

MEREDITH PUBLIC LIBRARY
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Building Subcommittee Meeting Notes,

Meeting #8 – 9/18/2019. Called to order at 8:40AM.

Attendees: Betty Strader, Erin Apostolos, Ed Touhey, Paul Eldridge, Jonathan James, Brian Gehris, 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

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
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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 9/18/2019; Received Primex review. The review with comments from Naomi have been forwarded to Milestone for their review and action.

5.3 Design Review

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.)

Update, 9/18/2019: Ron indicated that egress door will exit onto the neighbor's property. Will need to discuss options for easement, property line adjustment, or eliminate the egress door and areaway. Don't think it's a good option to move to the front of the building(MB).

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.

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/slop sink, etc.

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?

Committee is wondering the outcome of discussion regarding the stair/lift. Have you had a chance to talk with AHJ?

(action required; Ron to write letter to the Town AHJ and SFMO indicated that we will be moving forward with a lift for accessibility to the lowest basement space, Friend's of the Library, Staff break room.)

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)

New Business

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 8th. 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.)

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.

Meeting adjourned at 10:35AM.

Respectfully submitted,

Michael Bruss, September 20, 2019.