

Old Library Accessibility Committee  
Meeting Minutes August 6, 2019  
Upper Town Hall – Volunteers 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 by Chair Lucy Wallace at 9 AM.

Administrative

The minutes for the July 30, 2019 meeting were approved as presented.

Rinaldi Requisition #8, for the period ending 7/31/2019 and in the amount of \$41,942.69 was presented for approval. Wendy Cote-Magan questioned if, after payment of this invoice, there would be sufficient funds remaining in the contract to cover the remaining work to be done and punch list. Austin Ludwig was called. He noted the only outstanding item to be done was installation of the door hardware; remaining tasks would be the punch list. He felt the combined remaining contract balance and retainage (which together is approximately \$40k) would be sufficient. The invoice was then approved for payment (4 aye, 1 nay – Mark Mikitarian).

Update Construction

*Door Hardware:* There had been some confusion in a series of emails regarding the locking system being installed for the new front door, which now seems to have been resolved. Carl Sciple suggested that Mark write up his understanding of how the system is to work and give it to Orazio and Steve Kesseli, the installer, to make sure his understanding is correct.

*Entry Tiling:* Chris Cutler reported that the granite tile will cost \$700. As requested by Tom Aukstikalnis, Chris ordered 70 granite tiles. He is expecting it to be delivered to DalTile in Shrewsbury next Wednesday or Thursday and he will deliver it to the site. Pete Jackson reported that Tom is hoping to start the prep work for the entry today. According to Orazio, the hardware for the door will be installed today; therefore, the earliest Tom would have access to the site would be after 5 today; it will be available to him anytime tomorrow. Pete will let Tom know both when he will have access to do prep work and when to expect delivery of the granite. Wendy asked that her calculations for amount of granite and repurposed tiles be double-checked, as she is concerned about running out of the repurposed tiles. Pete reported he had found another box of tiles which will give Tom a buffer to be tile the entry as designed by Wendy.

*Brownstone Patch:* Austin has been working with the mason, Spillane, regarding redoing the patched brownstone pier, which had not been done in accordance with Spillane's sketch. Austin had looked at the saved brownstone and determined there probably were not enough large pieces to do the patching as Spillane had originally proposed. Lucy asked and Austin confirmed that Spillane was supposed to advise Austin and OLAC if he could not do the job with the old brownstone and, therefore, would have to use new material. Austin also confirmed that there was to be no difference in charge between using the old or new material. The Committee agreed the work as done was not acceptable and that Spillane should replace it with new material. Austin is working on having that done.

*Final Inspection:* The final inspection was to be made on August 9<sup>th</sup>. With the front entry not completed by then, a new date will need for completion will need to be set at the next construction meeting. There is hope that Tom can complete the tiling by the 16<sup>th</sup>. In addition, the punch list will need to be completed to

the owner's satisfaction before the project can be considered complete. Carl will confirm that there will be a construction meeting on the 12<sup>th</sup>.

Meeting was adjourned at 10. Lucy will post agenda for August 13, 20 and 27. She noted she will be away on the 13<sup>th</sup>. If there is no need to meet on any of these dates, the meetings can be cancelled.

Next meeting: August 13, 2019 at 9 AM in the Volunteers Meeting Room