

Library Building Committee Present: Mary Anne Antonellis, Stephen Dallmus, Brad Foster, Dale Houle, Penny Jaques, Molly Moss, Elaine Puleo, Jeff Quackenbush
Andrea Bunker (MBLC), Roger Hoyt & Neil Joyce (CMS-OPM), Dominik Wit & Matt Kisane (F&O)
Public: Jill Marland, April Stein

Meeting opened at 7:00 p.m.

Public Comment: None

Review of November 14 Library Building Committee Minutes

Tabled to the next meeting.

Update on site plan for leach field

Antonellis: Additional perc tests were done on November 16 because the good perc in the front was not in the best location for the site design. None of the additional percs were good. Wit presented the revised site plan, with the leach field located near Leverett Road. There must be 50' between storm water basin and leach field. There is nothing to show yet from Stimson.

Joyce: Will the stormwater basins be bioretention basins? Wit: They will be planted with water-tolerant grass. He is envisioning a meadow.

Jaques: When will site plan be finish and when will NOI be ready to submit?

Wit: Limit of work should be set by next week for tree - surveyor must stake out LOW.

NOI must to be submitted by end of year.

Doroski needs to redo some of work with shift in site plan. How quickly can she do this?

Kisane will talk to her tomorrow. Puleo: the next Conservation Commission meeting is Dec 14 - our goal is to submit NOI by that date.

Update on well design and engineering - review and approve contract

Antonellis: Fuss and O'Neil's proposal includes two parts : 1) design, permitting and engineering of well and 2) pump testing. She proposes we approve tasks 1, 3 & 4 in the contract: project well design and management, what is not included in Task 1 is coordination with DEP to discuss well install.

Kisane confirmed that F&O is amenable to getting driller to do things that will save money. He noted that DEP requires testing and specifications for a public well and they must be assured that water is safe to drink before it can be put on line.

Jaques: Is the location of the well and the access route to the site outside the buffer zone?

Kisane: Yes, the proposed location keeps the well out of wetland buffer, while also keeping the 100-foot circle within the Lot O-32 parcel.

Quackenbush: Who does what? Kisane: Usually we would design everything up to the point of bring water into building. Engineering of well drilling itself is not technical. The submittal to DEP is more complicated as lots of data needs to be collected, monitored and recorded for a public well.

Puleo: Suggested that it would be simpler to accept F&O's full package rather than trying to save money by piecing together services from several contractors.

Foster: Had same question as Puleo and stated that it would be good to have everything all under a single contract.

Quackenbush moves to accept the full well design and engineering contract at a total cost of \$69,600. Foster seconded.

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Houle-aye, Jaques-aye, Moss-aye, Puleo-aye, Quackenbush-aye

Wit presented an improved schedule. OEA has adjusted dates to have construction documents before May. To accomplish this, they are already working on Construction Documents (CD) rather than waiting for pricing and approval before proceeding into CD. They accept the risk of doing so without approval of DD. The goal is to be ready for a bid award in April.

Bunker-Bono noted that she needs one or two-day turn around for her review.

Updated Timeline

- Construction documents: OEA holds on to 4.5-month schedule to prepare construction documents but has started now on CD, which would be **mid-April/May**.
- Site drawings: Stimson and F&O will be ready at end of this week from. These will go to price estimator on **Monday, 12/11**.
- Limit of work: available by **Friday, 12/8**
- Antonellis will arrange for the LOW to be surveyed and staked.
- Trees will be counted for calculations in the NOI.
- Goal for submitting NOI: **Thursday, 12/14**
- Goal is to have pricing: week before Christmas.

Quackenbush prefers to do page turn when pricing is done, Puleo proposed 12/19 as date.

Houle agrees that pricing is paramount, but wants to have opportunity to review some building design details before everything is set. Wit: Understands Houle's concern. This is the risk OEA is taking by moving into CD signing off on DD.

Review new design drawings

None at this point

Review Commissioning proposals and select an agent

Joyce is made co-host and shared screen. He has solicited bids for a Commissioning Agent. Three firms submitted prices: Colliers, BVH and Sekas. CMS has worked with all 3 firms with good results.

Puleo: Noted that the prices ranged from \$82K to \$32K. Why such a big range?

Joyce: The big difference is in the envelope estimates. Collier is a large firm, this is a small project and is not a good fit for this project.

Quackenbush: wasn't impressed with Sekas' proposal.

Andrea: wants to make sure requirements are met so that incentives can be achieved.

Foster: The unanswered question is whether we need envelope services.

Quackenbush: Sekas did not mention solar installation in their proposal.

Houle: Has this cost been budgeted for?

Joyce: Yes, \$60K was budgeted for Commissioning Services. The two proposals being considered are both below this amount.

Foster moved to accept BVH at \$44,800, Dallmus seconded.

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Houle-aye, Jaques-aye, Moss-aye, Puleo-aye, Quackenbush-aye

Joyce will prepare the contract and will have the Commissioning Services on board by January.

Review next steps in the process

Puleo: Pushing for NOI submission is next big step

Antonellis is in touch with surveyor.

Outstanding info for estimator is being worked on.

Antonellis had an unscheduled visit from National Grid – they are waiting for site plan.

Joyce: MOU has been signed for incentive with National Grid Mass SAVE program. Path 3 is only one available for our project.

Lot O-32 update

None beyond what was discussed regarding septic and revised site plan.

Committee liaison updates

November was a good month for the Friends of the Library, with a total of \$68K raised: \$52K for Giving Day, \$15K for Turkey Trot, \$1K for Holiday Shop Dinner.

Other unanticipated business

Wit informed the committee that an Add Service proposal has been submitted by F&O for additional testing for septic system. Included are the additional percs and redesign based on the shift in the septic and building locations. The cost \$9,000

Houle: Does this include additional perc test, revision to plans?

Quackenbush: Would like to see invoice before approving

Joyce: Reminded Wit that OEA should make the committee aware of additional costs before costs are incurred. In addition to the \$9K expense, a month has been lost in the schedule. This is a bitter pill to swallow after the fact.

Next meeting December 19

Foster made a motion to adjourn. Dallmus seconded.

Roll call vote: Antonellis-aye, Dallmus-aye, Foster-aye, Houle-aye, Jaques-aye, Moss-aye, Puleo-aye, Quackenbush-aye

Meeting adjourned at 8:36 p.m.