

Old Library Accessibility Committee  
Meeting Minutes June 10, 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

Guest: Joan Eliysil, *Harvard Press*

The meeting was called to order by Chair Lucy Wallace at 10 AM.

### Administrative

The minutes for the June 4, 2019 meeting were approved as amended.

Rinaldi payment request #6 in the amount of \$135,682.56 was approved for payment. Ken Swanton noted that it included credits for deletion of the side stairs (to Old Littleton Road) in the amount of \$12,500 and no sign identifying Rinaldi as the general contractor (\$850).

Ken distributed copies of his updated budget tracking spreadsheet. Pete Jackson noted that the toilet flange replacement, currently held as a change order estimated at \$1,200, has been submitted by Rinaldi as change order #52-15 in the amount of \$500.

### Update on Construction

The following issues and topics were discussed:

1. **Entry Way:** Wendy Cote-Magan shared two possible entry designs incorporating the remaining original tiles. The first was based on option #1 of 3 previous designs; the second is a new proposal. Options #2 and 3 of the previous designs were rejected, so the Committee focused on Wendy's options (#1 and #4). Pete and Carl Sciple believe there are about 200 usable colored tiles. Option #1 would need 152 tiles; option #4 would need 176 tiles. Both Pete and Carl cautioned we should have approximately 25 tiles in reserve in case of breakage when tiles are being cut or laid. After considerable discussion it was agreed to use Option #1, which Wendy may further refine to see if the tile border can be made 3 rows wide instead of 2. When she has settled on the design, she will send it to Austin Ludwig, copying the Committee on the final design. Carl was able to reach Austin by phone to inquire on samples for the gray tiles to be used along with the restored original tiles. Austin will send samples to Wendy as soon as he receives them.
2. **Pathway:** It has been discovered that where the pathway meets the existing brick sidewalk, the sidewalk is not even. The simplest way to address this problem would be to move the entry to the path slightly towards the tree. Pete offered to contact the tree warden to make sure he agreed that moving it would not damage the tree's roots.
3. **Site Grading:** Marie Sobalvarro attended a morning site visit with Rinaldi and the other Committee members (except for Lucy) to discuss the grading. Of particular concern is moving the curbing and managing the slope towards the rear of the building where it reaches the neighbor's driveway. Marie marked the toe of the slope, which extends slightly into the driveway which has encroached on the Library's parcel. She will do some additional checking to make sure an easement was not granted to the neighbor to allow the driveway extend over the town land. Rinaldi also reported he will need additional fill (one 10-wheeler load) to accommodate all the grading.

*[Chris Cutler left at this point.]*

4. Granite Steps: Carl reported the steps are being installed today.
5. Gas Valve: Pete reported that the fill will cover the existing gas shut off valve near the front of the parcel and, therefore, the valve will need to be raised. Given the delay in getting National Grid to take care of this, Rinaldi will mark the location of the valve when it is covered by fill so it can be raised at a future date.
6. OLAC Walk-Thru: Rinaldi and Austin will do walk-thru after next week's construction meeting to develop a punch list of items to be addressed before completion of this project. Mark Mikitarian suggested OLAC should also be part of the walk-thru. Wendy said it would make more sense for the Committee to have its walk-thru after this initial one, as Rinaldi will be addressing outstanding issues in fairly short order afterwards. Carl will see if OLAC can do its walk-thru after its meeting on June 25<sup>th</sup>.

Ken Swanton submitted his resignation to Lucy at the conclusion of the meeting. He will be moving to Newburyport later this month.

Meeting was adjourned at 11:10.

Next meeting: June 18, 2019 at 9 AM in Volunteers Meeting Room