

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

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

**Building Subcommittee Meeting Notes,**

**Meeting #11 – 10/16/2019. Called to order at 8:35AM.**

**Attendees:** Betty Strader, Erin Apostolos, Ed Touhey, Paul Eldridge, Jonathan James, Brian Gehris, Ron Lamarre via phone for part of the meeting, 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

**Wednesday, 10/23/2019, Parking lot meeting at Community Center.**

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

**Tuesday, 11/12/2019, 4:00 pm at the Town Office Annex. Project presentation to CIP, Ron to present design and project 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.

**Update 10/17/2019; Per Ed's request, Committee revisited the parking lot options. It was pointed out that we have not followed up on communicating with Town folk about the basis of the recommendation. Committee is still in support of option 3 drop-off solution. To restate, Key points that influenced the decision are:**

- 1. We would lose 3-4 parking spaces**
- 2. There would need to be an additional retaining wall a property line with Church which causes complications and would require an easement with the Church.**
- 3. Loop width and radius would not be able to accommodate safety vehicles, Small buses such as from Meredith Bay Colony Club, extended cab pick-ups, etc.**
- 4. Loop width would only allow for one vehicle to pass through at a time, meaning if there was a vehicle there, other vehicles would need to wait.**
- 5. All foot traffic from the parking area would need to pass across the loop roadway, causing potential safety concerns.**
- 6. It was noted that when the decision was made to expand the library at the existing location, there would need to be compromises.**

**Committee will set up a meeting to complete outreach and education on this issue. See time line above. Erin will post to website and calls will be made to concerned individuals.**

**It was decided to revisit the possibility of going to 9x18 spaces to gain more parking, with the understanding that this is a Town lot. Ron will ask Civil to do a layout for consideration. It would be good to have for the meeting on 10/23. Committee has requested that Ron be available for this meeting.**

## 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.**

## 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 10/16/2019; Brian presented breakout for 2<sup>nd</sup> floor expansion space. Still a work in progress.**

**Break outs requested by Ron were:**

<b>Value for Demolition of the House</b>	<b>\$ 58,075</b>	<b>*Not in MEC Estimate</b>
<b>Value for Clearing of the House Site</b>	<b>\$ 14,500</b>	
<b>Value of Parking Lot Construction</b>	<b>\$ 183,915</b>	
<b>Added cost to finish off 2<sup>nd</sup> Floor future space</b>	<b>\$ 94,545</b>	<b>*Not in MEC Estimate</b>
<b>Added cost to re-roof 1988 Building</b>	<b>\$ 11,050</b>	<b>*Not in MEC Estimate</b>
<b>Value to Refinish existing Wood Floors</b>	<b>\$ 5,625</b>	<b>Allowance based on SF</b>
<b>Value of 2<sup>nd</sup> Floor Design with steel / Slab – unfinished</b>	<b>\$ 108,940</b>	
<b>Value of 2<sup>nd</sup> floor Exterior Deck Scope</b>	<b>\$ 16,020</b>	<b>( Pavers , Rails &amp; Door )</b>
<b>Added cost to refinish existing Windows</b>	<b>\$ 14,000</b>	<b>*Not in MEC Estimate</b>
<b>Value of Existing HVAC Replacement</b>	<b>\$ 168,500</b>	
<b>Value of Existing Light Fixtures</b>	<b>\$ 25,000</b>	<b>Materials Allowance</b>
<b>Value of Landscaping</b>	<b>\$ 10,000</b>	

**Please note that these values do not include associated CM fee and contingency costs.**

## **10.1 Program wing**

**After receipt of the breakouts from Brian, a discussion ensued regarding the Program wing. Current drawings called for a 2-story space, with unfinished 2<sup>nd</sup> floor. The major concern revolved around going to Town with a project budget over what has previously been discussed. The Committee considered this very carefully and decided that the opportunity lost by not allowing for expansion into this 2<sup>nd</sup> floor space in the future has a very high value. Approximately \$110K now for something that in the future would easily cost 5 times that much. After much discussion with input from all members it was decided, unanimously to recommend that LBPA move forward with current plan to build out the space with an add alternate for finishing off the space in the construction bid documents.**

## **10.2 Project budget review**

**See attached total project budget developed by Ron, with input from MB and the Committee. This still has Construction costs as presented by MEC in the DD pricing. There is continuous work going on in design development to maximize value between LBPA and sub-consultants and MEC. The Building committee recognizes the need to recommend a budget to the Trustees ahead of release of budget to the CIP which is scheduled for 11/5/2019. Erin will request a meeting accordingly. (suggested date of 10/29/2019 was noted) The current budget is carrying \$430k in construction contingency and \$155K for an Owner's contingency. These numbers will need to be tightened up ahead of budget release.**

**It needs to be noted that if the project does not move forward, the library will be facing a considerable cost (\$500k - \$1Million) to bring the building into code compliance and will be unable to occupy the Children's library space.**

**MEC will bring a work in progress budget update to next week's meeting.**

Meeting adjourned at 10:45AM.

Respectfully submitted,

Michael Bruss, October 17, 2019.