

Old Library Accessibility Committee
Meeting Minutes November 25, 2019
Upper Town Hall – Main Meeting Room
13 Ayer Road, Harvard, MA

Members Present: Pete Jackson, Mark Mikitarian, Lucy Wallace
Clerk of the Works: Carl Sciple

The meeting was called to order by Lucy Wallace at 9:05 AM.

Administrative

The minutes for the September 26, 2019 meeting were approved as amended.

The final invoice (#9) submitted by Rinaldi, Inc. dated 9/11/19 and in the amount of \$27,142.83 was approved for payment. All items on the punch list, except for the weather stripping on the front door, have been addressed to the satisfaction of Austin Ludwig and Marie Sobalvarro.

The final invoice submitted by Abacus Architects + Planners dated 11/18/19 and in the amount of \$1,810 as approved for payment.

Update on Budget

Lucy distributed a copy of her budget tracking which has been updated to include payments to the Clerk of the Works through July 2019. Carl Sciple confirmed that he has not submitted payment requests since then so no additional charges will be made against that line item. Mark Mikitarian presented a bill submitted to Five Sparks by Jasonics in the amount of \$1,500 for installation of the card swiping/locking system. While this work was done outside of Rinaldi's contract, the cost is charged to this project, as is installation of the outdoor faucet by West Plumbing and Heating. Lucy will check with Marie on the cost of West's work and add it to her accounting. Pete Jackson mentioned he has not been reimbursed for a bill he had submitted last July to Marie in the amount of approximately \$45 for a deadbolt for the bathroom door. Lucy will follow up on that as well.

Lucy explained that her budget tracking takes into account the \$14,500 in liquidated damages negotiated by Austin, Orazio Rinaldi and Marie (original submission was for \$44,500 in damages). While inclusion of this credit against the change orders gives the project a remaining balance of \$14,630, that credit is to offset the Town's losses and future maintenance of the granite landing. In other words, these are not funds to be spent on other project items. Bottom line, however, is that we appear to have come in on budget, but Lucy will confirm this with Marie's accounting of the project's expenses.

Closing Out

Lucy offered to write a final report summarizing the work of the Committee, including any recommendations for on-going maintenance or improvements. Once the report has been accepted by the Select Board, this Committee will be dissolved.

On a related matter, Lucy reported that Gale Associates had submitted its report on the roof repair to the Permanent Building Committee (PBC), which offered two courses of action. The first would be repair of immediate damaged and leaking areas, while the second would be full repair/replacement of the entire roof and repointing of brick exterior walls. While she has not seen the report (it will be given to the Selectmen at the meeting on December 3rd) her understanding is that the first option would cost approximately \$500,000 - \$600,000 and the second would cost around \$1 million. The PBC has asked

the Selectmen for guidance on which course to follow. Given the current roof has lasted over 100 years, Pete felt it would be worth the expense to do option two. Mark agreed, noting we have invested \$700,00 in upgrading the building and should preserve this investment by properly addressing the roof and internal leakage problems. Lucy will send copies of the report to Committee members once she receives it.

The meeting adjourned at 10:45 AM.

Next meeting: None planned