

Old Library Accessibility Committee
Meeting Minutes September 3, 2019
Upper Town Hall – Volunteers Meeting Room
13 Ayer Road, Harvard, MA

Members Present: Wendy Cote-Magan, Chris Cutler, Pete Jackson, Mark Mikitarian, Lucy Wallace
Guest Present: Joan Eliyesil, *The Harvard Press*

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

Administrative

The minutes for the August 27, 2019 meeting were approved as presented.

An Abacus invoice, dated 8/26/19 for Fenagh testing and in the amount of \$2,167.45, was approved for payment.

Update on Construction

Entry Tiling: Pete Jackson reported that Tom Aukstikalnis expects to finish by the end of this week.

Locking System: Pete and Mark Mikitarian will attend Thursday morning's meeting between Jasonics and Perron. Pete will contact Perron to confirm he has received the information from Della Jennings regarding the hardware needed to accommodate a card swipe system. He will ask that Perron come to the meeting with a list of hardware that they believe will be needed in addition to what Della specified, if any, as well as an estimate for the cost of the hardware. He also will remind Perron that they are working directly with the Town on this adjustment and not with Rinaldi. Lucy offered to contact Austin to learn why a change order had not been issued last March/April when the card swipe system had first been discussed.

Handicap Bathroom: The lock for the handicap bathroom needs to be repaired or replaced by Perron, as it is not functioning correctly.

Punch List: Chris Cutler has reviewed the items completed to date on Austin Ludwig's punch list dated 8/19/19. He reported that the ramp has been painted and some other minor work done, but that most of the items have not been addressed. He noted, however, that the Certificate of Occupancy (CO) could be issued ahead of most of these items being addressed. The two major items for the CO are the front entry and repair of the lock for the handicap bathroom.

Final Inspection: After the tiling is completed, Pete believes Rinaldi will need 2-3 days to lay the threshold, remove the doors to remove a portion of the base and add the bottom weatherstripping, and feather the interior floor up to the threshold so the entire entry is ADA compliant and secure. Once this is done and the lock on the handicap bathroom repaired, Rinaldi should ask for the final inspection. Lucy suggested Carl contact Rinaldi to push for completion of this work ASAP and schedule an inspection for Wednesday, September 11th. While the work on the front door is tied to completion of the tiling, the bathroom, cleaning of the interior of the building, and addressing items on the punch list can all be done in the meantime. Carl, as clerk of the works, should be the one to drive this with Rinaldi.

Building Opening: Mark announced that the Harvard Cultural Council is scheduled to hold an event in the building the evening of September 12th. Chris felt that the event and using the front entry would be allowed under the Temporary Certificate of Occupancy (TCO). Mark noted the Town would allow the

tenant in the building with the TCO only to move furniture and prepare for reopening. He will ask Marie if the Town will also allow the event under the TCO.

The meeting ended at 10, but on a motion made and approved, continued to September 5th. Chris will call in, as he will be on the road that day. Lucy will notify the Town Clerk of the continuance and reserve a room.