

Old Library Accessibility Committee
Meeting Minutes
August 7, 2017

Members Present: Wendy Cote-Magan, Mark Mikitarian, Lucy Wallace; Ken Swanton by phone

The meeting was called to order at 7 PM by Mark Mikitarian.

Administrative - Invoice

The Abacus invoice in the amount of \$10,000 was approved for payment.

Abacus Revised Schematic Plans

First Floor Elevation: Abacus noted a 6” difference in first floor elevations between their determination (based on original building plans) and the recent survey by Ducharme. Wendy believes it is because Ducharme measured the elevation for the inside of the existing side door entry and did not take into account the step up from the entry into the first floor. The difference in 6” has an impact on the length of the pathway from the sidewalk to the proposed ramp for the front entrance. She urged that the elevation be reconfirmed by Ducharme as soon as possible, as cost estimating is now being done. She offered to send Mark a written explanation of the needed re-survey work which Mark can forward to Marie Sobalvarro to discuss with Ducharme.

Revised Pathway and South Entry: Prior to this meeting and finalizing the schematic plans for the cost estimator, Mark and Wendy had a conference call with Abacus. The purpose was to discuss shifting the pathway in such a way to eliminate the need for a retaining wall along Old Littleton Rd and, instead, remove the exiting stairs to the side entrance and regrade the southerly side to accommodate the pathway. The current schematic plans (8/4/17) show this revision. The plans show that the existing exterior landing will remain and railing added to make it an enclosed balcony off the side entrance. Should the Town so desire. in the future the balcony and existing exterior door could be removed and the original façade with four windows restored.

Ramp: Ken asked if the ramp had been moved away from the building as Gabe had suggested (but was not requiring). Gabe’s concern arose from snow coming off the slate roof and covering the ramp. Wendy noted that if the ramp was too far off the building it would require a guardrail (horizontal cables) on the right (interior) side; whereas as originally proposed it would only need the upper and lower handrails. Wendy noted that the plans had left the ramp in its original position (4” off the building).

Historical Commission Review: Ken reported that he and Wendy had attended the August meeting of the Historical Commission to give them an update on the plans. The Commissioners were quite pleased to see the front entrance being restored. They did question the handrails for the exterior stairs and wondered if railings and balustrades more in keeping with the original entrance could be used. Wendy noted, and the Committee agreed, that the railings along the stairs should match the guardrails for the ramp so the entry would be as uniform as possible.

Funding – CPIC and Town Meeting

Should this project go the fall Special Town Meeting an application needs to be submitted to CPIC by August 14th. However, we will not have an estimate until the end of August. Lucy Wallace suggested we notify CPIC of our current plan to take this to the fall STM for approval and explain that while we do not have a firm request for funding at this time, we will notify CPIC once we do. Ken concurred, expressing concern that having this approved at the spring Annual Town Meeting would be challenging given the likely vote to fund the Elementary School project.

The availability of funding through a Municipal ADA Improvement Grant would be extremely helpful in offsetting the cost to the town and, therefore, useful in approving this project. The deadline for submission of a grant application is 11/17/17, with awards being announced in January 2018. The maximum award amount would be \$250,000. There was considerable discussion about phrasing a motion for the STM: funding up to \$x amount (the estimated cost) subject to receipt of a grant of \$y amount? Lucy wondered if it would be possible to ascertain a sense of the amount of grant funding that town might receive prior to the fall STM, tentatively scheduled for the week of November 6th. Ken asked if it could be held later when we might have a better idea on grant funding.

Mark will contact CPIC to advise them of our current timeline and possibility of grant funding.

Detailed Request to Cost Estimator

In addition to the updated Schematic Plans, Abacus had provided a copy of the request sent to the cost estimator, broken into various specifications' categories. Wendy asked Mark if she could have a day to review the document to make sure it was covering all the elements as agreed upon. He agreed to wait a day before contacting Abacus.

Administrative - Minutes

The minutes of the July 11th meeting were approved as amended.

The meeting was adjourned at 8:15 PM.

Next meeting: September 6th 3-5 PM