

Old Library Accessibility Committee
Meeting Minutes
November 1, 2017 – Upper Town Hall

Members Present: Wendy Cote-Magan, Mark Mikitarian, Lucy Wallace, Ken Swanton
Guests Present: Pat White

The meeting was called to order at 1 PM by Mark Mikitarian.

Administrative

The minutes of the 10/3/17 meeting were approved as presented. The minutes of the 10/17/17 meeting were approved as amended.

MAAB Update

Mark had contacted the MAAB on October 31st to learn if the MAAB had approved our variance application at its meeting on October 30th. While he was not able to speak directly with Tom Hopkins, he did learn that they had put our application off to their next meeting on November 13th. Ken Swanton asked if Wendy Magan could contact Tom before the Special Town Meeting to learn anything more on why review of the application was postponed. While Wendy believed she would not learn any more than Mark had, she did agree to do so. She will let Tom know that a decision to fund this project will go before the Special Town Meeting on November 6th and that it would be helpful to have as much information on the application as possible.

Preparation for Special Town Meeting

Lucy Wallace explained that she would make the motion and that, as was customary, the Moderator would ask for an explanation. Lucy could either turn to Mark, as Chair, to explain the request or she could provide a brief overview of the request and then turn to Mark. It was agreed that Lucy will introduce the Committee, report that the BOS supports this project (noting that it is not based on the current tenant, but rather that it is the best solution for the building and any future use), and give a brief explanation of the financing. She will note the Committee is seeking grants, one of which we qualify for because of the current tenant; that expending more than \$105,840 on the building over a 3-year period triggers the need to make it fully accessible. Mark will speak to the work of the Committee and how it arrived at its recommendation to the Selectmen.

Mark and Wendy will speak to Austin Ludwig of Abacus after the meeting to discuss improvements to the rendering of the ramp and restored front door.

Lucy will ask Tim Bragan or Marie Sobalvarro what the cost of maintaining the building over the last several years has been.

MA Cultural Facilities Fund (MCFE)

Lucy reported that she has filed a Letter of Intent for a capital project grant from the MA Cultural Facilities Fund. Julie Meyers is working on the actual grant application, which will be due in mid-January. Notice of award of the grant will come next June. Lucy noted that the grant allows funds to be applied retroactively to incurred project expenses.

RFQ for Architect – Detail Design/Construction

Mark is working on the RFQ and will focus on bringing a draft to the Committee after the Special Town Meeting,

Historical Commission

Wendy and Mark will be meeting with two members of the Historical Commission, David Vannicola and Manny Lindo, to answer their questions concerning the ramp's design. Wendy had spoken with Joe Theriault who expressed great enthusiasm for the proposed front door. He also gave her some good feedback. She will ask him to speak at the Special Town Meeting. Ken offered to ask Ben Guthro, Chair of the Historical Commission, to speak in favor of the article.

Next Steps

Mark asked what the status of this Committee would be after the Special Town Meeting, assuming passage of the article. Lucy asked if the current members would be willing to continue to serve; all agreed. Ken suggested adding another member with building experience. Ken suggested Chris Cutler. However, given that a clerk of the works would be retained to oversee day to day work and Wendy's willingness to provide guidance, it was agreed that while having a fifth member would be beneficial, it was not necessary that it be someone with building experience.

A future meeting date was not set.

The meeting was adjourned at 2:25 PM.