

Old Library Accessibility Committee
Meeting Minutes July 9, 2019
Upper Town Hall – Volunteers Meeting Room
13 Ayer Road, Harvard, MA

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

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

Administrative

The minutes for the July 2, 2019 meeting were approved as amended.

Lucy presented two invoices from Abacus: the first dated May 1, 2019 for the period through April 30, 2019 in the amount of \$3,465, and the second dated May 31, 2019 for the period through May 31, 2019 in the amount of \$4,594. Both invoices were approved for payment.

Update on Budget

Using the spreadsheet Ken Swanton had developed, Lucy had updated the budget to reflect paid and estimated expenses as of July 8, 2019. She noted the current overall budget shortfall of \$4,768; however there is \$8,042 remaining in the construction contingency which, if not used, would offset the budget shortfall. There was general agreement that the entry tiling will be more than the estimated \$3,500 which could significantly reduce the remaining construction contingency.

Mark Mikitarian asked if the town would be covering the cost of the flat roof repair (\$1,200) and installation of the upgraded master fire box (\$5,598) as these were outside the scope of the project. Lucy will check with Marie Sobalvarro.

Construction Update

The following issues and topics were discussed:

1. *Ramp and Landing:* Carl Sciple reported that the ramp had been adjusted to meet ADA grade requirements and the grating was being installed today. The adjustment to the ramp required raising the base about 2" which will require adjustment to the forms for the concrete path. The current schedule is to pour concrete tomorrow (7/10) or Thursday (7/11) for both the path and landing. The granite tile for the landing will be laid early next week.
2. *Entry Tiling:* There was a lengthy discussion on options for cost savings in installing the entry tile. Carl was able to reach Austin Ludwig by phone during the meeting to request Rinaldi's Change Proposal to install the tile. The total change order amount was \$7,248, \$5,500 of which was for labor and \$1,833 for materials. Pete Jackson noted the materials did not include the "waffle" silicon mesh used in the Library to mitigate a subflooring that is prone to movement which he had recommended at the last meeting that we use in this entry (which has similar problems). He did not think it would add significantly to the cost of materials. The option of retaining our own contractor to do this work, as opposed to using Rinaldi's subcontractor, was considered. It was agreed that Chris Cutler and Pete will reach out to the two contractors they know to see if they could give us a rough estimate for doing this work by our next meeting. Carl stressed we need to decide by next week so that we can let Rinaldi know if he should line up his subcontractor. While Rinaldi will be on vacation next week,

Carl felt he would be able to contact him to let him know how we would like to proceed. It is critically important to get the tiling matter resolved.

3. *Site Grading:* Carl reported that site work is expected to be done next week (once the concrete path has been completed) and suggested it would be good if Wendy could be present as she was particularly concerned about the steep slope being properly graded. Pete reported that Mark Saydah of Whole Earth Landscaping is ready to spread the mulch as soon as the site has been regraded and the required 4" of loam laid down. Pete added that the grass seed will be spread in the fall. He reminded Lucy about the need for an outside faucet in order for the Garden Club to be able to plant and water the new plantings.
4. *Leakage Issues:* Mark reported that 10-Plus Painting had been in to repair the interior wall of the gallery which had peeled due to the leaking roof. Unfortunately, the wall is still wet, although it is not clear if it is from recent rains or residual moisture from past leaking. Pete reported that the caulking he had done of the granite lip at the base of the west window on the south porch had apparently stopped water from leaking into the electrical room under the porch. He added that the basement windows under the porch need to be caulked and painted.

Meeting was adjourned at 10:15.

Next meeting: July 16, 2019 at 9 AM in Volunteers Meeting Room