

LFNAC Meeting Thursday, June 25, 2009 3:00 pm

Present: Dale Houle; Lori Tuominen; Mary Anne Antonellis; Mark Sullivan  
Members met to discuss the RFP (the title of which was changed from RFP-proposal to RFQ-qualifications) for the architect/designer for the new library project.  
Input was solicited from Donna McNichol, town counsel. Her notes (copy attached) were given to Mark who will incorporate them into the final document. In response to her comments we made the following changes;

1. We decided to require that the designer be present at Town Meeting, May 1, 2010 as well as one other public meeting.
2. We changed the title of the document to RFQ.
3. We added suggested language about sexual orientation and ancestry.
4. We added language about proper insurance.

Questions sent through email from Leslie Bracebridge, Martha, Karen and Mary Anne were addressed.

**Copies of all emails are attached except Leslie Bracebridge, who pointed out that Spear does not have an S at the end.**

In response to Karen's email we made the following changes;

1. We changed the cost estimate to \$1,500, 0000 – 2,000,000
- 2, We clarified that the LFNAC is a subcommittee that advises the Trustees

In response to Martha's email we did the following;

1. We removed the language about writing a building program.
2. We discussed possible fiscal constraints of sustainable/green construction and possible wording about encouraging green energy but not having to give other things up to pay for them. Dale suggested that we would like to know about all the technologies that are available even if we will not be able to employ them. Mark said including the language about sustainable building/ green energy sources and the like is important and when we are actually working with a designer we can talk about priorities.
3. We did clarify that we want a designer with experience working with sustainable energy techniques.

In response to Mary Anne's email questions (attached) we discussed the following;

1. Mark explained that some firms will have their own cost estimator and that D.A. Sullivan will also be doing a cost estimate of the proposed design.
2. We clarified that the designer will be hired by and responsible to the Trustees of the M.N. Spear Memorial Library and the Board of Selectmen and will report to the LFNAC.
3. We are only hiring for this phase, the language about reserving the right to continue gives us the right to continue with a designer.

Other business...

Mary Anne has contacted the Board of Health about perk tests. The Board of Health is searching for documentation about perc tests on both lots.

Mary Anne will attend a conservation commission meeting Thursday, June 25<sup>th</sup> to discuss wetlands issues on both sites.

If the conservation commission recommends wetlands delineation Mary Anne will investigate hiring someone to complete the delineation.

Next LFNAC meeting July 22, 2009 7pm.

oRespectfully submitted

Mary Anne Antonellis

