

**Minutes for Meeting of LIBRARY BUILDING COMMITTEE**  
**Monday, February 06, 2023, 6:00 pm via Zoom**

Attendees: Liz Anderson, Jim Kolb, Chris Kenney, Frank Orlando, Brian Connolly, Mark Brown, Roger Demler, Heather Willis, Deb Siefring, Sean Killeen, Eric Johnson, Adam Page, Margo Powicki, Mary Moore, Mike McNulty, Tom Gatzunis Jr., Richard Littlefield

By order of Town officials, this meeting will be a virtual meeting and public participation may be limited. Roll call voting is required. Meeting will be recorded.

J. Kolb called LBC Meeting to order at 6:02 PM

1. 01.09.2023 LBC Meeting minutes voted on.

J. Kolb made motion to approve 01/09 Minutes, motion 2<sup>nd</sup>, all in favor - meeting minutes approved.

2. Chair's report

a) Invoices for approval:

-Apex Corp.

January Requisition - \$19,966.15

HVAC Installation & Restoration of Finishes through the month of January

J. Kolb made motion to Approve, Motion 2<sup>nd</sup>, All in favor, Invoice Approved

-Tucker Library Interiors:

- Quote for Added Labor/Escalation- \$4,000
  - o Shelving installation is well underway already
- J. Kolb made motion to Approve, Motion 2<sup>nd</sup>, All in favor, Invoice Approved

-CHA Consulting:

- Invoice #39202-20 - \$10,800
  - o OPM Services through Nov.
  - o J. Kolb made motion to Approve, Motion 2<sup>nd</sup>, All in favor, Invoice Approved
- Invoice #39202-21 - \$10,800
  - o OPM Services through Dec.
  - o J. Kolb made motion to Approve, Motion 2<sup>nd</sup>, All in favor, Invoice Approved
- Invoice #39202-22 - \$10,800
  - o OPM Services through Jan.
  - o J. Kolb made motion to Approve, Motion 2<sup>nd</sup>, All in favor, Invoice Approved
- All future CHA invoices to be addressed to Jeremey Marsette, not David Williams

### 3. OPM Update

#### a) Recent Events:

- Skylight Leak
  - Repair work done by Eastfield/Subcontractors
  - Report documenting repair procedures to be provided by BCG to Town/BAA for review
- Elevator Machine Room Leak
  - Investigative demolition performed to uncover as-built condition
  - Non-conforming waterproofing was discovered
  - Letter sent to BCG on 02/03 demanding that further demolition occurs to uncover an additional window bay to understand the extent of the non-conforming work
- HVAC
  - Punch-list & Restoration of Finishes
- Antique Clock: Restored, Delivered, & Assembled on-site by Hills Antique Clocks
- Egress Lighting:
  - Per Walkthrough with building officials, lighting was required at the (2) egress doors at the East & West ends of the Original library building
  - Lighting installed by MV Electrical
- Stair 1
  - Rated ceiling assembly at the ground level of Stair #1 was installed & Finished Following Apex completion of Ductwork & Firestopping
- AV Installations
  - Ralph Deady continued installation of Display mounts, Projector mounts, Outlet wiring & installation for 1 projector and 2 speakers, speaker mount installation, Speaker wiring
- Commissioning effort ongoing, regular meetings scheduled.
  - Interior Service light at AHU-1 was not functioning – Called out in WSP Commissioning report, Wiring connected by MV Electrical
- Move-in Coordination
  - William B. Meyer Furniture move-in & set-up progressed
    - Working with William B. Meyer regarding claim for missing items
  - Tucker Library Interiors – Shelving installation complete
    - W/ Exception of few missing parts, already ordered
  - Re-finished study tables & End-Panels delivered by Falvey, End-panels were too wide, to be re-cut & Finished – Expected Late Feb.
- Water Sanitation
  - Chlorination procedure performed by Traveler's (W/ Subcontractor) to sanitize the water-main that services the building
    - Awaiting Report & Test results
- Punch-List
  - CHA Estimating Department expects to release Draft Monetized Punch-List imminently, BAA & Town review & comments expected

#### b) Budget Update

- CHA working on updated budget sheet
  - Budget sheet update will be available for Thursday Budget meeting

#### c) New Business

4. Proposed date of next LBC virtual meeting – 03/06/2023

J. Kolb made motion to Adjourn LBC Meeting to executive session at 6:38 PM

Roll Call Vote; Meeting adjourned at 6:39 PM