

Old Library Accessibility Committee  
Meeting Minutes September 11, 2019  
Upper Town Hall – Volunteers Meeting Room  
13 Ayer Road, Harvard, MA

Members Present: Pete Jackson, Mark Mikitarian, Lucy Wallace  
Clerk of the Works: Carl Sciple

The meeting was called to order by Lucy Wallace at 2 PM.

Administrative

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

Update on Construction

*Final Inspection:* Gabe Vellante had done the final inspection earlier today. The building passed and a Certificate of Occupancy was expected to be issued no later than Friday.

*Budget:* Lucy distributed an updated budget, noting that expended funds now included the cost of the tiled entry. She is still carrying \$700 as estimated cost for Fenagh, \$1,200 for the front door locking system, and \$1,500 for Clerk of the Works. With that, the budget has \$2,600 remaining in the construction contingency.

*Handicap Bathroom:* The unlocking/locking process requires several steps which are not intuitive or obvious. There was even some question as to why this particular system had been installed. Pete Jackson suggested replacing it with a conventional deadbolt lock, if there is sufficient clearance between the sink and door to enable a person in a wheelchair to access the lock.

*Front Door Locking System:* Pete reported on the meeting with Perron and Jasonics. Both parties understand that they are working directly with the Town, and not through Rinaldi. Perron will be submitting an estimate, but is seeking direction on which category to use for determining prevailing wage. Perron and Jasonics will coordinate schedules for installation of the additional hardware and locking system. Mark Mikitarian asked if the locks for the back and front door were going to be changed once the site was turned back to the Town.

*Punch List:* Austin Ludwig needs feedback from the Committee about the items that have been completed on his current punch list. Chris Cutler had offered to review the punch list at the last meeting. Lucy asked if it could be done before our next meeting so that we could send Austin our feedback. He will then create a final punch list for Rinaldi. Pete offered to help Chris review the punch list.

The meeting adjourned at 2:45 PM.

Next meeting: Tuesday, September 17<sup>th</sup>, at 9 AM.