

Old Library Accessibility Committee
Meeting Minutes May 21, 2019
Upper Town Hall
13 Ayer Road, Harvard, MA

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

Clerk of the Works: Carl Sciple

Abacus Architects: Austin Ludwig (via phone where noted)

The meeting was called to order at 9:00 AM by Mark Mikitarian.

Administrative

The minutes for the May 14, 2019 meeting were approved as written.

Update on Construction

1. **Change Orders:** CP-07 - Masonry Removal at Front Entry and side porch - Pending. Utility back charges were discussed at construction meeting. CP-13 - Brownstone Pier - Approved. Work does not need to be completed for substantial completion certification. Post Office Infill Panel - Approved pending reissue without supervision. Supervision by GC was discussed at length at the construction meeting for this and other CO's. Master Box install - Under review by engineer. Austin noted that Marie met with the Fire Chief who confirmed that it was OK to wire the master box as it was pre-project. Austin will firm up the needed work in coordination with the engineer to assure the labor time is reasonable. Credits were approved and signed for: side stair and side porch tile/carpet change. Ken requested an updated CO log from Austin.
2. **Construction Progress:** The four arch windows on the south porch have been installed. Trim will follow. The basement window is on site and being prepped for installation.
3. **Temporary Certificate of Occupancy:** All items requested by the Building Inspector have been completed (relocate braille bathroom signs, install temporary exit sign in north corridor, and install lever handle on non-ADA bathroom door). The Building Inspector will inspect on Wednesday, May 22 and should issue the TCO shortly after.
4. **Pendant Light on South Porch:** All agreed previously that the light must be removed. Austin agreed that it does not meet code there is no furniture or other barrier beneath it. Consideration should be given to remove it without using the electrical subcontractor.
5. **Ramp:** The metal fabricator attended the construction meeting on Monday and explained that the galvanizing process may take less time than anticipated as the plant will be processing another job using the same color. This may allow for completion of the ramp and installation by late May early June. The ramp could be installed after site work including paving
6. **Missing Outlet in Fireplace Room** - Based in pre-project photos there was a duplex outlet in the fireplace room opposite one located in the former interior space (now brick walled entrance). both outlets were removed and holes left in the brick side and on the interior wainscot wall in the fireplace

room. The plans did not call for demo or replacement. Austin said that code does not require an outlet in this location. Austin will request that the hole be patched and painted.

7. **Entry Tile:** David Pollack and Austin reviewed the condition of the entry floor and decided that the sag probably occurred soon after the concrete based was poured. There is no need to remove the concrete to evaluate the structure. After the tile and mud are removed the floor can be leveled before new tile is installed. Dave Pollack also asked for OLAC to consider using the removed tiles to form a rectangular shaped insert for the new floor. The balance of the area would be filled with 12 in. x 12 in. (or smaller) granite tiles. He is looking to OLAC to lay out a design. Before any design we must determine how many existing tiles we have. They require removal of carpet adhesive before evaluating re-use.

Budget Update: Ken distributed an updated budget (dated 21 May). The construction contingency use is up to 87% based on actual and proposed changes.

Meeting adjourned at 10:10 AM.

Next meeting: May 28, 2019 at 9 AM.