

Old Library Accessibility Committee
Meeting Minutes July 23, 2019
Upper Town Hall – Main Meeting Room
13 Ayer Road, Harvard, MA

Members Present: Wendy Cote Magan, 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 16, 2019 meeting were approved as amended.

Update on Entry Tiling

Lucy reviewed the three tilers to be contacted for bids as required by Town's current procurement policy, noting that they did not have to submit a bid to do the work in order to satisfy the policy. She added that Carl and Chris could give a date by which to respond, suggesting within 24 hours. Marie Sobalvarro had advised Lucy that the contractor did not have to purchase the black tile, but that instead Town could purchase it directly. Chris Cutler offered to purchase it from the Daltile distributor on Worcester, using his contractor's discount, and then seek reimbursement. Hopefully the tile is in stock, but if not, he did not think it would take long to get. Carl Sciple will contact Forever Tile in Concord and Chris will contact his tiler. Pete Jackson reported he had reviewed the scope of work with Tom Aukstoikalis, as required, and that Tom could start prep work as early as next week. Wendy Cote-Magan will add dimensions to her drawing and calculate the number of black tiles that will be required so that Chris can order the tile.

Lucy asked Carl to advise Rinaldi that we will be contracting with a local tiler to do the entry work and that he will need to give the tiler permission to be on site. Mark Mikitarian added that the tiler will need to add both the Town and Rinaldi to his insurance policy and provide a copy of the rider to them.

Lucy asked if the threshold and work on the front door (lock, hardware, etc.) will be completed before the tile work is done. Carl reported that work may be completed by the end of the week or early next week.

Miscellaneous

Carl reported that he expects Rinaldi to be back on site either tomorrow or Thursday. Carl will not be available on Thursday and away all of the week of July 29th. Pete noted he will be away Thursday and Friday (25th and 26th). Chris offered to be available to check on the site Thursday morning. Carl will provide Rinaldi with Chris' cell phone number and let him know his and Pete's schedules.

Mark shared photographs he had taken of the exterior showing work to be included on the final punch list. This includes cleaning mortar or concrete splashed on various surfaces, sloppy mortar work, a piece of rebar projecting above the ground adjacent to the concrete pathway, discoloration of the paint on the side of the ramp, a large gap beneath the ramp between the steel plate holding the ramp and granite blocks of the landing, and the need to attach the top of the benches to their bases. He will send his photographs to Austin. Wendy added that the mason had done a less than satisfactory or acceptable job on patching the brownstone on the south side. She has notified Austin who is working with the mason to correct this. She argued that work needs to be redone, either using larger pieces of the salvaged brownstone or by ordering new stone.

Mark asked if there was a date for the final inspection. It seems one has not been set or requested by Rinaldi. Mark asked when the final cleaning would be done, noting the windows need to be washed. Carl will confirm with Rinaldi when he will be doing the final cleaning. Mark asked it be done as soon as possible so that once the building is turned over to the Town Five Sparks can move furniture out of the gallery and begin the necessary work it needs to do to ready for reopening.

There was some confusion over the status of granite curbing along the abutter's driveway. While the purchase of new granite curbing had be dropped, it was believed that existing curbing closer to the back of the building was to be relocated closer to Old Littleton Road where the slope is steeper. Carl thought that work had also been dropped as being too expensive.

The dates of final inspection and cleaning, as well as the status of relocating existing curbing should be raised at the next construction meeting which will be on Monday, July 29th at 10 AM. Pete and Lucy will attend; Chris will try to.

Meeting was adjourned at 10.

Next meeting: July 30, 2019 at 9 AM in the Volunteers Meeting Room