

Old Library Accessibility Committee
Meeting Minutes May 7, 2019
Upper Town Hall – Volunteers Meeting Room
13 Ayer Road, Harvard, MA

Members Present: Chris Cutler, Pete Jackson, Mark Mikitarian, Ken Swanton, Lucy Wallace

Clerk of the Works: Carl Sciple

Guests: Willie Wickman, Harvard Cultural Collaborative (HCC); Joan Eliyesil, *Harvard Press*

The meeting was called to order by Chair Lucy Wallace.

Administrative

The minutes for the May 2, 2019 meeting were approved as presented.

Update on Construction

The following issues and topics from the construction meeting held on Monday, May 6th, were discussed:

1. Temporary Certificate of Occupancy: The Building Inspector is expected to inspect the building on Friday, May 10th and issue a TCO shortly thereafter. Remaining work to be completed this week includes installing the new flange for the toilet in the handicap bathroom and cleaning by a professional cleaning company, including steam-cleaning the carpets.
2. Temporary Repair of Flat Roof: Work is expected to begin on the 11th and be completed by the 19th of this month.
3. Brownstone Infill: There is no savings in time (6-8 weeks) by reusing salvaged brownstone (as opposed to buying new material) for the infill work as it needs to be done off-site at the fabricator's facility. However, there was some cost savings. Originally estimated to be \$5,700, Rinaldi had just submitted a change order for this work in the amount of \$4,515.76. We could remove this portion of the project and complete it at a later time by a different contractor, if we wanted to eliminate the 6-8 week delay. The Committee agreed it made sense to keep it within the current project scope. The delay in completing this work, however, should not impede tenant's re-occupancy of the building. Pete will advise Austin of this decision.
4. Granite Steps: There may now be a delay of 6-8 weeks in completing the granite steps, although Orazio needs to submit a final schedule. The delay was mainly because the final dimensions of each step could not be verified until the blocks on the facing walls had been installed. And, unfortunately, each block had to be cut to keep the risers within the allowed height. Installation of the granite steps is critical to completing the metal work required for the railings. The Committee hopes Orazio will be successful in accelerating installation of the steps.
5. Ramp, Railings and Additional Metal Work: The subcontractor is now projecting installation of the ramp and railings the end of June/early July. Pete explained that the railings, ramp and supports will be separately painted (dipped) by the fabricator and then brought on-site for installation. He recommended that these items be fastened together by bolts, as opposed to welding, as bolts would not compromise the paint and, therefore, protect against rusting. Welding, on the other hand, could degrade the paint which would hasten rusting. Pete will communicate this preference to Austin.

6. Schedule Slippage: It is now apparent that that building will not be ready for occupancy before July 1st, a month later than the previous date of June 1st. Marie Sobalvarro indicated at the construction meeting that the Town would consider seeking liquidated damages from Rinaldi. As the Committee is meeting weekly, its failure to approve future requested changes or actions should not be further reason for delay. Marie noted that this slippage would not impact the Town's receipt of the Mass Cultural Facilities Fund grant as she is applying those funds to current invoices and expects to have them all used by the end of June.
7. Entry Tile: Pete explained that the extent damaged tile in the front entry as being nearly half the entry area. In addition, the floor dips towards the center from all four corners which will necessitate some repair to the subflooring. Instead of salvaging tile, Orazio suggested using large granite tiles to carry the look of the granite landing at the top of the stairs and ramp into the entry. This granite would be set off by a black border, similar to what was planned with restoration of the existing tile. The granite will be installed with a slight slope so that water drains away from the door. The Committee agreed to replace the existing tile with granite, having a similar sized black border and requested that Austin provide a design before the Committee's next meeting for approval. Pete will coordinate with Wendy Cote-Magan and advise Austin of this decision. Mark Mikitarian asked that as many of the whole tiles as possible be saved when they are removed. Pete and Carl may do the removal.
8. Restored Brick Entry Wall: As a portion of interior walls were now exposed in the exterior entry, the wallboard needed to be removed which covered the original exterior brick. Carl reported that cleaning the glue off the brick wall on the right of the entry with the heavy brush was very successful and that the brick looks quite good. However, when the interior wall was installed on the left side it was not glued, rather attached by to wooden lathes that were nailed to the brick. Those nails are now exposed and need to be removed. Pete suggested grinding them down, which would do the least damage to the brick. He volunteered that he and Chris Cutler could do that.
9. Granite Curbing: Due to removal of the small set of stairs from the path to Old Littleton Road, the curbing at the base of the slope needs to be extended. It is estimated to require another 12' of granite curbing, which will require a future change order to cover the cost of material and labor.
10. Fire Box and Beacon: Pete described the revised provision of electrical service for the fire box and beacon. Originally it was thought that the conduit for one item would run down along the exterior wall through the floor and the other would run up the exterior wall to the ceiling. However, it was found that the conduits could run parallel to each other up the wall, traverse inside the ceiling and come down through the opposite wall before going through the floor to the basement and over to the electrical panel. The benefit of this arrangement is that the cuts in the floor will be in the base board inside the doorway, as opposed to through the new floor of the exterior entry.
11. Side Porch: Carl reported that Orazio expects to have the carpet and windows installed in the south porch area by June 1st. He added that the brick arches over the windows were damaged when the old windows were installed. They need to be repaired before the new windows are installed, otherwise the rough, uneven edges will be exposed.
12. The new front door is scheduled to be ready for installation by the end of May.

Additional Items

1. Ken Swanton noted that it is important that we limit various OLAC members' contact with Orazio, as he is under great pressure to complete the job. In addition, we do not want to be a reason for his not

meeting the schedule. We also want to minimize multiple members contacting Austin. It was agreed, therefore, that Pete and Carl would be our contacts with Orazio and Austin until the end of the project

2. Key Card Security System: Mark asked about the type of system being installed and how it would work with locking and unlocking the crash bar for the door, as well as providing entry to the building. He explained that he would prefer to have the key card only open the door and that the crash bar require manual unlocking/locking from the inside with a key (similar to the system in place at the Public Library). Carl will contact Della Jennings to confirm.
3. Joan Eliyesil asked if the schedule slippage would result in increasing the overall project cost. She was advised that it would not. As a follow up she asked about the town pursuing liquidated damages and was advised that if it did, it would be subject to negotiation between the parties at the completion of the project.

Next meeting: May 14, 2019 at 9 AM. (Lucy will be out of town until the May 28th meeting.)