

MEREDITH PUBLIC LIBRARY
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Building Subcommittee Meeting Notes,

Meeting #7 – 9/11//2019. Called to order at 8:450AM.

Attendees: Betty Strader, Erin Apostolos, Ed Touhey, Paul Eldridge, Jonathan James, Brian Gehris for a few minutes after sub-contractor walk through, Michael Bruss, Ron Lamarre via skype.

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

Monday, 9/30/2019, GMP pricing set due out to CM

Tuesday, 10/15/2019, Project Budget due to CIP

Wednesday, 10/23/2019, 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, (4th 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

2.7 Discussion on Feedback from Charrettes

- a. Passionate discussion on drop off/handicap access into building at second charrette. Lamarre said we need to keep front handicap access for legal reasons. He will send some design solutions for drop-off. Need information from survey and civil engineers. He will have those solutions by the end of August.

Update 8/1/19: LBPA will have alternate site solutions by end of August. The Building sub-committee will review, consider options, look at pros and cons of various options and approve a final approach.

(LBPA site plan options due 8/26/19, Sub-committee to review and approve approach by end of August)

Update 8/7/2019, Committee review will also consider cost impact of the various options for revised parking.

Update 8/21/2019; Civil is starting to layout options. Still need survey information to work details. Options due first week of September. Ron will distribute when available.

Update 9/4/2019; Survey will be completed this week, options for drop offs and parking to be discussed at Wednesday, 9/11/19 meeting. When updating the CIP that evening, Ron will indicate that civil design is still in development. Present preferred option, with possibly one other.

!!!!(action required; LBPA working with Civil to develop options for presentation to Bldg. Comm.)

3.2 Project Budget

Ron has submitted budget dated 7/1/19 for review. Appended to these notes. BPM will be drafting a budget for consideration by the sub-committee based on this budget. It will be formatted slightly differently and some of the costs indicated as a part of GMP budget will be tracked separately. Budget will be updated monthly as well as at major milestones. As we move forward BPM will also include cost to complete and record variances for record. Items to be added to Budget include but will not necessarily be limited to:

- | | |
|---------------------------------------|----------|
| - Land Survey, budget will be updated | \$13,000 |
| - Utility location services | \$ 1,000 |
| - OPM services | \$80,000 |
| - | |

Update 8/7/2019, CM will move forward with construction budget confirmation as soon as on board. Need to confirm numbers to inform design decisions.

Update 8/21/2019, LBPA to issue DD pricing set 8/30/19, MEC to have revised budget for 6/16/2019.

Update 9/4/2019; DD drawings have been issued to MEC for pricing by 9/26/2019. The budget will be updated as new information is available. Please note, the project has changed, increase of scope at site and addition. Gut check on our assumptions will occur with 9/26/19 MEC pricing. MEC will break out cost to finish out 2nd floor space over program room and a few other items. BPM will prepare and present a variance report for review and comment.

Update 9/11/2019; Milestone was on site with Subcontractors for a walkthrough. Brian brought 4 Sprinkler contractors. Goal is to select and move forward with one on design-build basis.

(action required; LBPA will submit civil drawings for pricing by 9/16/19. Milestone to review and update construction budget, 9/26/19)

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 9/11/2019; Received Primex review. Erin will forward to Naomi for her review ahead of sending to Milestone.

5.3 Design Review

Ron presented drawings and an update on MEP development. MEP Progress, Yeaton is recommending that we install a complete Variable Refrigerant Flow (VRF), air to air heat pump system through out the building old and new. Existing air conditioning will be removed. The existing FHW system in the existing building will remain in place as a back up system.

*(Committee would like to see the heating elements in the existing reading rooms to be replaced.) New Energy Recovery Ventilators will be installed to provide fresh ventilation air through occupied space.

Committee would like Yeaton to set up electrical service with an essential services panel so that a generator can be connected to cover these loads if there is a long term power outage.

Basement

There will be an egress door out of the friends of the library space. This door can be set up to be handicap accessible. Need to eliminate the ramp for head room and space issues. Ron is still looking at the lift alternate. The stairs will be narrow and a lift or stock ramp will be installed for book transport. (This idea needs work. Friends of the Library volunteers need way to cart books to their area.)

Old basement will have some mechanical equipment located there. Design team will try to consolidate to keep as much room as possible available for storage, etc.

Main Level Ron presented revised plan for Children's room showing some space partitioned off. This is not going to work. Need to find another area for water entrance, etc. Frank suggested area off the Program room on parking lot end. Looks like that will work. Ron to confirm.

This brought up the realization that the Children's space is currently not large enough to accommodate program. Looked at possibility of increasing footprint. It was decided that we need to find space within the current footprint. Ron looked at some options for a wandering wall, simulating a forest edge which will encroach out into the lobby/stack area. After discussion, Team feels that this could work. Minimal room size to be 1,000 sq.ft. Further discussion will be necessary regarding finish treatments, sink and counters, etc.

Request for interior glass at Staff room, looking into Teen space.

General discussion about "stack" area at main level. Ron brought up article "Uncluttering Libraries". Talked about high density storage. Erin indicated they would cull collection before using this approach.

Ron will add auto door openers to both sets of entry vestibule doors, front and back.

Upper level Request to add a door to the genealogy room. This space will also likely be used for meetings, etc.

Erin made a request for a Janitor's closet with sink at Main or upper level.

Ron indicated that plan for upper deck is to include as add alternate for bidding purposes. Erin and Betty mentioned that this is important.

Roof Erin brought up concerns for the roof tie-ins as well as snow an ice build-up on the roof.



This has been a continual problem and needs to be addressed in the design for the new addition roof.

There are also concerns about the continuous copper gutter system and how it will be integrated into the roof tie-ins and transitions. There is a concern that LCHIP and NHDHR may look at this specifically. We need to schedule plan review as there is an LCHIP grant application in play, and LCHIP has funded past work on the slate roof and copper gutter system and holds covenants on this.

Program Meeting room/Upper level Options for Program/Meeting room: high ceilinged, single story space with vaulted ceiling, vs. 2 story space. All agree that 2 story space is way to go. Ron has already raised the roof to accommodate. Question of building for expansion now and how far do we take it?

Milestone will break out cost for shell of the space and completed. Will be designed to structurally handle stacks. Rough estimate from MEC = \$250-300K. At that cost all felt it was worth considering.

Ron discussed Strategies for structuring Bond vote. There will be time to discuss. Betty has been in close contact with the Jim M. and the Meredith Library Fund.

Update 9/4/2019; Ron and team have incorporated a number of things discussed into new presentation plans issued on 9/3/2019. Other comments are as follows:

1. We have revised MEC DD pricing delivery date to 9/25/19. This only gives us one month to respond (if necessary) to any construction cost correction.
2. In addition to the LBPA deliverables listed for next Wednesday's CIP meeting, the Committee would like to have revised display boards as previously discussed. Additionally they feel strongly that we need to have a birds eye view off how the building and parking fit into the site, particularly considering the grade restraint, and closeness to the church and neighbor's house. They feel that the previous renderings are deceiving. Went through design review notes from last meeting. Along with the recent presentation drawings and had the following comments:
 3. Show correct elevator access at basement.
 4. Main level move/add sprinkler room to upper left hand corner, shrink staff space accordingly, move window to left, increase size of adjacent storage room.
 5. There is an existing Janitor's closet at the Main level adjacent to staff bathroom and across from elevator which will suffice for use in the building. No change necessary except to show existing conditions/slo sink, etc.
 6. There are concerns regarding public's understanding or upper level existing to remain space. Can we shade this to differentiate? Can we label somehow to indicate not accessible to public? Thoughts?
 7. Committee is wondering the outcome of discussion regarding the stair/lift. Have you had a chance to talk with AHJ?
 8. For next week's meeting we will need a tally of existing vs. proposed space with the addition. CIP will be looking for square footage of usable space. Erin to provide record of what was presented to CIP ahead of request for design funding at 2018 meeting.

Update 9/11/2019; Ron presented updated drawings and video walk-through that will be presented to CIP at 9/11 meeting. We are still waiting for survey. Civil is ready and waiting to develop options as soon as survey is in hand. Expected by end of week.

There continues to be concerns regarding the request for drop off at new main entry. As soon as we have option in hand, we can develop pros and cons list and narrative for distribution by Trustees. Current cons include: public safety, loss of parking spaces, loss of green space and patio, cost, not enough room for public safety vehicle to make the turn. The drop off option needs to comply with engineer's best practices for layout. Building Comm will generate list of comments, Trustees will vote and create a narrative for distribution to public to close out this issue.

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!!!)

6.2 Sprinkler Contractor: Discussed Bidding out the Sprinkler work in order to get them on board for design and coordination of MEP. MEP engineering standard is to issue performance specification for Fire protection. This will get issued along with the DD drawings, by MEC for bid by qualified Sprinkler Contractors. After review and approval, MEC will issue a Letter of Intent to proceed to contract (LOI) allowing Sprinkler contractor to move forward with shop drawing and equipment submittals.

(action required: LBPA to issue Fire protection outline spec along with appropriate set of drawings for MEC to issue to Sprinkler Contractors. MEC to proceed with bidding out this scope of work upon receipt)

7.1 Geotechnical borings

SW Cole has been on site to complete borings and analysis. Draft report has been issued and forwarded to LBPA and Milestone teams for their use.

7.2 Next meeting is 9/18/2019, 8:30. Please RSVP! Or let us know if you can't attend.

Meeting adjourned at 10:55AM.

Respectfully submitted,

Michael Bruss, September 16, 2019.