

Old Library Accessibility Committee
Meeting Minutes February 12, 2019
Upper Town Hall – Small Meeting Room
13 Ayer Road, Harvard, MA

Members Present: Wendy Cote-Magan, Chris Cutler, Pete Jackson, Mark Mikitarian, Lucy Wallace
Clerk of the Works: Carl Sciple

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

Administrative

The minutes for the February 5, 2019 meeting were approved as presented.

Update on Construction

Carl Sciple provided an update on construction work to be done in the next week or so, based on Monday's regular construction meeting.

1. Interior Brick Wall Removal: Carl reported that Rinaldi would be removing the interior brick wall today. As it butts up against the exterior brick wall, the removal is not expected to damage the exterior wall.
2. Buried Drains: With the drainage change order resolved, Rinaldi will be cleaning and flushing the underground drains on Wednesday or Thursday of this week.
3. Front Door Framing and Door: The framing issue for the new entry has been resolved between Rinaldi and the architects. However, Orazio Rinaldi reported that the contractor he intended to use to make the custom front door cannot make the transom fan light as designed (with the grills between the glass window, as opposed to being on the outer side of the glass). Orazio has looked into another door manufacturer, but their panels and door will not be the same as the designed door, requiring more framing and thinner sidelights. The Committee agreed that Rinaldi must produce the door as specified in the design drawings. Wendy Cote-Magan offered to call Austin Ludwig or David Pollak to express our concern and see how this matter might best be resolved.
4. Fire Beacon: The exterior fire beacon is shown on the construction drawings as being fairly close to the exterior sconces. Wendy had suggested moving the beacon closer to the southwest corner of the building, but according to Rinaldi it would require scaffolding (and additional cost) to do so. Rather than incur additional costs, Wendy agreed to leave the beacon basically where planned. Rinaldi had indicated he would install the beacon after the sconces were in and would try to keep it as removed as possible.
5. Rinaldi confirmed that he is on target to complete the interior work by April 1st.

Gale Report

Following last week's meeting, Carl had reached out to a contact at Gale Associates, Inc. regarding the firm doing an assessment of the building's roof. The rationale for this assessment was that funding for the roof replacement project at Annual Town Meeting would be more clearly understood and that the town would be able provide better specifications when it goes out for bid. Carl, Pete Jackson and two members of the Permanent Building Committee (PBC), Steve Moeser and Pablo Carbonell, had done a walk thru of the building with representatives of Gale Associates. A proposal was received for assessing the entire exterior envelope of the building for \$10,000. The Committee discussed the pros and cons of retaining

Gale Associates to do this complete assessment, as opposed to simply one for the roof. Pete and Carl advocated for doing the entire building so that the town would know and could plan for future significant maintenance/repairs. Mark Mikitarian and Lucy countered that this was more than we had originally sought and perhaps more expensive than justified in conjunction with the roof replacement project. No decision was made as to whether to recommend this approach or not. Lucy noted that it would be up to the PBC to decide if it wanted to proceed with the Gale proposal. Carl will follow up with Cindy Russo, chair of the PBC.

Change Orders

1. Interior Brick Wall: Rinaldi will be submitting a change order for removal of the interior brick wall. Wendy challenged the legitimacy of this, as it was clearly noted on the drawings that the wall needed to be removed. However, the drawings did not indicate the wall was brick. We need to see the change order before agreeing to the charges.
2. Soil and Rock Removal (#52-06): The \$5,815 charge seemed excessive and Lucy questioned the two days of trucking. There was some confusion as well about where the debris had been trucked, as the DPW had been approached about a possible local site. Wendy will check with Austin to see if those charges are correct. Chris Cutler felt we should not approve this amount until we have a better justification for it.
3. Winter Conditions (#52-02): Rinaldi had submitted this change order in the amount of \$6,369 for the cost of pouring concrete in winter conditions. Marie Sobalvarro and agreed to extend the performance time from April 1 to June 1 as compensation, in lieu of paying this amount. In addition, Rinaldi had agreed to have the interior work completed by April 1 (so a temporary occupancy certificate could be issued) provided he would have until June 1 to complete the exterior work. Pete said he would like to see this agreement in writing. Mark asked if the town or tenant would receive liquidated damages if Rinaldi had not completed work by June 1.
4. Interior Conduits: Mark asked if the contractor was responsible for painting the conduits on interior walls. Chris suggested this be confirmed with Austin, but felt it would be part of the work as the contractor is also responsible for other interior painting of repaired or new work. Pete felt it would be good to remind Rinaldi of this obligation.

Meeting adjourned at 10 AM.

Next meeting: February 19, 2019 at 9 AM;

Reminder: Walk thru of building with contractor on February 25th at 11 AM.