

Old Library Accessibility Committee
Meeting Minutes February 5, 2019
Upper Town Hall – Small Meeting Room
13 Ayer Road, Harvard, MA

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

The meeting was called to order at 9 AM by Chair Lucy Wallace.

Administrative

The minutes for the January 29, 2019 meeting were approved as presented.

Update on Construction

1. Flat Roof Temporary Repair: Carl Sciple provided an update on this work, first summarizing that he had contacted six contractors and received two bids: Eagle for \$5,000 and S.I. Services for \$1,200. By law, the contract will go to the lowest bidder and Carl has been in touch with S.I. to get the necessary paperwork so that Marie Sobalvarro can issue a contract. The work will include painting the flat roof with a coating material (yet to be specified) that the contractor indicated would have a 7-10 year warranty. The contractor will also solder holes in the gutters. If there is more soldering required than S.I. Services expects then S.I. Services may come back to request additional payment for this work. Mark Mikitarian raised some concern that the bid had been made without a specific product in mind. Carl felt the contractor had sufficient experience with this approach and possible materials to use, and that the bid was reasonable. Pete Jackson noted that snow melt was flowing through holes in the gutters and behind the gutters along the brick facing. Pete also commented that this work needed to be done before the new windows are installed as otherwise the exterior framing would be subject to water damage (in addition to the continued leakage into the interior of the building). The Committee concurred with the recommendation that S.I. Services be contracted to do this work as soon as possible, weather permitting. Carl will let Rinaldi and S.I. Services know and suggest they coordinate directly on timing and access to the site.
2. Downspout and Drainage Issues: Carl met with Tim Kilhart regarding the clogged downspouts and underground drainage pipes. In order to flush the downspouts, the DPW would need approximately 100' of hose, which Tim does not have. Carl reported that yesterday he and Pete had inspected the leaders connecting downspouts to the underground drains. In one such leader near the northeast corner of the building they found standing water in the top of a drainage pipe, an indication that the drainage pipe was blocked. Pete had been researching plans from earlier improvements to the buildings and found that this pipe had probably been installed in the 1980s and seemed to drain to a storm water drain on the south side of Old Littleton Rd near the Harvard Inn. Work to clean out the drains had been proposed by Rinaldi in Change Order 1 for \$5,500. At the time, Rinaldi told Carl the labor and material cost would be \$1800/day and that the work might take as long as two days. Overhead would be added to the daily cost, bringing the total cost to \$5,500. The Committee discussed the pros and cons of having the DPW or another contractor clean out the drainage pipes but agreed it made the most sense to have Rinaldi do the work. Carl will contact Abacus and Rinaldi to let them know that the Committee agreed to proceed with Change Order 1, subject to Abacus' approval, provided the cost does not exceed \$5,500.

Ken Swanton raised his concern that this project, with a very tight budget, was being saddled with two repair problems arising from the town's failure to properly maintain its buildings. Lucy suggested

that we track these costs outside our budget and, in the event we are running short of project funds, we seek a reserve fund transfer to cover them. The Committee concurred with this suggestion.

3. Front Door Framing: Rinaldi is waiting for revised drawings from Austin Ludwig showing the framing for the left side of the front door. At the last construction meeting (1/28/19), Rinaldi had pointed out to the architects that the brick walls on either side of the entry door were not identical, meaning that the drawings Austin had provided for the framing needed to be revised to address difference on the left side of the entry doorway. Austin was not in the office yesterday when Carl called to get an update on the drawings; he will contact him after today's meeting. Lucy will also contact David to let him know we are concerned about this delay, as fabricating the front door cannot be done until the framing is finished. Carl noted that the schedule, approved by Abacus, is slipping due to this delay.
4. Carl reported the plumber has been in to remove the radiators.
5. Lucy suggested the OLAC have a walk-thru of the interior after one of the regular Monday construction meetings so we can see the project's progress. Carl will let Rinaldi and Abacus know and request we do the walk-thru on Monday, February 25th at 11 AM.

Meeting adjourned at 10 AM.

Next meeting: February 12, 2019 at 9 AM