

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

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**Building Subcommittee Meeting Notes,  
Meeting #30 –4/29/2020 via Zoom**

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

**2.6 Time Line for the Project**

**Major time line meetings have been satisfied. MB will check with Phil Warren to see if any follow up is required with the Select Board.**

**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.

Update 4/15/20, Brian presented a budget of \$90-100k with design fees. MB suggests carrying \$125k for fundraising. Erin says group is hoping for in kind donations.

**Update 4/29/20; This likely to go on hold as GMP funds are reliant on room tax from local hotels, etc. Will revisit this summer.**

**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.

Update 4/22/20; Brian and Ron present updated GMP and total project budget. Trustees met and voted to recommend adding back into the scope of work the following items: Front granite steps, Gas fireplaces, re-roofing of 88' addition. They also voted to take \$50k out of the Built-ins allowance and \$25k out of the moving allowance. MEC/Brian is tasked to find additional \$50k in savings without impacting the quality of the project. To be reviewed at 4/29/20 meeting.

**Update 4/29/20; MEC presented a revised GMP construction budget, appended to these notes, of \$4,613,098, including contingency. This reincorporated the granite step repairs, gas fireplaces, and reroofing of the 88' addition into this budget per Trustee vote. It also incorporated a \$50k reduction in the budget for the built-ins.**

**Ron walked us through the total project budget and with an \$18K reduction in the Owner's contingency we have reached our required target budget of \$5 million. The Building committee voted unanimous to approve and recommend to the Trustees. MEC will prepare the Exhibit A, GMP amendment to the contract for Trustee review and signature. Ron and Michael will review ahead of forwarding for signature.**

**We will hold \$7,200 add alternate allowance for switch back walk way (without railings). It is not required as an additional ADA entry so can function fine without the railings. All alternates and allowances will be tracked in construction meeting notes as open items.**

## **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.

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

**Update 4/29/20; Main constraint at this point before mobilization is closing on the Price property.**

## **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.

29.1 Select Board meeting 4/20/20, Zoom mtg with Michael making requests for dedicated parking and asking Select Board to move forward with Town Counsel with temporary construction easement and permanent easement/boundary line adjustment to accommodate new construction items on Church Property.

- Select Board approved request for 7 dedicated spaces for Library and Church use, following onto language for items 7 from the 1987 easement. Only one of the spaces needs to be ADA. Will send a revised parking lot plan for consideration.

- Discussed request for easements/boundary line adjustments. Dan Ellis representing the Church explained the Church's process to approve an easement. He indicated also that at that point all of his questions were answered by the Library team. The Select Board agreed to move forward with Town Counsel to start to draft these items. Meredith Public Library team will need to provide supporting documents upon request.

**Update 4/29/20; Request from Phil to provide language regarding easements to Town Counsel for their use. Erin and Michael will work on this and submit at nearest opportunity. Ron will revise and submit site plan indicating revised dedicated parking spaces and modifications to the island.**

**29.2 Planning Board meeting, 4/21/20** zoom mtg. Ron and Erin Lambert presented. There were questions regarding parking lot lighting, inspection and maintenance of the storm water treatment system (two members went on record stating that this is a municipal parking lot and should be maintained by the Town). There was discussion about eliminating the granite curbing at the island and possibly some other areas of the parking lot. MPL team will look into this. It was noted that the project, being a municipal project did not require Planning Board approval. The hearing was an opportunity for review and input from the Planning Board and the town. Dan Ellis spoke representing the Church's interests.

**Update 4/29/20; Ron indicated that Planning board will require no resubmission for their review.**

**29.3 Church Easement, etc. Dan Ellis has come back to the Committee twice with additional questions and comments regarding the basis of design for the current Stair 5 egress design. Ron has responded in writing to these items. It is our understanding that the Church's questions have been answered and the Leadership Council is deliberating ahead of calling for a congregational meeting.**

**New business:**

**30.1 Ledge profile borings, MEC has proceeded with Maine Drilling and Blasting to accomplish borings at foundation perimeter. These findings are being plotted and will be sent to Ron and structural engineer for revisions to the footing elevations for the foundation. It was noted that we are clear of ledge at the elevator pit.**

**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 flutex 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.**
- 21. Book drop choice and location**
- 22. Add alternate for switchback walkway at new Main street entrance, (without railings)**

**Next meeting will be via zoom on May 6, 2020 at 8:30 AM.**

**Erin to send evite with zoom sign in to the whole group.**

Meeting adjourned at 10:35 AM

Respectfully submitted,

Michael Bruss, May 3, 2020