committee buys them, it would cost about \$1,700. The extra money goes back into the library.

Mr. Feeley said he is confident that two more benches could be sold; it makes more sense to have FOFL sell them to make more profit.

Mr. Mullen said the benches cannot be put in until spring, but he can sell them. He stated that the current four benches were sold to Rockland Trust, Mr. Feeley, a construction company, and the family of Michael Doherty. He feels optimistic he could sell two more benches.

Mr. Feeley said that if FOFL cannot sell the two benches, then the Committee can buy them.

Chair Pfeffer confirmed that Committee members informally agreed that FOFL should buy and sell the two benches for the front path. She suggested the two benches be a gray color which will match well with the gray planters.

Ms. Rappa agreed that two benches facing each other would be great.

Mr. Roche stated they should reach out to the Doherty family to see if the family wants their plaque to go on one of the front benches instead of on a bench located on the side of the library.

Mr. Mullen stated that the plaque on the Doherty bench is double the size. He said that if someone comes to him about the location of their bench and plaque, he will discuss it; otherwise, the current determined location will remain.

Chair Pfeffer stated that Dean Bank may be a possibility to purchase a bench.

Mr. Mullen said Dean Bank is one of the first organizations he approached to purchase a bench, but they did not follow through.

Committee members discussed other potential banks and organizations that could be approached to buy a bench including Dell, YMCA, Garelick Farms, and Real Living Realty Group.

Mr. Mullen said he thought Dean College should be approached.

Ms. Rappa said she would speak to the president of Dean College.

**► *Stand and History of Ben Franklin Books – Reading Room***

Chair Pfeffer discussed the stand with the history of the Ben Franklin books. She reviewed the copy of the letter written in 1785 from Ben Franklin to his friend regarding the books. She stated that Signs by Cam has looked at this already. The print will need to be large enough to read. It should cost less than \$8,000 for the lectern and the plaques; she stated that she is going to request that it not exceed \$10,000. She noted Mr. Fair of LLB Architects drew the plans for the lectern.

**MOTION to Approve** the lectern stand and plaques for the history of the Ben Franklin books not to exceed \$10,000 by **Feeley**. **SECOND** by **Mullen**. **No discussion**. **VOTE: Yes-7, No-0, Absent-3**. (Mr. Mercer had not yet arrived).

***Mr. Mercer entered the meeting at 5:31 PM.***

Chair Pfeffer reviewed a list of items that still need to be completed, including, but not limited to, the gate at the top of the stairs, the Children's Room shelving end panels, pictures to be hung, and doors from the kitchen that must be fixed.

***Mr. Fair and Mr. Valentine entered the meeting at 5:35 PM.***

► ***OPM Update***

Mr. Nolan discussed the Progress Report from Daedalus dated January 9, 2018, that was provided to all meeting attendees. His overview included, but was not limited to, the following.

- ***Current Progress***
  - ***Construction:*** Roof and eaves repair work is ongoing; doors and hardware are ongoing; contractors punch list work is ongoing with about 25-30 items remaining.
  - ***Furniture and Fit Out:*** Wood trim at doors and shelving in Archive Room complete; furniture punch list is ongoing.
- ***Anticipated Progress***
  - ***Construction:*** Roof and eaves repair work will be completed in the spring; contractors punch list will continue.
  - ***Furniture and Fit Out:*** Install wood trim and doors at shelving in Archive Room; install reference desks at Children's Area and second floor stacks.
- ***Project schedule:*** Substantial completion was achieved on November 1, 2017.
- ***Project costs:***
  - BW Construction original contract value = \$6,372,213. Change Orders to date (18) = \$1,342,660. Current Contract Value = \$7,714,873.
  - There is one (1) change order recommended from approval – Change Order #19 for \$5,593.
  - There are no proposed change orders under review at this time.
  - There are four (4) potential/un-submitted changes being tracked.
- ***Construction Costs Summary:***
  - Mr. Nolan reviewed the Construction Costs Summary on page 2 and provided an overview of the Total Project Budget on page 3 of the Progress Report. As well, he reviewed the Contingency Expenditure Log on page 4.

**MOTION to Approve** Change Order #19 for \$5,593.09 by **Feeley**. **SECOND** by **Brandfonbrener**. **No discussion. VOTE: Yes-8, No-0, Absent-2.**

Chair Pfeffer asked if the \$110,838 contingency will be enough to cover the last four items (listed under *Potential/Pending PCO's Not Yet Submitted*).

Mr. Nolan stated yes. He stated he thinks the current flooding is an insurance issue. It was noted that the flooding occurred because of a frozen manhole pipe. Water was pouring into the building from the ceiling in the Children's Room when the Committee members arrived.

Mr. D'Angelo stated that he will file with the insurance company and then the insurance will get back to him. He stated that it was 13 days of freezing weather. All the water coming off the roof goes into a single drain; it goes into a catch basin in the parking lot. It is an open grate that the water pours into. It froze. All the water on the roof has to come down. The water started coming off the roof when it started thawing. He stated that in the morning they are using a heater to blow heat into the manhole. Tonight, the fitting on the broken pipe that let the water into the library will be fixed. He stated that this manhole problem needs to be fixed before it starts raining on Friday. He suggested ideas on how to prevent this from happening again.

Mr. Valentine provided suggestions on how to fix this for the future. He stated that there is a solution; it will be fixed.

► **LLB Update**

Mr. Valentine stated all has been discussed.

**ACTION:**

► **Approval of Bills**

**MOTION** to **Approve** bill from B.W. Construction Co. Inc., Invoice #21, for period ending December 31, 2017, for \$93,514.37 by **Feeley. SECOND** by **Mullen. No discussion. VOTE: Yes-8, No-0, Absent-2.**

**DISCUSSION (continued):**

Mr. Mercer asked when the Library Building Committee would be disbanded.

Chair Pfeffer stated that next month would be the last Committee meeting.

Mr. D'Angelo stated that the case for the Ben Franklin books should be coming next Wednesday. It weighs 1,000 pounds; it is a fully assembled case. The Committee is hiring a moving company to move it from the delivery truck. The Committee wants to get this done in the daylight hours.

Chair Pfeffer stated that once the case is set up and working, they will have all the archival material delivered that has been in storage; the archival books will go back where they belong.

Ms. Rappa noted that when everything gets put into the Archive Room it will be locked. Has there been any thought to allowing the FOFL or FLA to donate time as volunteers to sit there so library staff would not have to be used to monitor the Archive Room when patrons wanted to use it.

Committee members informally agreed that volunteers could be used. It was suggested that maybe the town work-off program could be used for this volunteer effort. There could be posted times to use the Archive Room and volunteers could be there to monitor.

Ms. Oti discussed the need for outside steps from the parking lot; she stated this is affecting many people and it is the biggest complaint of people using the library.

Chair Pfeffer stated that steps would require losing one parking space. She stated that the Memorial Hall front door library entrance was locked; it should be open for the public to use.

Mr. Mullen said he agreed with Ms. Oti about the stairs.

Chair Pfeffer said they cannot afford to lose parking spaces. Mr. Nutting is working with Dean College for the town to buy the house next door which is owned by the college; then they could work on the stairs. This issue will be taken care of at some point. The house must be purchased because there is no parking. The meeting rooms in the library cannot be used efficiently because of lack of parking.

**OTHER:**

► **Next Meeting**

The next and final meeting of the Library Building Committee is scheduled for Tuesday, February 13, 2018, at 5:00 PM at the Franklin Public Library. Weekly construction meetings are held Fridays at 9:00 AM at the Franklin Public Library.

**ADJOURNMENT: MOTION to Adjourn by Feeley. SECOND by Mullen. VOTE: Yes-8, No-0, Absent-2.** Meeting adjourned at 6:00 PM.

Respectfully submitted,

---

Judith Lizardi  
Recording Secretary