

**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 #27 –4/1/2020 via Zoom**

**Attendees:** Erin Apostolos, Betty Strader, Paul Eldridge, Jonathan James, Michael, Ron Lamarre, Brian Gehris, Dave Baer

**2.6 Time Line for the Project**

March 11, 2020 Town Meeting

**Planning Board Session, Revised date!! 4/21/20, 7:00 pm at the Meredith Community Center. Application due on the 3/3/20, Submittal due 3/10/20. Erin Lambert will submit the application. Abutter's list included in application. Town will send letters.**

**Select Board mtg., 4:30, 4/6/20; Erin has submitted letters of request.**

**8.2 Easement with Church**

See new business below:

**Update 3/4/20; Ron indicated that the revised survey work has been completed. Belanger agreed with Dan Ellis' research and is revising accordingly. MB will forward to Dan and the Church when received.**

**MB will contact Mary Moriarty from the SAU 2 at 103 Main street. 603 279-7947 and the Cook property when we have established the schedule and logistics plan.**

18.1

**Update 3/4/20; We are waiting for easements from NHEC. These will be delivered to the Library for distribution and meeting with the associated Owners. Waiting for easement paperwork to arrive.**

**24.3 Veteran's Memorial and walkway**

Erin met with Chris Williams to discuss the Veteran's Memorial and walkway. This scope really needs to be a part of the overall project. Chris would like to meet with MEC to look at current concept. Chris has offered to donate the design work, but not construction drawings. We need MEC to provide a budget from the concept plan. Dave B. will work on this. Meeting scheduled with Chris and Norman for 3/18/20 at 10:30 at Chris' office.

Update 3/18/20; Erin, Brian, and MB met with Chris and Norman. They turned over concept plans. Brian will put together a budget which will include design costs.

Update 3/25/20; MEC is working on putting a budget together for the Veteran's Walk. Ron suggested that there may be opportunities to tie this together with the Main street entrance to the

new addition. Could eliminate the walkway portion of the current design which starts at the existing driveway location. Ron will generate sketches for Brian's use.

**Update 4/1/20; Brian is working on the pricing. Will share when completed.**

25.1 Easement discussion continued:

- Ron noted that the current easement allows for temporary construction and maintenance of the existing drainage system on Church property.
- Survey has been updated, waiting for a stamped drawing.
- Ron is looking at adding gutters on the church side of the building. Will issue an SK showing proposed changes and additional work. Our goal will be to do only what is necessary and effective.
- Note that both the Town and the Church prefer the easement option to boundary line adjustment.
- Need to draft a letter to the Select Board asking the Town to move forward with legal work associated with the easement. Will need to attach a site plan that shows specifically the areas of impingement on the Church property. Request to include note of; Temporary use of church property, new and existing under drainage, the new pathway from stair egress connecting to church entry sidewalk, construction and maintenance of the new egress stair and area way.

Additionally, we need to write a separate letter requesting dedicated parking spaces for the Library. It was suggested that we include a parking diagram showing suggested spaces, as well as suggestion for signage that lists the hours of restricted use.

We discussed making a request for no overnight parking, but the group decided to hold that until future date.

**Update 3/25/20; Need to get draft letter and attachments to the Town Manager by noon on Thursday.**

**Update 4/1/20; Letter, with attachments have been submitted.**

26.1 GMP progress

Brian has been working with Ron and the Subs to get the GMP together. With the COVID19 situation, we need to take advantage of refining the numbers to get the most value for the project. Jonathan brought up the possibility of rebidding the project. Brian and Ron feel that, at this point, we are better off to continue on our current path.

**Update 4/1/20; MEC is working with Ron in review of bid numbers as well as maximizing value. There has been some disruption due to Covid 19, but are looking at alternate vendors/manufacturers, etc.**

26.2 Construction schedule

- Many concerns about the potential delay. MB comments that it will not help us to rush into construction and could potentially cost the project. Under current conditions, it is difficult to pin point the construction start date. We need to get through Planning Board before we will receive the building permit. The current Planning Board hearing is for 4/21/20.

- Price property closing is delayed. The suggested date from the Attorney is May 8, 2020.

- David will be preparing a new construction schedule based on an early May mobilization date. Ron asked that the schedule include milestones for Owner design decisions, submittal reviews, color and finish selections, etc.

**Update 4/1/20; Dave shared revised schedule with new start date. Still needs to add milestones for Owner decisions, submittal reviews, etc.**

**New business:**

#### **27.1 Bond sale**

**Erin received a letter from Town requesting we put a 4-6 week delay on construction due to fluctuations in the bond market. As we've had a few delays associated with other developments, this should not be an issue. Brian mentioned that often Town's seek financing from Banks when the Bond market is higher. Either way, this should not be a big problem. Town's application is due to the NH Bond Bank by early May.**

**Open items List:**

- 1. Dishwasher in the Children's library, Ron is researching, needs to be accessible, 32" vs 30".**
- 2. Lighting in the historic reading rooms, Plans currently show 4 sconces in each reading room. Need to finalize our recommendation.**
- 3. Review of Elizabeth Hengen report and recommendations, Betty to review and pull out action items for review by the Building committee.**
- 4. Owner will furnish TP and paper towel holders for rest rooms. All other fixtures in contract.**
- 5. Interior window shades. Ron suggests and MB agrees that we pull out of contract and Owner contract direct with installers as needed.**
- 6. Need to confirm auto flush toilet valves and auto flow sensors on the faucets at the new rest rooms.**
- 7. Buy a brick. Need to coordinate with MEC and landscape contractor on material and final process for purchase and installation Erin to move forward with Advocacy comm to get the ball rolling.**
- 8. Extent of refinished flooring needs to be adjusted to front rooms and lobby only.**
- 9. Extent of flotex vs. sheet goods in Children's Library needs to be finalized.**
- 10. Children's circulation desk needs final input as a part of FFE purchase.**
- 11. Tree/Columns at Children's room will be reduced to the 2 structural columns in the room. Ron to propose glass applied material to suggest forest theme.**
- 12. Sound clouds at Children's room need to be reduced to only within the room.**
- 13. Expand Staff room at lowest level now that Egress is eliminated.**

14. Library shelving and other furnishings discussions will occur after ground breaking.
15. Review lighting level in Friends of the Library space.
16. Remove the ETR fans from the project scope.
17. Reading room lighting, Chandelier location, height to be determined.
18. Circulation desk, final configuration needs to be determined.
19. Need break out cost on Fire lite glass in the new stair well.
20. Annunciator location in the historic vestibule needs to be reviewed. Would like to eliminate.

**Next meeting will be via skype on April 15, 2020 at 8:30 AM.**

**Ron to send evite with skype sign in to the whole group.**

Meeting adjourned at 9:35 AM

Respectfully submitted,

Michael Bruss, April 8, 2020