

**MEREDITH PUBLIC LIBRARY**  
*PO BOX 808 Meredith, New Hampshire 03253*

---

*Telephone (603) 279-4303 Fax (603) 279-5352*

**Building Subcommittee Meeting Notes,  
Meeting #10 – 10/8/2019. Called to order at 9:00AM.**

**Attendees:** Betty Strader, Erin Apostolos, Ed Touhey, Paul Eldridge, Jonathan James, Ron Lamarre, Michael Bruss

**2.6 Time Line for the Project**

Tuesday, 7/30/2019 Walkthrough with CM

Wednesday, 8/7/2019 CM Proposals Due

Monday, 8/12/2019, 5-8PM Trustees, Subcommittee, Town Manager interview CMs

Tuesday, 8/13/2019, 6PM Trustees vote on CM selection

Wednesday, 8/14/2019, CM on Board

Friday, 8/30/2019, DD pricing set out to CM

Wednesday, 9/11/2019, Update CIP with: video walkthrough, renderings, updated floor plans, layout and concept for parking. (4:00 pm -Town Hall Annex)

Wednesday, 9/25/2019, DD Pricing due from Milestone

**Tuesday, 11/5/2019, Project Budget due to CIP**

**Wednesday, 11/12/2019, 4:00 pm at the Town Office Annex. Project presentation to CIP, Ron to present design, MEC to present Budget.**

Tuesday, 11/26/2019, CIP to present to Planning Board, Ed Touhey will present, Trustee representation is welcome.

Dec 2019, Jan 2020, Public Hearings

Jan 2020, Warrant due

Tuesday, 1/28/2020, (4<sup>th</sup> Tuesday) Planning Board presentation, Submittal due 1/14/2020

Saturday, 2/29/2020, Soup and Bread or Pizza Social with final design information. Public outreach at Meredith Community Center.

March 11, 2020 Town Meeting

## 5.2 CM on Board

LOI is in place with Milestone. Contract has been submitted for review by Town Counsel.

Update 9/4/19; Town Counsel has reviewed contract. Comments have been forwarded to Frank for comment and action. Erin will forward Primex review when in receipt. Frank has good idea of what these might be. There are no sticking points anticipated.

**Update 9/25/2019; Received Primex review. The review with comments from Naomi have been forwarded to Milestone for their review and action. Frank is completing his review and receiving quotes on insurance riders requested by Primex review. MPL may wish to waive some of these requirements.**

5.4 Finishes discussions will begin at our next meeting. Ron will generate a list of what's to be under consideration.

**(action required; Ron to confirm timing on finishes selection meeting!!!)**

8.1 Presentation of Site options; Ron presented options for review and discussion by the Committee. As follows:

Option 1, Layout conforms to current schematic plan. Due to grade issues and proximity to the granite retaining wall, option 1 at least cost gets us 24 parking spaces. This option retains the exterior public space at the new main entry. Ron will modify this plan to show a drive-in drop off space to the right of the proposed ADA parking spaces. This plan has least impact to Church property, there is room to tie in grades without retaining walls.

Option 2, layout incorporates a drop-off loop which comes into the space next to the church property. This will require the need for a retaining wall at the church property line as the drop-off loop will run right next to this line. The radius of the loop will not allow for fire safety vehicles. It will also not allow room for a car to drive by if there is a vehicle stopped in the loop. This scheme will only allow for 24 parking spaces. Milestone is pricing the additional costs associated with this scheme including additional retaining walls, paving, etc. This scheme will reduce or eliminate the opportunity for outdoor public space at the new main entry.

There was discussion about strategy to have a warrant article dealing with cost to add a drop off. Ed and Jonathan were opposed to this idea. Building committee will make a recommendation, based on all findings, to the Trustees for their vote at their next meeting October 8<sup>th</sup>. After this meeting some sub group will meet with interested parties to resolve an outstanding issues and concerns.

Option 3, Ron will develop another option which will add 4 more parking spaces, netting 28 spaces. It will require a higher retaining wall at grade changes contiguous with the granite retaining wall.

\* In either option, Ron will add a book drop off accessible to vehicles at the island.

Ron indicated that the current design thinking is to stay well clear of the property line and granite wall contiguous with the School district property. There will be considerable cost associated with

reworking, replacing that wall. Total grade change between the grade of the parking lot and the grade up at the school is approximately 15'. Jonathan and Ed suggested that we reach out to Phil Warren for his review and input. (MB has done so and looking to set a meeting up late next week.)

**Update 10/8/2019; Building Committee votes to recommend option 3 to Trustees.**

8.2 Easement with Church

Erin has made a copy of the current easement with the Church available for review. Their will likely need to be a new easement put into place, minimally to account for construction of the new building and parking lot. Depending on final design considerations there may need to be additional concessions for permanent structures which are on or near the property line. MB suggests that we get this process started. Will ask Phil Warren if he has suggestions on how and when to proceed with the legal work and negotiations with the Church.

**Update 9/26/2019; MB reviewed possibility of Easement with Phil Warren. He suggested that after March vote, Erin will send letter to Select Board requesting update to Easement, as necessary.**

**New Business**

9.1 Construction Budget update

Brian, from MEC, presented a detailed construction budget totaling \$4,896,737. MEC has received subcontractor or vendor pricing in almost every category. This budget is approximately \$1.2 million over what was carried previous.

There has been scope creep in the following areas; additional square footage, added shell space at 2<sup>nd</sup> floor above program room, mechanical, etc.

The site development costs are \$180k over what was previously carried. There is a \$100k blasting allowance carried in the number. Additionally, MEC is carrying a \$430k contingency in the current number.

Team requested that LBPA back out the 2<sup>nd</sup> floor structural work over program room. MEC and LBPA will also be looking at cost difference between wood vs steel for addition structure. Along with BPM they will be reviewing whole budget.

After reviewing construction budget, Ron took us through the Total project budget. There are areas within that budget that need further review and possible reductions, including, but not limited to: acoustical and IT consultants, Storm water/DES permits, Town utility fees (MB confirmed with Phil that there will be none), FFE, Moving.

**Update 10/8/2019; Ron and MB presented some breakout budget numbers from MEC. Still a work in progress.**

**Break outs requested by Ron were:**

<b>Added amount for clearing parking lot</b>	<b>\$0</b>	
<b>Added amount for parking lot construction</b>	<b>\$0</b>	
<b>Added amount for 2nd floor above program area</b>	<b>\$0</b>	
<b>Added amount for re-roofing 1988 Addition</b>	<b>\$0</b>	
<b>Added amount for refinishing the wood floor</b>	<b>\$0</b>	
<b>Added amount for 2<sup>nd</sup> floor expansion space</b>	<b>\$0</b>	
<b>Added amount for 2nd floor exterior deck</b>	<b>\$0</b>	
<b>Added amount for refinishing exterior windows</b>	<b>\$0</b>	
<b>Incremental amount for Existing HVAC replacement</b>	<b>\$0</b>	
<b>Incremental amount for Existing light fixture replacement</b>		<b>\$0</b>
<b>Added amount for landscaping</b>	<b>\$0</b>	

**After review we looked at the total project budget with proposed revisions by Ron. Erin presented a budget number to CIP for \$4.413 million. This did not include the \$400k that has already been approved and appropriated for design development costs at the March 2019 Town meeting. We need to reconcile budget to make sure all items are accounted for.**

**Ron asked Erin to come up with potential budget costs if the project does not go forward. (Facilities and Furnishings Building Maintenance Plan)**

**Ron presented renderings of the Addition with 1 and 1 ½ story structure at large program room. Bldg. Committee needs costs to be able to make decision.**

**Ron will present to Trustee meeting this evening, 10/8/2019.**

Meeting adjourned at 10:40AM.

Respectfully submitted,

Michael Bruss, September 27, 2019.