

FRANKLIN LIBRARY BUILDING COMMITTEE
MINUTES OF MEETING
November 8, 2016

A meeting of the Library Building Committee was held on Tuesday, November 8, 2016 at the temporary Franklin Public Library location at 25 Kenwood Circle, Franklin, Massachusetts.

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

Also in attendance: Shane Nolan, Daedalus Projects Incorporated; Mike Flaherty, Daedalus Projects Incorporated; Drayton Fair, LLB Architects; Brian Valentine, LLB Architects; Phil Sweeney, Friends of Franklin Library (FOFL); Judith Lizardi, Recording Secretary.

Committee Members Absent: Monique Doyle, Joseph Mullen.

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

GENERAL BUSINESS:

► **Approval of Minutes for October 11, 2016.** MOTION to **Approve** the October 11, 2016 meeting minutes by **Feeley**. **SECOND** by **Rappa**. **No Discussion**. **VOTE: Yes-7, No-0, Absent-3.** (Mr. Mercer had not yet arrived.)

DISCUSSION ITEMS:

► ***Friends of Franklin Library (FOFL)***

Mr. Phil Sweeney, Board Member of Friends of Franklin Library (FOFL), thanked the Committee for putting him on the agenda. He stated FOFL is an independent community organization; they are all volunteers. They raise money to fund programs in support of the library. FOFL has raised \$300,000 over the years which has funded items including furnishings, tables, chairs, museum passes, as well as \$10,000 toward a library summer program. FOFL's purpose and function is to collect money through donations and dues. They are the beneficiary of a large sum of money from Ms. Wilma Winters, Franklin High School Class of 1936. She worked in higher education and earned numerous college degrees. She was a very accomplished woman and supporter of libraries. Upon her death five years ago she provided a large sum of money to be put toward the Franklin Library. The mission of FOFL is to find a way to spend that money. With the current library renovation, this is the time they would like to step forward and offer this money. The FOFL would like to get a few suggestions from the Committee on projects within the renovation that could be funded through the FOFL to put Ms. Winters' money to good use. FOFL would like to have Ms. Winters commemorated in some way such a naming something after her. The use of the money should be appropriate to someone like her who truly believed in the library; it should be a tribute to her.

Mr. Nolan entered the meeting.

Chair Pfeffer asked if the FOFL were considering the \$50,000-\$60,000 range.

Mr. Sweeney stated this would be at the high end; five figures would be good. He wants to look at something specific.

Mr. Feeley confirmed that FOFL wanted a specific project and would select more than one project based on the dollar value.

Mr. Sweeney stated he cannot commit to a certain amount as it would have to go to before their board and be voted on. He would like a list of two to four projects to take before the board. He noted he would like a paragraph or two of detail about each project. FOFL wants a way to commemorate Ms. Winters and her generosity. This is her money; they are in custody of it and want it to be involved. He noted FOFL is also doing other things like the benches.

Chair Pfeffer asked about chairs for the reading room with a plaque on the back.

Mr. Sweeney said that would be ok.

► *OPM Update*

Mr. Flaherty and Mr. Nolan discussed the Progress Report from Daedalus dated November 8, 2016, that was provided to all meeting attendees which included, but was not limited to, the following.

- **Construction progress:** The concrete placement is completed on the new addition. Structural steel is completed and inspected by JTC. Fire suppression sprinkler system installation is ongoing on upper levels in exiting building and MEP rough is ongoing in existing library building. The rough HVAC duct installation has started on the lower level of the new addition.
- **Anticipated project progress:** Erect exterior metal studs, install sheathing and vapor barrier on new addition; install gas main, sewer and 4" fire connection; continue MEP rough on existing building; continue fire suppression pipe installation on multiple levels; frame walls and parapets on roof; and prep for PVC roof installation.
- **Project schedule:** Notice to proceed: May 14, 2016. Original contract duration: 365 days. There has been one (1) approved extension of time for 37 calendar days, due to soil conditions, which brings the revised contract completion date to June 20, 2017.
- **Project costs:**
 - BW Construction bid = \$6,372,213. Change Orders to date (4) = \$200,622. Current Contract Value = \$6,572,835.
 - There are eleven (11) proposed change orders under review totaling \$357,571. (See page 3 of the report.) Mr. Nolan reviewed each proposed change order; highlights included the following. ■The Meeting Room/Reading Room floor was approved for \$42,000, but did not include the vapor barrier. ■There was discussion about location of the fire alarm annunciator—on School Street side or new entrance. It was determined that another must be added. ■They are still reviewing CPR #10, data and security wiring; it will be done under the base/general contract. ■Tile in the staff bathroom will not be removed; it will be cleaned instead. ■One (1) formal change order recommended for approval: Change Order #5.
 - There are eight (5) potential/un-submitted changes being tracked. (See page 4 of the report.) ■Mr. Nolan noted they are still working with contractors on the boiler breaching. ■Other items include replace existing dampers and replace existing walkway on Main Street side. The walkway is in poor shape so it should be replaced now while working on the site. Working with designer to come up with design.
- **Project issues/discussion:** Mr. Nolan noted LLB continues to work with the furniture working group. Cost continues to be an issue particularly for new shelving and end panels. DPI recommends supplementing the furniture budget. Final furniture selections and budget expected to be presented at the next LBC meeting. He noted they would like to get the project enclosed for the winter.

► *Project Update*

Mr. Feeley asked if the vapor barrier was supposed to be included.

Mr. Valentine said it had been omitted from the estimate.

Mr. Nolan stated the vapor barrier must be done. He also explained the fire department wanted a fire alarm annunciator at each entrance location. He discussed the bronze doors; there was dry rot at the bottom of one door. It must be taken down to be repaired.

Chair Pfeffer said the original estimate was to take off the door and bring it to the studio to repair. The cost to transport the door was \$7,400. The plan now is that the door will be repaired at the library location.

Mr. Nolan stated the scagliola has a film of dirt; Jeff Buccacio will clean it as well as do other repairs.

Mr. Mercer entered the meeting.

Mr. Nolan said they are working with LLB regarding the landscape and reusing some of the granite from the existing building. In the original scope, there was not any work to be done on that side of the building, but now is the time to do it.

Mr. Roche asked about the security wiring.

Mr. Nolan said that during design process they were going to buy the devices from the same company that did all other buildings in town. For coordination purposes, it is better to have this on the electrical contractors so they will run all the wiring to a box in the wall, then put the cameras in. This money would need to be spent anyway. Some of the existing cables were coax cables.

Mr. Roche said this takes a big part of the contingency.

Mr. Nolan said they have been spending money faster than he would like. He noted that on page 6 of the Progress Report the contingency was \$1.1 million and now they are at about 50 percent.

Mr. Roche said he is concerned about the money used.

Mr. Nolan noted the total project budget on page 5 and said there have been no changes at all.

Chair Pfeffer said initially they had \$500,000 plus for moving and rent and that reduced to \$300,000. Where did the \$200,000 go?

Mr. Nolan said to look at budget amendments; it is \$1.8 million unencumbered. In October 2015, it was \$10.5 million by the Town Council appropriation; any savings were rolled down and now shown at \$1.8 million.

Chair Pfeffer said furniture budget in May was \$550,000 and now it is \$400,000.

Mr. Nolan discussed furnishings. He said a lot of the old shelving is not useable and cannot be repaired. It had been expected that some of the old shelving could be reused. They will reuse shelving on third and fourth floors, but need new shelving on first and second floors. The new numbers are \$150,000 over, so far. Must get a final number for shelving; they are working with Donnegan.

Chair Pfeffer said Donnegan was doing the cabinets in the archive room. She discussed that on the second floor whether there should be six tables with some shelving or eight tables. Six tables would probably work as there are many places to sit in the library. She noted it all costs a lot of money.

Mr. Feeley said shelving budget was \$500,000.

Chair Pfeffer stated that Jeff Nutting said it could be done using the unencumbered money.

Mr. Nolan said now would be the time to repair the scagliola; this is the time to do things. There is \$1.8 million still available, but he would like to manage it and try not to spend it. He is feeling good about the construction contingency. He explained there have been scope changes as well. They are managing the budget and hoping to stay within \$9.7 million even with all the changes.

Ms. Rappa noted that FOFL can help on some of these changes.

Mr. Nolan remarked that Memorial Hall and the Reading Room have very expensive furniture going into them.

Chair Pfeffer said that after this gets done the only additional item to worry about is the old roof.

Mr. Feeley asked if anything was budgeted for the roof.

Mr. Flaherty said it is mostly the downspouts and the gutters that are backing up and overflowing.

Mr. Fair said he did not think this was all doom and gloom regarding the budget.

Mr. Kelley commented that this is the town's money.

Mr. Feeley said whether it is the roof, doors or whatever, it must be managed so this can be done as a one-shot deal; have to do the right thing.

Ms. Brandfonbrener said she wants this to be done better than the 1989 addition.

Mr. Feeley said the fix they did for the water leak was never fixed properly.

Ms. Rappa reminded everyone that the building was free for many years.

Mr. Mercer asked when will the roof be looked at.

Mr. Nolan stated that staging is required to look at it. The roof was not in the scope of the original project.

Mr. Mercer said it is something that should be looked at soon and again asked when it can be looked at.

Mr. Valentine said a roofer looked at it and made them aware of the gutter overflowing. The contractor would need to bring in a boom truck to look at it.

Mr. Nolan said they are going to be framed soon; probably finish the framing by next meeting.

Mr. Flaherty said he was not sure when it would be weather tight, but maybe by January.

Mr. Roche confirmed that Mr. Nolan seems comfortable with the budget and the contingency.

Chair Pfeffer reiterated that the sidewalk was a request by Jeff Nutting, but they are still supposed to use the current budget.

Mr. Feeley asked if it was reasonable to expect some update as to the condition of the roof.

Mr. Nolan said he thinks he could get that done.

Mr. Mercer asked for a formal RFI on it.

Chair Pfeffer asked how do we get this started.

Mr. Valentine said it was already discussed with the roofer.

Mr. Nolan said it may only be the gutters, but cannot give a guess as to what it is.

Chair Pfeffer asked if Mr. Nolan foresees anything else major.

Mr. Nolan said he does not think so, at the moment. The only issue out there is the existing duct work that is going through the floors and walls as they cannot get to it. Mechanical contractor asked about existing duct work; asked to do a pressure test on existing duct work before they get started. Contractor is concerned and needs a baseline. There is some original duct work made of brick and cannot get to it.

Mr. Fair said it is integral to the structure and there is really no way to get to it.

Mr. Nolan said do not want the rooms to be too hot or too cold. This just came up last week.

Mr. Kelly left the meeting at 5:50 PM.

► *LLB Update/Potential Changes*

Mr. Fair said they are working on furniture with budget, committee and vendors, and will be prepared to make presentation at next month's meeting. He said there is no way to bid the chairs so they must be purchased in a different fashion, such as by FOFL. He stated they do not tend to sell furniture to people; they do not markup furniture. If a proprietary product is purchased, it must be done in a different way.

Chair Pfeffer said the price on chairs is about \$700 each.

Ms. Rappa suggested FOFL could buy the chairs for the six tables.

Mr. Mercer said FOFL could buy the chairs and then donate them to the library.

Chair Pfeffer said that only four chairs would be around each table.

Mr. Nolan said if under \$25,000 do not have to bid it.

Mr. Mercer said if FOFL buys it, then nothing else must be done.

Mr. Nolan said they need to work through the quantities.

Chair Pfeffer said this may be one of the things FOFL would buy. Even the 6-ft. tables with the center hole may be added to this.

Mr. Feeley said tables and chairs would be good for FOFL to fund; also, offer them the doors to put a plaque on for Ms. Winters.

Chair Pfeffer talked about the two concrete urns to put bushes in.

Mr. Valentine said they had talked about enhancing the entrance. This could possibly be another item that people could buy.

Mr. Nolan would like to wrap up the furniture in the next month. The shelving in the historic room is going to be expensive; he is not sure if that can be bought on the state bid list.

Mr. Feeley would like to get FOFL a list of ideas.

Mr. Roche agreed a list should be prepared for FOFL.

ACTION:

► ***Approval of Bills***

MOTION to Approve Change Order #5, for \$52,561.00 by **Feeley. SECOND by Mercer. No discussion. VOTE: Yes-7, No-0, Absent-3.**

MOTION to Approve bill from B.W. Construction Co. Inc., Invoice #6, for \$425,117.55 by **Feeley. SECOND by Roche. No discussion. VOTE: Yes-7, No-0, Absent-3.**

OTHER:

► ***Next Meeting***

The next meeting of the Library Building Committee is scheduled for Tuesday, December 13, 2016, at 5:00 PM, at 25 Kenwood Circle, the temporary location of the Franklin Public Library. Weekly construction meetings are held Fridays at 9:00 AM at the construction trailer at the old library building.

ADJOURNMENT: MOTION to Adjourn by Feeley. SECOND by Mercer. VOTE: Yes-7, No-0, Absent-3. Meeting adjourned at 6:02 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary