

Old Library Accessibility Committee  
Meeting Minutes June 4, 2019  
Upper Town Hall – Volunteers Meeting Room  
13 Ayer Road, Harvard, MA

Members Present: Wendy Cote-Magan, Chris Cutler, Pete Jackson, Mark Mikitarian, Ken Swanton, Lucy Wallace

Clerk of the Works: Carl Sciple

The meeting was called to order by Chair Lucy Wallace.

Administrative

The minutes for the May 21, 2019 meeting were approved as presented.

It was agreed we should plan to meet on the following days and times, cancelling only if there is no business. Pete Jackson noted there will probably be invoices to approve after work has been completed.

June 10<sup>th</sup> Monday at 10 AM  
June 18<sup>th</sup> at 9 AM (Ken will dial in)  
June 25<sup>th</sup> at 9 AM (Ken will dial in)  
July 2<sup>nd</sup> at 9 AM  
July 9<sup>th</sup> at 9 AM  
July 16<sup>th</sup> at 9 AM  
July 23<sup>rd</sup> at 9 AM  
July 30<sup>th</sup> at 9 AM

Lucy will reserve meeting rooms for those meetings and post agenda as needed.

Update on Construction

The following issues and topics were discussed:

1. Temporary Certificate of Occupancy: The Building Inspector issued the TCO on June 3<sup>rd</sup>.
2. Pendant Light in South Porch: This light, which was over the reception desk, needs to be removed as it now obstructs passage into this area. Carl Sciple will look into best have to accomplish this.
3. Ramp: The framing has been installed. Pete reported that the uprights and cables would be installed closer to the end of the month. Mark Mikitarian asked if the color was too light. Wendy Cote-Magan responded that the uprights and cables would be very light and, therefore, the ramp should be as close to them in color as possible so as not to draw attention to it.
4. Granite Stairs: Carl reported they are to be installed the week of June 10<sup>th</sup>, perhaps that Monday.
5. Front Door: Carl reported the door is on site and is to be hung in the next day or so.
6. Path: Wendy expressed concern about the fill and grading up to the path, especially given the lack of detail on the construction drawings. It is critical to make sure this grading has smooth contours so as to maintain the grade of the path, which must meet ADA slope requirements. She added that landscaping around the path would also be critical, especially to stabilize the steeper slopes. Wendy would like to see this raised at the construction meeting on June 10<sup>th</sup>.

7. Landscaping: Pete reported that the Garden Club intends to plant around the new stairs as soon as possible and then relocate the two rhododendrons at his house to the south side of the building. It was suggested that Kathy Jackson and/or Mamie Wytrwal attend Monday's construction meeting to discuss appropriate fill. Pete asked Lucy about the request for an outside faucet so the plants and grass can be watered. He has spoken with Rick West who estimated the cost of installing two outlets at \$1,500. The Committee agreed one should be sufficient and cost around \$800. Pete will confirm cost with Rick and Lucy will check with Tim Bragan on availability of funds in FY19 Building account or use of FY20 funds as soon as possible after July 1<sup>st</sup>.
8. Repair in Fireplace Room: Mark noted that there is a hole in the wall where an outlet used to be and asked who would be responsible for its repair. Carl reported that because it was a result of project work, the contractor would be responsible for patching the wall.
9. Exterior Recessed Entry: Pete, Chris Cutler and Mark have been collecting and cleaning tiles removed from the new entry area. They estimate that there are approximately 88 red tiles, 88 yellow tiles, and 175 small black tiles which are suitable for repurposing in this area. Austin Ludwig has estimated \$3,500 to tile this area; Ken Swanton wanted clarification of the basis of this estimate, wondering if it will cost more to lay the old tiles instead of new granite tiles. Carl called Austin during the meeting who confirmed that this work should not exceed \$3,500. The question of design was also raised. Wendy will work with Austin on possible designs for the Committee to select at its next meeting so as not to hold up Rinaldi.
10. Fire Box: Marie Sobalvarro is determining who should be doing which portion of the electrical work and alarm tie-in to the Town's system: MEF (electrician on project) or the Town's electrical contractor.
11. Curbing: Wendy asked if we could save some project costs by relocating the existing curbing which is closer to the rear of the building up towards the street and simply regrade the rear slope to meet the neighbor's driveway, thereby removing the need to purchase 12' of new curbing. She estimated we might save \$1,500 this way.
12. Change Orders: Ken wondered about the costs for the toilet flange replacement and need for door weatherstripping and asked that Austin be asked to justify them at next Monday's construction meeting.
13. Post Office Door: Wendy reported the door was made of mahogany, matching the new front door. Therefore, it does not need to be painted.
14. Interior Brick Wall, Old Entry: Wendy reminded Committee members that when the interior brick wall (part of the old entry vestibule) was scheduled for removal early in the project, it was discovered that the wall was not two, but four bricks deep. This was going to require a change order (at an estimated cost of \$14,500) with the mason subcontractor and delay in work. Rinaldi, in effort to keep the project on schedule, offered (and was authorized) to have his crew remove it. He is now seeking a \$3,500 reimbursement. Wendy felt the Town should not argue with Rinaldi over this amount; she will try to meet with Marie to explain her rationale. Lucy offered to go with her.

Meeting was adjourned at 10:30.

Next meeting: June 10, 2019 at 10 AM in Volunteers Meeting Room