

Old Library Accessibility Committee  
Meeting Minutes September 5, 2019  
Upper Town Hall – Volunteers Meeting Room  
13 Ayer Road, Harvard, MA

Members Present: Wendy Cote-Magan, Pete Jackson, Mark Mikitarian, Lucy Wallace

The meeting, a continuation of the meeting of September 3, 2019, was called to order by Lucy Wallace at 10:30 AM.

Administrative

The minutes for the September 3, 2019 meeting were approved as amended.

Update on Construction

*Entry Tiling:* Pete Jackson reported that Tom Aukstikalnis has finished his laying the tile and now only needs to finish some grouting and give the tiles a final cleaning. He may be done by the end of today, certainly by tomorrow.

*Handicap Bathroom:* Rinaldi was at the site this morning and met with John of Perron to discuss repair of the lock.

*Locking System:* Lucy reported on her conversation with Austin Ludwig regarding the history of the locking system as noted in Carl Sciple's log. Austin confirmed that last March Rinaldi had submitted an RFI for clarification on the door hardware and was advised to install the basic, electric strike locking system. Austin added that Rinaldi had failed to submit shop drawings showing the hardware to be purchased for both the front and bathroom doors, as required, given that hardware sizing frequently changes and the architects need drawings showing what had been ordered and would be installed. Austin added some hardware was incorrectly ordered and had to be returned, probably because Rinaldi had not read the specs.

Pete reported on this morning's on-site meeting with John of Perron, John and David from Jasonics, and Mark Mikitarian. According to Perron, we need to order for the left door (the door activated to open by the push pad) a motor to install in the crash bar and have the hinge closest to the crash bar electrified to enable the card swipe to unlock both the crash bar and door from the outside. That hinge will need to be removed and sent to a firm in California to be electrified, which is expected to take about two weeks. There was some discussion on how best to enable the door to be usable during this time. Fortunately, the wiring is in place so that once the necessary hardware has been received, Perron will be able to install it and Jasonics activate it. Lucy asked if they had been given an estimate for the parts and labor. Electrification of the hinge will be about \$160 and the motor for the crash bar was estimated to cost \$650. Allowing for a couple of hours labor to install and activate, the Committee decided to carry \$1,200 for this work.

Pete will send a request to Perron and Jasonics for a quote to do this work after confirming with Marie Sobalvarro what documents would be needed to be included (such as prevailing wage information). Lucy thought it would be similar to what was required when we sought bids for tiling.

*Punch List:* Rinaldi has begun cleaning the windows and will have the interior cleaned by the end of the week so the tenant can go into the building on Saturday to move furniture back into the front rooms. There was no additional update on the status of other items on the punch list.

*Final Inspection:* Before a final inspection can be requested there are several affidavits that need to be signed by the Town and Abacus, one of which pertains to retainage for the landing. Lucy asked if we wanted to recommend that the Town seek retainage to cover complete replacement of the landing or 10 years' maintenance costs. The Committee felt the latter was more appropriate and defensible, but recommended a very conservative estimate of those costs be used. Marie has asked Tim Kihart to provide a figure; the Committee agreed that all maintenance-related work (such as grout) should be done annually.

The two items to be completed before requesting the final inspection are the bathroom lock and ADA-compliant front entry. The latter item includes installing the threshold and feathering the inside floor to gradually bring it up to the threshold. Installing the weather stripping on the bottom of the door can be done later, as can the upgrades to the door hardware to enable use of the card swipe system. In the meantime, the door will be locked/unlocked and push pad system enabled manually.

The meeting adjourned at 11:40. Lucy will post a meeting for next Tuesday, in the event we need it.